

**AGENDA**  
**Hailey Planning and Zoning Commission**  
**Monday, March 18, 2024**  
**5:30 p.m.**

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

**Join on your computer, mobile app, or room device.**

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Meeting ID: 249 576 139 181

Passcode: Ge6Z7Q

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Phone Conference ID: 602 369 677#

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## **Call to Order**

- Public Comment for items not on the Agenda.

## **Consent Agenda**

- [CA 1](#) Motion to approve Meeting Minutes dated March 4, 2024. **ACTION ITEM**
- [CA 2](#) Motion to approve the Findings of Fact, Conclusions of Law, and Decision of a Design Review Application submitted by Jacqueline and Michael Swan, represented by Architect Rebecca Bundy, PLLC, for the construction of a single-family house addition, as well as a new, detached garage with an accessory dwelling unit located above. This project will be located at 416 North 3<sup>rd</sup> Avenue (Lots 16-18, Block 60, Hailey Townsite) within the Limited Residential (LR-1) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM**

## **Public Hearing**

- [PH 1](#) Consideration of a Preliminary Plat Application by Butterfly, LLC, to reconfigure Lot 2D, Block 3, Airport West Subdivision #2 (1911 Lear Lane) into two (2) condominium lots, with one (1) 950 square foot unit (approximately) on each lot and a shared 11,953 square foot common area. This project is known as Homeworks Condominium Association, Inc. and it is located within the SCI Industrial (SCI-I) Zoning District. **ACTION ITEM**
- **PH 2** Consideration of a Design Review Application submitted by Noe and Rene Orihuela for the construction of a new, two story, 8,218 sq. ft. industrial space to be located at

4323 Glenbrook Drive (Lot 4, Block 42, Woodside Sub #10) within the Light Industrial (LI) Zoning District. **ACTION ITEM THIS ITEM WILL NOT BE HEARD THIS EVENING. THIS ITEM WILL BE CONTINUED ON THE RECORD TO APRIL 1, 2024.**

- **PH 3** Consideration of a Preliminary Plat Subdivision Application of the Sunbeam Subdivision (Phase II), submitted by Marathon Partners, LLC, and represented by Opal Engineering and BYLA, wherein Sunbeam Subdivision Phase I, Parcels B and C, are subdivided into 62 lots (42 lots and 20 sublots), as well as Parcel B1, which includes the remaining park dedication of 3.34 acres as contemplated in the approved Planned Unit Development Agreement. **THIS PROJECT WILL BE RENOTICED FOR A FUTURE MEETING DATE.**

#### **Presentations**

- [PP 1](#) 2023 Annual Report

#### **Staff Reports and Discussion**

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

**Return to Agenda**

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

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## **Present**

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

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

## **5:30:04 PM Call to Order**

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

## **5:31:19 PM Consent Agenda**

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

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



## **Presentations**

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

Davis introduced Darren Fluke and turned floor to Darren.

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

No action required by Commission.

## **Public Hearing**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

[6:23:41 PM](#) Scanlon motion to approve the Design Review Application by Jacqueline and Michael Swan for a 1,087 square foot addition to an existing single-family residence, as well as a new 837 square foot Accessory Dwelling Unit located at 416 N. 3<sup>rd</sup> Avenue (Lots 16-18, Block 60, Hailey Townsite), within the Townsite Overlay (TO) and Limited Residential (LR1) Zoning Districts, finding that the project does not jeopardize the health, safety or welfare of the public and the project conforms to the applicable specifications outlined in the Design Review Guidelines, applicable requirements of the Zoning Title, and City Standards, provided conditions (a) through (n) are met. Smith seconded. All in Favor.

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

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

#### **Staff Reports and Discussion**

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

Smith will not be present at March 18<sup>th</sup> hearing.

Davis summarized upcoming projects.

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

**Return to Agenda**

## FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On March 4, 2024, the Hailey Planning and Zoning Commission considered and approved a Design Review Application submitted by Jacqueline and Michael Swan for the construction of a 1,087 square foot addition to an existing single-family residence, as well as a new 975 square foot garage with an Accessory Dwelling Unit located above. This project is located at 416 N. 3<sup>rd</sup> Avenue (Lots 16-18, Block 60, Hailey Townsite) Townsite Overlay (TO) and Limited Residential (LR-1) Zoning Districts.

### FINDINGS OF FACT

**Notice:** Notice for the March 4, 2024, public hearing was published in the Idaho Mountain Express and mailed to property owners within 300 feet on February 14, 2024.

**Background and Project Overview:** Jacqueline and Michael Swan submitted a Design Review Application for approval to construct a 1,087 square foot addition to an existing single-family residence, as well as a new 975 square foot garage with an Accessory Dwelling Unit located above.

The proposed remodel is for a new addition to the existing home. This addition will be located along the eastern wall plane of the existing structure, facing North Third Avenue. The Main Floor includes a new covered porch, entryway to an open layout to the dining and kitchen area, office room, and one (1) bathroom. The upper level consists of four (4) bedrooms, and three (3) bathrooms. The proposed addition also includes a 975 square foot detached two- car garage, which is located at the rear of the property, and includes an 837 square foot accessory dwelling unit located above the garage.

**Reasoned Statement:** These Findings of Fact, Conclusions of Law, and Decision (“Findings”) represent the summary, and majority opinion of the determinative body of the City of Hailey pursuant to Idaho Code. These Findings represent a final decision, after extensive on-the-record deliberations, as more completely documented in the Minutes therefore, and the recordings thereof. These Findings represent a unanimous approval of the Hailey Planning and Zoning Commission, after deliberations on each of the criteria detailed herein below.

Notably, the primary issue of concern with this application was the provision of specific guidelines related to the alteration of a historic building and the proposed addition. While of concern, a Historic Demolition Application was reviewed and approved by the Hailey Arts and Historic Preservation Commission (HAHPC) on February 13, 2024. The HAHPC found that the structures proposed for demolition comply with the standards of criteria noted herein, and ultimately, the standards and criteria for approval were found to be satisfied.

On March 4, 2024, the Hailey Planning and Zoning Commission unanimously approved the Applicant’s proposal.

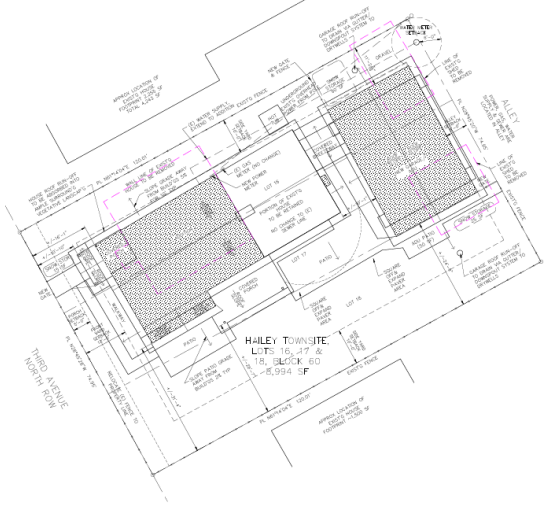
**Procedural History:** The Application was submitted on February 8, 2024, and certified complete on February 21, 2024. A Public Hearing before the Hailey Planning and Zoning Commission was held on March 4, 2024, in the Hailey City Council Chamber and virtually via GoTo Meeting, at which time the Commission voted to unanimously approve the Design Review Application submitted by Jacqueline and Michael Swan, for a 1,087 square foot addition to an existing single-family residence, as well as a new 975 square foot garage with an Accessory Dwelling Unit located above, located at 416 n. 3<sup>rd</sup> Avenue.

**Standards of Evaluation:**

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


| General Requirements for all Design Review Applications |                          |                                     |  |   |
|---|--------------------------|-------------------------------------|--|---|
| Compliant   |                          |                                     | Standards and Staff Comments             |   |
| Yes   | No                       | N/A                                 | City Code                                | City Standards and <i>Staff Comments</i>  |
| <input checked="" type="checkbox"/>                     | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.050                                | <b>Complete Application</b>   |
| <input checked="" type="checkbox"/>                     | <input type="checkbox"/> | <input type="checkbox"/>            | Department<br>Comments                   | Engineering: <i>No comments</i>   |
|   |                          |                                     |  | Life/Safety: <i>No comments</i>   |
|   |                          |                                     |  | Water and Sewer: <i>No new taps are allowed to the Sewer main; the Applicant must connect anything to their existing sewer service should anything change.</i>  |
|   |                          |                                     |  | <i>If the meter vault is located in a drivable area, the Applicant will need to install a metal lid frame over the meter vault.</i>   |
|   |                          |                                     |  | Building: <i>No comments</i>  |
|   |                          |                                     |  | Streets: <i>No comments</i>   |
| <input type="checkbox"/>                                | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 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.   |
|   |                          |                                     | <i>Staff Comments</i>                    | <i>N/A, as signage is prohibited in residential zones.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i>  |
| <input checked="" type="checkbox"/>                     | <input type="checkbox"/> | <input type="checkbox"/>            | 17.09.040 On-site<br>Parking Req.        | See Section 17.09.040 for applicable code.<br><br>17.09.040 Single-Family Dwellings: two (2) spaces minimum, six (6) spaces maximum   |
|   |                          |                                     | <i>Staff Comments</i>                    | <i>The Hailey Municipal Code requires a minimum of two (2) parking spaces for single-family residential dwellings, and one (1) onsite parking space for Accessory Dwelling Units The proposed garage addition will include three (3) parking spaces to service the single-family residence and the new ADU.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i> |
| <input checked="" type="checkbox"/>                     | <input type="checkbox"/> | <input type="checkbox"/>            | 17.08C.040 Outdoor<br>Lighting Standards | 17.08C.040 General Standards<br><br>a. All exterior lighting shall be designed, located and lamped in order to prevent:<br>1. Overlighting;<br>2. Energy waste;<br>3. Glare;<br>4. Light Trespass;<br>5. Skyglow.   |


|                                     |                          |                          |  |   |
|-------------------------------------|--------------------------|--------------------------|--|---|
|                                     |                          |                          |  | <p>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.</p> <p>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.</p> <p>d. Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires.</p> <p>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.</p> |
|                                     |                          |                          | <i>Staff Comments</i>                                  | <p>The Applicant will install Dark Sky compliant fixtures, downcast and low wattage fixtures. Recessed lighting is proposed for all covered porch areas (6 exterior lights in total).</p> <ul style="list-style-type: none"> <li>- Wall Sconces are proposed for around the porch areas, breezeway and the garage/ADU (10 exterior lights in total).</li> </ul> <p>Findings: Compliance. This standard is either not applicable or has been met.</p>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>Bulk Requirements</b>                               | <p><b>Zoning District: Limited Residential (LR-1) and Townsite Overlay (TO) Zoning Districts:</b></p> <ul style="list-style-type: none"> <li>- Maximum Building Height: 30 feet</li> <li>- Front Yard Setback: 12 feet*</li> <li>- Side Yard Setbacks: 10 feet*</li> <li>- Rear Yard Setback: 6 feet*</li> <li>- Lot Coverage: 40 %</li> </ul> <p><b>* No townhouse units are proposed with this project.</b></p>   |
|                                     |                          |                          | <i>Staff Comments</i>                                  | <p>Setbacks proposed by the Applicant are as follows and comply with the zoning districts.</p> <ul style="list-style-type: none"> <li>- Maximum Building Height: 30 feet</li> <li>- Front Yard Setback: 12 feet</li> <li>- Side Yard Setbacks: 10 feet</li> <li>- Rear/ alley Setback: 6 feet</li> <li>- Lot Coverage: 29.9%= 2,686 square feet</li> </ul> <p>Findings: Compliance. This standard is either not applicable or has been met.</p>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>17.06.070(A)1 Street Improvements Required</b>      | <p>Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.</p>   |
|                                     |                          |                          | <i>Staff Comments</i>                                  | <p>Pursuant 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. Though the proposed project is a renovation to an existing single-family residence, and a new garage and ADU addition, Planning Staff believes collecting a sidewalk in-lieu payment is appropriate given the size and scope of the project. The Commission found a sidewalk in-lieu fee necessary for the proposed project.</p> <p>Findings: Compliance. This standard is either not applicable or has been met.</p>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>17.06.070(B) Required Water System Improvements</b> | <p>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</p>  |

|  |                          |                                     |                  |   |
|--|--------------------------|-------------------------------------|------------------|---|
|  |                          |                                     |                  | 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   | The Applicant is proposing the construction of a new garage off the alleyway. Insulating the water service line and main line has been made a Condition of Approval.<br><br>Findings: Compliance. This standard is either not applicable or has been met.   |
| <b>Design Review Guidelines for Residential Buildings in the Townsite Overlay District (TO).</b> |                          |                                     |                  |   |
| <b>Compliant</b>   |                          | <b>Standards and Staff Comments</b> |                  |   |
| <b>Yes</b>   | <b>No</b>                | <b>N/A</b>                          | <b>City Code</b> | <b>City Standards and Staff Comments</b>  |
| <input checked="" type="checkbox"/>  | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.090(C)1    | 1) Site Planning  |
|  |                          |                                     |                  | Guideline: The pattern created by the Old Hailey town grid should be respected in all site planning decisions.  |
|  |                          |                                     | Staff Comments   | The lot is existing and respects the Old Hailey Townsite grid pattern. A Lot Line Adjustment Application - removing the interior lot lines - has been submitted. Approval of the Lot Line Adjustment shall be made a Condition of Approval for this Design Review. The new house addition is proposed on an almost identical footprint to the original portion of the home to be demolished.<br><br><br>Findings: Compliance. This standard is either not applicable or has been met. |
| <input checked="" type="checkbox"/>  | <input type="checkbox"/> | <input type="checkbox"/>            |                  | Guideline: Site planning for new development and redevelopment shall address the following: <ul style="list-style-type: none"> <li>scale and massing of new buildings consistent with the surrounding neighborhood;</li> <li>building orientation that respects the established grid pattern of Old Hailey;</li> </ul>  |

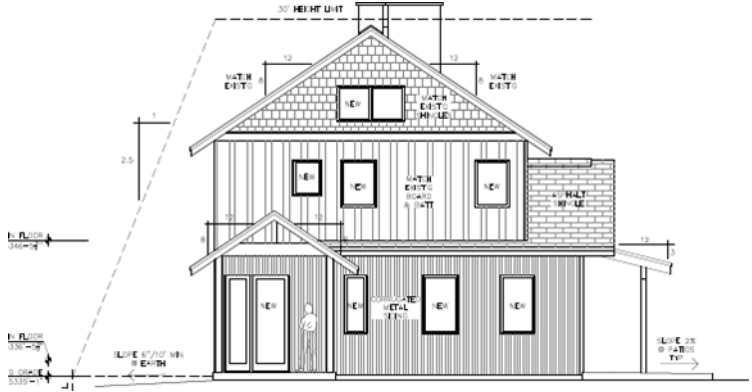


|                                     |                          |                          |                |  |
|-------------------------------------|--------------------------|--------------------------|----------------|--|
|                                     |                          |                          |                | <ul style="list-style-type: none"> <li>• clearly visible front entrances;</li> <li>• use of alleys as the preferred access for secondary uses and automobile access;</li> <li>• adequate storage for recreational vehicles;</li> <li>• yards and open spaces;</li> <li>• solar access on the site and on adjacent properties where feasible, and where such decisions do not conflict with other Design Guidelines;</li> <li>• snow storage appropriate for the property;</li> <li>• Underground utilities for new dwelling units.</li> </ul>  |
|                                     |                          |                          | Staff Comments | <ul style="list-style-type: none"> <li>• The scale of the proposed residence is consistent with the scale and massing of buildings in the surrounding neighborhood.</li> <li>• The front façade and entrance are clearly visible and will face Third Avenue, which includes a welcoming front porch on the street façade, as is typical in Old Hailey.</li> <li>• The south and west facades, which are the most visible from the street, have single story porches and kitchen pop-out to avoid a flat, 2 story wall on those facades.</li> <li>• The existing residence and new proposed garage/ADU building are accessed via the existing alley.</li> <li>• No recreational vehicle storage has been delineated onsite.</li> <li>• The proposed residence will span the entire lot. Ample yard and open space exist around the home, with a Bocce Ball court and vegetable garden.</li> <li>• No passive solar design or solar energy collection devices are proposed at this time. The client may rough in for photovoltaic panels, which would be installed almost flush with the south facing house roof.</li> <li>• Snow storage has been identified on the site plan and is sufficient for the site.</li> <li>• Utilities are existing and are located underground. Any and all new utilities to service the proposed residence will be located underground.</li> </ul> <p>Findings: Compliance. This standard is either not applicable or has been met.</p> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                | <p><b>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.</b></p>   |
|                                     |                          |                          | Staff Comments | <p>The design intent of the proposed residence is to complement that of the surrounding area, while retaining the character of Old Hailey. The proposed design has a covered entry, and several windows, of various sizes and shapes, are proposed throughout. Other energy-conserving design utilized are as follows:</p> <p>No passive solar design or solar energy collection devices are proposed at this time. The client may rough in for photovoltaic panels, which would be installed almost flush with the south facing house roof.</p>   |

|   |   |   |                |   |
|---|---|---|----------------|---|
|   |   |   |                | <p><i>City Staff have developed language and standards for Electric Vehicle infrastructure. At this time, Staff are proposing that all new developments of residential units, including single-family dwellings, townhomes, and Accessory Dwelling Units, and substantial remodels, consider installing the necessary infrastructure to comply with the EV Capable requirements. EV Capable requires that Developers install either a one hundred and twenty (120) volt twenty (20) ampere branch circuit or one two hundred and forty (240) volt forty (40) ampere branch circuit to be compliant with the EV Capable requirement.</i></p> <p><i>This will be further evaluated at the time of Building Permit submittal and prior to its issuance.</i></p> <p><i>Findings: Compliance. This standard is either not applicable or has been met.</i></p>                          |
| ☒ | ☐ | ☐ | 17.06.090(C)2  | <p><b>2. Bulk Requirements (Mass and Scale, Height, Setbacks)</b></p>   |
|   |   |   |                | <p><b>Guideline: The perceived mass of larger buildings shall be diminished by the design.</b></p>  |
|   |   |   | Staff Comments | <p><i>The south and west facades of the house, which are the most visible from the street, have single story porches and kitchen pop-out to step down and avoid a flat, 2 story wall on those facades. A three-foot-deep shed roof protects the pedestrian entrance to the ADU and shelters the garage doors.</i></p> <p><i>Neither of the proposed buildings are very large. The house massing is broken up with a covered porch and single-story kitchen roofs. The garage massing is minimized with a dormer design, minimizing roof height, and with shed roofs over walkways and the garage entrances. A covered, open breezeway connects the garage to the rear of the main house.</i></p>  <p><i>Findings: Compliance. This standard is either not applicable or has been met.</i></p> |
| ☒ | ☐ | ☐ | 17.06.090(C)3  | <p><b>3. Architectural Character</b></p>  |
|   |   |   | 17.06.090(C)3a | <p><b>a. General</b></p>  |
|   |   |   |                | <p><b>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.</b></p>  |






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|-------------------------------------|--------------------------|--------------------------|-----------------------|---|
|                                     |                          |                          | <b>Staff Comments</b> | <p><i>The architectural style of the proposed addition will match the existing structure. A covered entry porch and traditional exterior materials/colors nicely integrate into the surrounding area. The house addition utilizes the same roof pitch, upper floor siding treatments and brown clad windows as the existing. It trades board and batt siding on the lower level for a brown, corrugated metal siding that will better stand up to snow against the siding. The house addition trades a small, unwelcoming enclosed cold entry for a larger, open covered porch and also provides an ample covered outdoor porch along the south façade.</i></p> <p><i>The proposed garage/ADU utilizes some of the same siding treatments, main roof pitch and shed roof overhangs as the existing home, while introducing a dormer design to minimize building height. Findings: Compliance. This standard is either not applicable or has been met.</i></p>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 17.06.090(C)3b        | <b>b. Building Orientation</b>  |
|                                     |                          |                          |                       | <b>Guideline: The front entry of the primary structure shall be clearly identified such that it is visible and inviting from the street.</b>  |
|                                     |                          |                          | <b>Staff Comments</b> | <p><i>The house addition orients to the street in a similar manner to the original portion of the home. The proposed garage/ADU will be accessed from the alley, as is typical in Old Hailey. A covered porch along the front façade and over the front entry is proposed, which is prominent, visible, and inviting from Third Avenue.</i></p> <p><i>Findings: Compliance. This standard is either not applicable or has been met.</i></p>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                       | <b>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.</b>  |
|                                     |                          |                          | <b>Staff Comments</b> | <p><i>The lot is existing and respects the Old Hailey Townsite grid pattern. A covered porch along the front façade, and over the front entry is proposed, which is prominent and inviting from Third Avenue.</i></p>   |

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|   |   |   |                       | <i>Findings: Compliance. This standard is either not applicable or has been met.</i>   |
| ☒ | ☐ | ☐ | 17.06.090(C)3c        | <b>c. Building Form</b>  |
|   |   |   |                       | <b>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.</b>   |
|   |   |   | <i>Staff Comments</i> | <p><i>A covered front porch, and various-sized windows reduces the massing of the building and breaks up the roofline. The house is constructed of rectangular forms, with the short side facing the street and the longer side along the interior lot lines. The addition matches the existing rear portion of the home that will be retained.</i></p> <p><i>The proposed garage/ADU is rectangular in shape. It replaces two sheds with a similar total square footage.</i></p> <p><i>Findings: Compliance. This standard is either not applicable or has been met.</i></p>  |
| ☒ | ☐ | ☐ | 17.06.090(C)3d        | <b>d. Roof Form</b>  |
|   |   |   |                       | <b>Guideline: Roof forms shall define the entry to the building, breaking up the perceived mass of larger buildings, and to diminish garages where applicable.</b>   |
|   |   |   | <i>Staff Comments</i> | <p><i>The south and west facades of the house, which are the most visible from the street, have single story porches and kitchen pop-out to step down and avoid a flat, two-story wall on those facades. The proposed garage/ADU utilizes a dormer design to minimize building massing. A three-foot-deep shed roof protects the pedestrian entrance to the ADU and shelters the garage doors. The roof undulation and front entry porch will minimize the perceived mass of the residence. The covered porch will also help define the entry to the building.</i></p> <p><i>Findings: Compliance. This standard is either not applicable or has been met.</i></p> |
| ☒ | ☐ | ☐ | 17.06.090(C)3d        | <b>Guideline: Roof pitch and style shall be designed to meet snow storage needs for the site.</b> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Designs should avoid locating drip lines over key pedestrian routes.</li> <li>• 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.</li> </ul>   |
|   |   |   | <i>Staff Comments</i> | <p><i>The house utilizes a primary 8:12 pitch to match the existing home for enclosed portions of the home, as well as the front porch, with a 3:12 pitched, covered porch from the great room. The proposed dormer design utilizes 8:12 pitches at the gable ends to match the house and a 3:12 pitch at the dormers and lower shed roofs. The asphalt shingle roofing and low roof pitches will retain snow.</i></p>   |

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|   |   |   |                | <p><i>The house and garage utilize 8:12 roof pitches to match existing and a 3:12 pitch at the dormers and lower shed roofs. The asphalt shingle roofing will retain snow.</i></p> <p><i>Ample covered porches and covered walkways are designed to protect key pedestrian routes.</i></p> <p><i>Only the east façade of the garage is located within 10' of a property line. The asphalt shingle roofing will retain snow, so it does not shed into the alley. Findings: Compliance. This standard is either not applicable or has been met.</i></p>  |
| ☒ | ☐ | ☐ | 17.06.090(C)3d | <p><b>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.</b></p>  |
|   |   |   | Staff Comments | <p><i>The house utilizes a primary 8:12 pitch to match the existing home for enclosed portions of the home, as well as the front porch, with a 3:12 pitched, covered porch from the great room. The proposed dormer design utilizes 8:12 pitches at the gable ends to match the house and a 3:12 pitch at the dormers and lower shed roof.</i></p> <p><i>Findings: Compliance. This standard is either not applicable or has been met.</i></p>   |
| ☒ | ☐ | ☐ | 17.06.090(C)3d | <p><b>Guideline: The roof pitch of a new building should be compatible with those found traditionally in the surrounding neighborhood.</b></p>   |
|   |   |   | Staff Comments | <p><i>The proposed roof pitch is 8:12, to match the existing home for enclosed portions of the home, which complements other roof pitches in the area.</i></p> <p><i>Findings: Compliance. This standard is either not applicable or has been met.</i></p>   |
| ☒ | ☐ | ☐ | 17.06.090(C)3e | <p><b>e. Wall Planes</b></p>   |
|   |   |   |                | <p><b>Guideline: Primary wall planes should be parallel to the front lot line.</b></p>   |
|   |   |   | Staff Comments | <p><i>The house addition orients to the street in a similar manner to the existing home, with its primary façade and front porch facing the street and approximately parallel to the front lot line.</i></p> <p><i>Findings: Compliance. This standard is either not applicable or has been met.</i></p>   |

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| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 17.06.090(C)3e        | <b>Guideline: Wall planes shall be proportional to the site and shall respect the scale of the surrounding neighborhood.</b>   |
|                                     |                          |                          | <i>Staff Comments</i> | <i>The wall planes of the house are similar in size to neighboring homes, and the south and west facades of the house, which are the most visible from the street, have single story porches and kitchen pop-out to mitigate those facades. The garage building is a smaller structure, and its facades are broken up with varying eave heights and shed roofs.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 17.06.090(C)3e        | <b>Guideline: The use of pop-outs to break up longer wall planes is encouraged.</b>  |
|                                     |                          |                          | <i>Staff Comments</i> | <i>The south and west facades of the house, which are the most visible from the street, have single story porches and kitchen pop-out to step down and avoid a flat, 2 story wall on those facades. The entry porch breaks up the front of the north façade, and dense tree plantings for privacy will obscure most of the northern façade from the street. All building elevations are broken up horizontally with 2-3 different levels of siding treatments, separated by bellybands: Vertical corrugated siding on the ground floor, wood board and batten on the upper level and wood shingle in the gables.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 17.06.090(C)3f        | <b>f. Windows</b>  |
|                                     |                          |                          |                       | <b>Guideline: Windows facing streets are encouraged to be of a traditional size, scale and proportion.</b>   |
|                                     |                          |                          | <i>Staff Comments</i> | <i>The house windows are taller than wide and are of a similar size to the current windows on the original portion of the home, as well as on the 2010 addition. The garage/ADU windows do not face the street.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 17.06.090(C)3f        | <b>Guideline: Windows on side lot lines adjacent to other buildings should be carefully planned to respect the privacy of neighbors.</b>   |
|                                     |                          |                          | <i>Staff Comments</i> | <i>The house is located about 11' from the north property line, and the house to the north is located about 10' from the property line, so there is ample space for landscaping between the two properties. Evergreen trees, proposed directly outside of the north wall ground floor windows, Swedish aspens and an existing fence will provide privacy between the properties. The upper floor addition only has two small north facing windows. No other facades are adjacent to neighboring buildings.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i>   |
|                                     |                          |                          | 17.06.090(C)3g        | <b>g. Decks and Balconies</b>  |

|                                     |                          |                          |                       |   |
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| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                       | <b>Guideline: Decks and balconies shall be in scale with the building and the neighborhood.</b>   |
|                                     |                          |                          | <i>Staff Comments</i> | <i>No decks/balconies are proposed. Patios are proposed at grade. Findings: Compliance. This standard is either not applicable or has been met.</i>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 17.06.090(C)3g        | <b>Guideline: Decks and balconies should be designed with the privacy of neighbors in mind when possible.</b>   |
|                                     |                          |                          | <i>Staff Comments</i> | <i>No decks/balconies are proposed. Patios are proposed at grade. Findings: Compliance. This standard is either not applicable or has been met.</i>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 17.06.090(C)3h        | <b>h. Building Materials and Finishes</b>   |
|                                     |                          |                          |                       | <b>Guideline: Materials and colors shall be selected to avoid the look of large, flat walls. The use of texture and detailing to reduce the perceived scale of large walls is encouraged.</b>   |
|                                     |                          |                          | <i>Staff Comments</i> | <i>The proposed residence will complement that of the surrounding neighborhood. The project utilizes board and batten siding at the upper floor level, with wood shingles in the gables to match the existing house.</i><br><br><i>Vertical corrugated metal siding is proposed at the ground floor level to minimize moisture damage from snow against the building. The siding changes are separated by belly bands that match the existing house. The color palette consists of brown tones with enough contrast to emphasize the different siding treatments. Findings: Compliance. This standard is either not applicable or has been met.</i> |

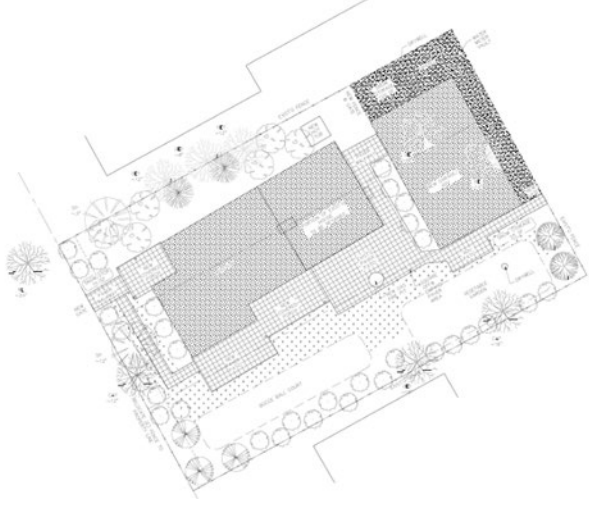
|                                     |                          |                          |                |  |
|-------------------------------------|--------------------------|--------------------------|----------------|--|
|                                     |                          |                          |                | <p>Swan Addition/Remodel Color Palette</p> <div> <div> <p>Metal Siding:</p>  <p>7/8" Corrugated - Mansard Brown</p> <p><small>7/8" corrugated metal roofing has deep very corrugations that look pleasing in your metal roof. Structurally strong, incredibly impact resistant. Made to your specific sizes.</small></p> <p>Western States Metal Roofing</p> </div> <div> <p>Timber Stain:</p>  <p>Cabinet Wood Toned Stain + Sealer</p> </div> </div> <div> <div> <p>Board and Batt Siding:</p>  <p>Sherwin Williams SW 9084 Cocoa Whip</p> </div> <div> <p>Window Cladding, Fascia &amp; Trim:</p>  <p>Pella Pro 151 Brown</p> </div> </div>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 17.06.090(C)3h | <p><b>Guideline:</b> Large wall planes shall incorporate more than one material or color to break up the mass of the wall plane.</p>   |
|                                     |                          |                          | Staff Comments | <p><i>The largest wall plane is broken up by a covered front entry, roof pitch and natural timber posts that reduce the mass of the building. The roof form and exterior colors encourage human scale and are complementary to the surrounding area. The Applicant is proposing Architectural Composite Shingles, Board and Batt Siding in Sherwin Williams Cocoa Whip, Pella Brown Fascia trim, Natural wood timbers and corrugated metal siding in western states Mansard Brown (see image for further details).</i></p> <p><i>Findings: Compliance. This standard is either not applicable or has been met.</i></p>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 17.06.090(C)3i | <p><b>i. Ornamentation and Architectural Detailing</b></p>   |
|                                     |                          |                          |                | <p><b>Guideline:</b> Architectural detailing shall be incorporated into the front wall plane of buildings.</p>   |
|                                     |                          |                          | Staff Comments | <p><i>Simple detailing is proposed: covered front entry and porch, with natural beams.</i></p> <p><i>Findings: Compliance. This standard is either not applicable or has been met.</i></p>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 17.06.090(C)3i | <p><b>Guideline:</b> The use of porches, windows, stoops, shutters, trim detailing and other ornamentation that is reminiscent of the historic nature of Old Hailey is encouraged.</p>   |



|                                     |                          |                                     |                       |   |
|-------------------------------------|--------------------------|-------------------------------------|-----------------------|---|
|                                     |                          |                                     | <b>Staff Comments</b> | <i>The proposed residence aligns with the nature and character of Old Hailey. The south and west facades of the house, which are the most visible from the street, have single story front and side porches and kitchen pop-out. The porch roofs and protective shed roofs over walkways are supported with heavy timber framing. Ornamentation is minimal and matches the existing house, with the corrugated metal siding providing a functional, contemporary twist. Findings: Compliance. This standard is either not applicable or has been met.</i> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.090(C)3i        | <b>Guideline: Architectural details and ornamentation on buildings should be compatible with the scale and pattern of the neighborhood.</b>   |
|                                     |                          |                                     | <b>Staff Comments</b> | <i>Please refer to Section 17.06.090(C)3i for further information. Findings: Compliance. This standard is either not applicable or has been met.</i>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.090(C)4         | <b>4. Circulation and Parking</b>   |
|                                     |                          |                                     |                       | <b>Guideline: Safety for pedestrians shall be given high priority in site planning, particularly with respect to parking, vehicular circulation and snow storage issues.</b>  |
|                                     |                          |                                     | <b>Staff Comments</b> | <i>Pedestrian access to the house will continue to be provided from the street in front of the house. The proposed garage will provide covered parking for three cars off of the alley. The area to the north of the garage may be used for parking or storage and will be screened from the property to the north by the existing fence. No recreational vehicle storage will be necessary. Findings: Compliance. This standard is either not applicable or has been met.</i>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.090(C)4         | <b>Guideline: The visual impacts of on-site parking visible from the street shall be minimized.</b>   |
|                                     |                          |                                     | <b>Staff Comments</b> | <i>Adequate parking has been provided and is located in the new garage addition off the alley. Pedestrian access is provided for the single-family home through a covered breezeway between the two buildings, and the ADU is accessed through the garage. Findings: Compliance. This standard is either not applicable or has been met.</i>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.090(C)4         | <b>Guideline: As a general rule, garages and parking should be accessed from the alley side of the property and not the street side.</b>  |
|                                     |                          |                                     | <b>Staff Comments</b> | <i>The Applicant is proposing vehicular access through the alleyway for both the single-family residence and the ADU. Findings: Compliance. This standard is either not applicable or has been met.</i>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.090(C)4         | <b>Guideline: Detached garages accessed from alleys are strongly encouraged.</b>  |
|                                     |                          |                                     | <b>Staff Comments</b> | <i>The detached garage is proposed to be accessed off the alleyway. Findings: Compliance. This standard is either not applicable or has been met.</i>   |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 17.06.090(C)4         | <b>Guideline: When garages must be planned on the street side, garage doors shall be set back and remain subordinate to the front wall plane.</b>   |

|                                     |                          |                                     |                       |  |
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|                                     |                          |                                     | <i>Staff Comments</i> | <i>N/A, as the garage will have access from the existing alley.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i>  |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.090(C)4         | <b>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.</b>  |
|                                     |                          |                                     | <i>Staff Comments</i> | <i>N/A, as the garage will have access from the existing alley.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 17.06.090(C)4         | <b>Guideline: Off-street parking space for recreational vehicles should be developed as part of the overall site planning.</b>   |
|                                     |                          |                                     | <i>Staff Comments</i> | <i>There is no seasonal, off-street parking for recreational vehicles being proposed.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.090(C)5         | <b>5. Alleys</b>   |
|                                     |                          |                                     |                       | <b>Guideline: Alleys shall be retained in site planning. Lot lines generally shall not be modified in ways that eliminate alley access to properties.</b>  |
|                                     |                          |                                     | <i>Staff Comments</i> | <i>The alley is existing and will be utilized for access to onsite parking.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.090(C)5         | <b>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.</b>  |
|                                     |                          |                                     | <i>Staff Comments</i> | <i>Utilities are located underground within the existing alley. Any additional utilities and/or building infrastructure will be located within the existing alley.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.090(C)5         | <b>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.</b>                        |
|                                     |                          |                                     | <i>Staff Comments</i> | <i>The parcel is located within the Limited Residential (LR1) and Townsite Overlay (TO) Zoning Districts. The existing alley that services the residence is of a dust-free gravel, and if noxious weeds are present on the site, the Developer shall control according to State Law.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.090(C)5         | <b>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.</b>  |

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|                                     |                          |                                     | <b>Staff Comments</b> | <i>There are two (2) dwarf trees being proposed to be located near the alleyway inside the fence line.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.090(C)6         | <b>6. Accessory Structures</b>   |
|                                     |                          |                                     |                       | <b>Guideline: Accessory buildings shall appear subordinate to the main building on the property in terms of size, location and function.</b>   |
|                                     |                          |                                     | <b>Staff Comments</b> | <i>A detached garage/ADU is proposed subordinate to the primary residence. The proposed garage/ADU is located at the rear of the property. Its footprint is much smaller than that of the home, and it's about 5' shorter in building height. The same architectural detailing is utilized to break up the facades as is used on the house.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i>  |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 17.06.090(C)6         | <b>Guideline: In general, accessory structures shall be located to the rear of the lot and off of the alley unless found to be impractical.</b>  |
|                                     |                          |                                     | <b>Staff Comments</b> | <i>N/A, as no additional accessory buildings are proposed. The proposed new garage/ADU building will be located near the rear of the lot and located behind the proposed residence.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.090(C)7         | <b>7. Snow Storage</b>   |
|                                     |                          |                                     |                       | <b>Guideline: All projects shall be required to provide 25% snow storage on the site.</b>  |
|                                     |                          |                                     | <b>Staff Comments</b> | <i>25% snow storage is proposed for all parking and building access routes. There is ample open space on the site for additional snow storage. The roofs are intended to hold snow, but the setbacks are also sufficient to allow it to shed without impact neighboring properties. All snow storage will be retained on site and will not impact adjacent properties. There is 160 square feet of onsite snow storage being proposed.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | 17.06.090(C)7         | <b>Guideline: A snow storage plan shall be developed for every project showing:</b> <ul style="list-style-type: none"> <li>• Where snow is stored, key pedestrian routes and clear vision triangles.</li> <li>• Consideration given to the impacts on adjacent properties when planning snow storage areas.</li> </ul>   |
|                                     |                          |                                     | <b>Staff Comments</b> | <i>Snow storage areas are adjacent to the garage/ADU building as well as a small surface area located near the front walkway. Snow storage areas do not restrict pedestrian access, and pedestrian access is unrestricted and visible from the public streets, Third Avenue.<br/>Findings: Compliance. This standard is either not applicable or has been met.</i>   |
|                                     |                          |                                     | 17.06.090(C)8         | <b>8. Existing Mature Trees and Landscaping</b>  |

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| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                       | <b>Guideline:</b> 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.  |
|                                     |                          |                          | <b>Staff Comments</b> | <i>There are several existing trees that are identified onsite that are proposed to be retained including large Deciduous and Conifer trees towards the front and rear of the home, as well as large Deciduous trees along the southern property line. The Applicant is proposing to remove several Deciduous and Conifer trees along the Northern property line. The plan is to replace those trees with Spruce and Aspen trees.</i><br><i>Findings: Compliance. This standard is either not applicable or has been met.</i>  |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | 17.06.090(C)8         | <b>Guideline:</b> 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.  |
|                                     |                          |                          | <b>Staff Comments</b> | <i>The Applicant is proposing the addition of miscellaneous shrubs and perennial flowers along the southern property line and along the front northerly western border to create a landscaped buffer. The Applicant is further proposing to keep the site how it is, which includes grass, and gravel surfaces. The Applicant shows paver patios along the home and through the breezeway. No other additional landscaping is proposed at this time.</i><br><i>Findings: Compliance. This standard is either not applicable or has been met.</i><br> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 17.06.090(C)8         | <b>Guideline:</b> Noxious weeds shall be controlled according to State Law.  |
|                                     |                          |                          | <b>Staff Comments</b> | <i>If noxious weeds are present on the site, the Developer shall control according to State Law.</i><br><i>Findings: Compliance. This standard is either not applicable or has been met.</i>   |
|                                     |                          |                          | 17.06.090(C)9         | <b>9. Fences and Walls</b>   |

|                                     |                          |                                     |                       |   |
|-------------------------------------|--------------------------|-------------------------------------|-----------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |                       | <b>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.</b>   |
|                                     |                          |                                     | <b>Staff Comments</b> | <i>The existing wood fence is planned to be retained and repaired as necessary. The front section will be relocated to the front property line, and a portion of the rear fence will be removed to allow parking access. Any short additional fence additions will match the existing fence.</i><br><i>Findings: Compliance. This standard is either not applicable or has been met.</i>  |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 17.06.090(C)9         | <b>Guideline: Retaining walls shall be in scale to the streetscape.</b>   |
|                                     |                          |                                     | <b>Staff Comments</b> | <i>N/A, as none are proposed.</i><br><i>Findings: Compliance. This standard is either not applicable or has been met.</i>   |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 17.06.090(C)10        | <b>10. Historic Structures</b>  |
|                                     |                          |                                     |                       | <b>General Guidelines: Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following guidelines:</b> <ul style="list-style-type: none"> <li>• 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.</li> <li>• The alteration shall be contributing to the Townsite Overlay District. Adaptive re-use of Historic Structures is supported while maintaining the architectural integrity of the original structure.</li> </ul>   |
|                                     |                          |                                     | <b>Staff Comments</b> | <i>While the client wished to retain the original, front portion of the existing home, its non- conforming code status and structural deficiencies preclude adding to it or remodeling. The sheds at the rear of the property also suffer from non-compliance with code and structural inadequacies and do not lend themselves to being remodeled into the desired garage/ADU. As a result, the client has applied for a Historic Demolition Permit for removal of these structures.</i><br><br><i>The Applicant applied for a Historic Demolition Application through the HAHPC, and on February 13, 2024, was approved to remove the original portion of the home to bring the structure up to city and state codes. The Applicant was also granted approval to remove two existing sheds located towards the rear of the property.</i><br><i>Findings: Compliance. This standard is either not applicable or has been met.</i> |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 17.06.090(C)10        | <b>Specific Guidelines. Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following specific guidelines:</b> <ul style="list-style-type: none"> <li>• 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.</li> </ul>  |

|  |  |  |                       |  |
|--|--|--|-----------------------|--|
|  |  |  |                       | <ul style="list-style-type: none"> <li>• 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:               <ul style="list-style-type: none"> <li>~ The addition should not destroy or obscure important architectural features of the original building and/or the primary façade;</li> <li>~ Exterior materials that are compatible with the original building materials should be selected;</li> <li>~ The size and scale of the addition should be compatible with the original building, with the addition appearing subordinate to the primary building;</li> <li>~ The visual impact of the addition should be minimized from the street;</li> <li>~ 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;</li> <li>~ The roof form and slope of the roof on the addition should be in character with the original building;</li> <li>~ The relationship of wall planes to the street and to interior lots should be preserved with new additions.</li> </ul> </li> </ul> |
|  |  |  | <i>Staff Comments</i> | <p><i>The original portion of the existing structure and the two (2) sheds located towards the rear of the property are considered historic. The Applicant went through the City's process and applied for Historic Demolition Application with the Hailey Arts and History Committee, and on February 13, 2024, the Applicant received approval from the Commission.</i></p> <p><i>Findings: Compliance. This standard is either not applicable or has been met.</i></p>  |

## CONCLUSIONS OF LAW AND DECISION

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. The following shall be met:
  - i. Existing water and sewer services shall be utilized.
- d) The project shall be constructed in accordance with the Application or as modified by the Findings of Fact, Conclusions of Law, and Decision.
- e) All new and existing exterior lighting shall comply with the Outdoor Lighting requirements according to 17.08C.

- f) Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided as approved by the City Attorney, before a Certificate of Occupancy can be issued.
- g) This Design Review approval is for the date the Findings of Fact are signed. The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.
- h) Construction staging and storage shall not be within the City Right-of-Way. All construction impacts shall occur within the property boundary.
- i) All utilities shall be located underground, consistent with 17.06.080(A)3h.
- j) Any and all existing trees and mature landscaping, noted to be retained, shall be protected throughout the construction process.
- k) The Applicant shall pay a sidewalk in-lieu fee for the property frontage of Third Avenue. This payment shall be made prior to issuance of a Building Permit.
- l) All water main lines within the alley that are less than six (6) feet deep, shall be insulated with 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.
- m) Approval of the Design Review is contingent upon the approval of the submitted Lot Line Adjustment.
- 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.

Signed this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Janet Fugate, Planning and Zoning Chair

Attest:

\_\_\_\_\_  
Jessica Parker, Community Development Building and Operations Manager

**Return to Agenda**





## STAFF REPORT

### Hailey Planning and Zoning Commission

### Regular Meeting of March 18, 2024

**To:** Hailey Planning & Zoning Commission  
**From:** Emily Rodrigue, Community Development City Planner/Resilience Planner

**Overview:** Consideration of a Preliminary Plat Application by Butterfly, LLC, to reconfigure Lot 2D, Block 3, Airport West Subdivision #2 (1911 Lear Lane) into two (2) condominium lots, with one (1) 950 square foot unit (approximately) on each lot and a shared 11,953 square foot common area. This project is known as Homeworks Condominium Association, Inc. and it is located within the SCI Industrial (SCI-I) Zoning District.

**Hearing:** March 18, 2024

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**Applicant:** Butterfly, LLC  
**Project:** Homeworks Condominium Association, Inc.  
**Location:** 110 Gulf Stream Lane (Lot 4HA, Block 4, Airport West Subdivision Phase II)  
**Size & Zoning:** 0.31 acres (13,779 sq. ft.) – SCI Industrial (SCI-I) Zoning District

**Notice:** Notice for the public hearing was published in the Idaho Mountain Express on February 28, 2024 and mailed to property owners on February 28, 2024.

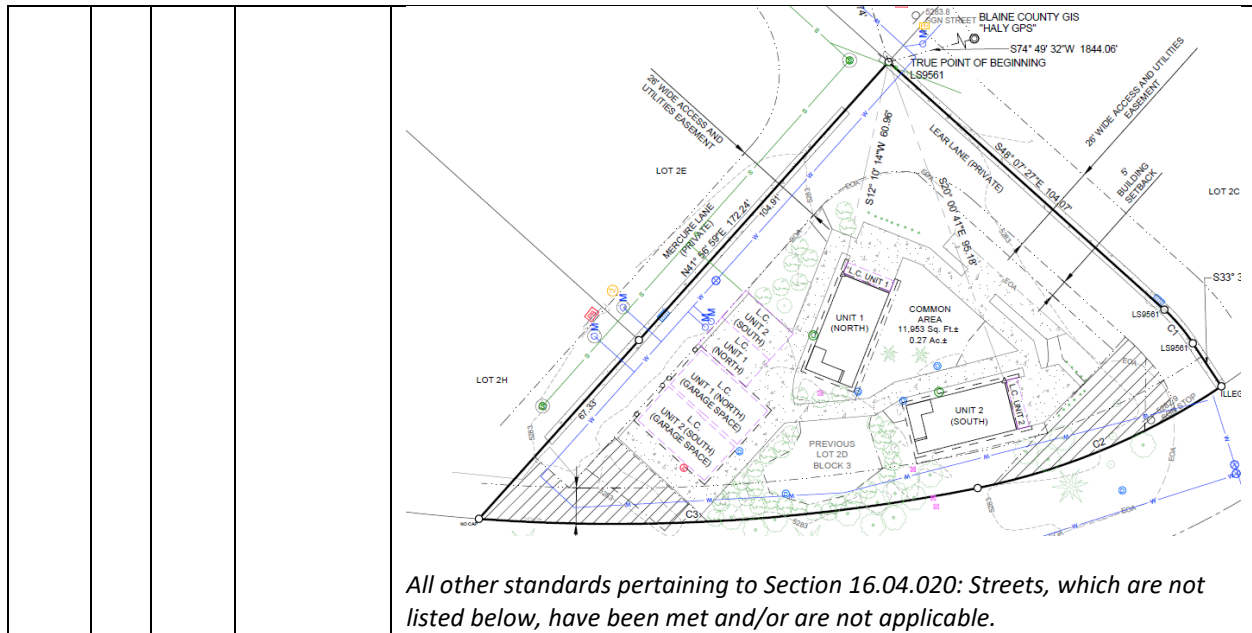
**Application:** Butterfly, LLC, represented by Opal Engineering, has submitted a Preliminary Plat Application for approval of a condominium plat/subdivision to an existing set of two (2) live-work buildings located on Lot 2D, Block 3, Airport West Subdivision #2 (1911 Lear Lane). The Design Review Application for the existing buildings was approved on January 21, 2021. Site planning/design, required infrastructure, and landscaping features were addressed during the Design Review process and installed with the construction of the live-work units themselves.

The existing live-work buildings are detached, and each is approximately 950 square feet in size. A detached 742.5 square foot garage (two bay) is also located on the lot, specified as within the "Limited Common Area". Each live-work unit contains a kitchen, bathroom, and entry patio on the first floor, plus a bedroom and additional bathroom on the second floor. Access to the site can be achieved from Mercure Lane and Lear Lane, both private streets. All common areas have been designated on the plat and draft Condominium Declarations have been submitted, which addresses all commonly owned areas.

As a Condominium Conversion, pursuant Section 16.07.070 of the Hailey Municipal Code, the Preliminary Plat is not subject to Section 16.04.110 of the Hailey Municipal Code, which addresses parks, pathways, and other green spaces.

**Procedural History:** The Application was submitted on February 12, 2024 and certified complete on February 13, 2024. A public hearing before the Planning and Zoning Commission will held on March 18, 2024 in the Council Chambers of Hailey City Hall, and virtually via Microsoft Teams.

| Standards of Evaluation for a Subdivision |                          |                          |                                 |   |
|---|--------------------------|--------------------------|---------------------------------|---|
| Compliant                                 |                          |                          | Standards and Staff Comments    |   |
| Yes                                       | No                       | N/A                      | City Code                       | City Standards and <i>Staff Comments</i>  |
| <input checked="" type="checkbox"/>       | <input type="checkbox"/> | <input type="checkbox"/> | 17.06.050                       | Complete Application  |
| <input checked="" type="checkbox"/>       | <input type="checkbox"/> | <input type="checkbox"/> | Department Comments             | Engineering: <i>No comments</i>   |
|   |                          |                          |                                 | Life/Safety: <i>No comments</i>   |
|   |                          |                          |                                 | Water and Wastewater: <i>No comments</i>  |
|   |                          |                          |                                 | Planning: <i>No comments</i>  |
|   |                          |                          |                                 | Building: <i>No comments</i>  |
|   |                          |                          |                                 | Streets: <i>No comments</i>   |
|   |                          |                          |                                 | City Arborist: <i>No comments</i>   |
| <input checked="" type="checkbox"/>       | <input type="checkbox"/> | <input type="checkbox"/> | 16.04.010 Development Standards | Applicability: The configuration and development of proposed subdivisions shall be subject to and meet the provisions and standards found in this Title, the Zoning Title and any other applicable Ordinance or policy of the City of Hailey and shall be in accordance with general provisions of the Comprehensive Plan.  |
|   |                          |                          | Staff Comments                  | Please refer to the specific standards as noted herein.   |
| 16.04.020: Streets:                       |                          |                          |                                 |   |
| Compliant                                 |                          |                          | Standards and Staff Comments    |   |
| Yes                                       | No                       | N/A                      | City Code                       | City Standards and <i>Staff Comments</i>  |
| <input checked="" type="checkbox"/>       | <input type="checkbox"/> | <input type="checkbox"/> | 16.04.020                       | Streets: Streets shall be provided in all subdivisions where necessary to provide access and shall meet all standards below.  |
| <input checked="" type="checkbox"/>       | <input type="checkbox"/> | <input type="checkbox"/> | A.                              | Development Standards: All streets in the subdivision must be platted and developed with a width, alignment, and improvements such that the street is adequate to safely accommodate existing and anticipated vehicular and pedestrian traffic and meets City standards. Streets shall be aligned in such a manner as to provide through, safe and efficient access from and to adjacent developments and properties and shall provide for the integration of the proposed streets with the existing pattern. |
|   |                          |                          | Staff Comments                  | The parcel is located within the Airport West Subdivision and is surrounded by private streets. Frontages of the live-work buildings face Lear Lane, while the garage frontage faces Mercure Lane. The two (2) designated parking spots are also accessed from Mercure Lane.  |



#### 16.04.030: Sidewalks and Drainage Improvements

| Compliant                           |                          |                                     | Standards and Staff Comments |  |
|-------------------------------------|--------------------------|-------------------------------------|------------------------------|--|
| Yes                                 | No                       | N/A                                 | City Code                    | City Standards and Staff Comments  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | A.                           | Sidewalks and drainage improvements are required in all zoning districts and shall be located and constructed according to applicable City standards, except as otherwise provided herein.   |
|                                     |                          |                                     | Staff Comments               | No new sidewalks are proposed with this application. There is an existing sidewalk along the front of the building (the property frontage of Lear Lane) leading to each entrance. Limited sidewalks exist on the properties directly to the east and the north, although broader sidewalk connectivity along Lear Lane properties is not present; sidewalks on the private streets were not required as part of the Airport West Subdivision. Sidewalks do exist on all public streets in the project vicinity (Aviation Drive and Merlin Loop). |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | B.                           | The length of sidewalks and drainage improvements constructed shall be equal to the length of the subject property line(s) adjacent to any public street or private street.  |
|                                     |                          |                                     | Staff Comments               | Please refer to Section 16.04.030(A) for further details.  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | C.                           | New sidewalks shall be planned to provide pedestrian connections to any existing and future sidewalks adjacent to the site.  |
|                                     |                          |                                     | Staff Comments               | Please refer to Section 16.04.030(A) for further details.  |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | D.                           | Sites located adjacent to a public street or private street that are not currently through streets, regardless whether the street may provide a connection to future streets, shall provide sidewalks to facilitate future pedestrian connections.   |
|                                     |                          |                                     | Staff Comments               | N/A. Please refer to Section 16.04.030(A) for further details and/or comments noted by City Staff.   |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | E.                           | The requirement for sidewalk and drainage improvements are not required for any lot line adjustment.   |
|                                     |                          |                                     | Staff Comments               | N/A, as this is not a lot line adjustment application.   |

| 16.04.040: Alleys and Easements     |                          |                                     |                              |   |
|-------------------------------------|--------------------------|-------------------------------------|------------------------------|---|
| Compliant                           |                          |                                     | Standards and Staff Comments |   |
| Yes                                 | No                       | N/A                                 | City Code                    | City Standards and <i>Staff Comments</i>  |
|                                     |                          |                                     | A.                           | Alleys:   |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | A. 1.                        | Alleys shall be provided in all Business District and Limited Business District developments where feasible.  |
|                                     |                          |                                     | <i>Staff Comments</i>        | <i>No alleys are associated with this site.</i>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | B.                           | Easements. Easements, defined as the use of land not having all the rights of ownership and limited to the purposes designated on the plat, shall be placed on the plat as appropriate. Plats shall show the entity to which the easement has been granted. Easements shall be provided for the following purposes:   |
|                                     |                          |                                     |                              | <i>The following easements are existing:</i> <ul style="list-style-type: none"> <li>- 26'-wide Access and Utility Easement to benefit the north and east property frontages for Lot 2D (Mercure Lane and Lear Lane)</li> <li>- 10'-wide Public Utility, Snow Storage, and Landscaping Easement to benefit the south/southwest property frontages for Lot 2D (Merlin Loop).</li> </ul>   |
| 16.04.050: Blocks                   |                          |                                     |                              |   |
| Compliant                           |                          |                                     | Standards and Staff Comments |   |
| Yes                                 | No                       | N/A                                 | City Code                    | City Standards and <i>Staff Comments</i>  |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 16.04.050                    | Blocks: The length, width and shape of blocks shall be determined with due regard to adequate building sites suitable to the special needs of the type of use contemplated, the zoning requirements as to lot size and dimensions, the need for convenient access and safe circulation and the limitations and opportunities of topography.   |
|                                     |                          |                                     | <i>Staff Comments</i>        | <i>No new blocks are proposed, and all existing blocks are shown on the Preliminary Plat.</i>   |
| 16.04.060: Lots                     |                          |                                     |                              |   |
| Compliant                           |                          |                                     | Standards and Staff Comments |   |
| Yes                                 | No                       | N/A                                 | City Code                    | City Standards and <i>Staff Comments</i>  |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 16.04.060                    | Lots: All lots shown on the subdivision plat must conform to the minimum standards for lots in the district in which the subdivision is planned. The City will generally not approve single-family residential lots larger than one-half (1/2) acre (21,780 square feet). In the event a single-family residential lot greater than one-half (1/2) acre is platted, irrigation shall be restricted to not more than one-half (1/2) acre, pursuant to Idaho Code §42-111, and such restriction shall be included as a plat note. District regulations are found in the Zoning Chapter. |
|                                     |                          |                                     | <i>Staff Comments</i>        | <i>N/A, as the lot is located within the SCI-I zoning district. Single-family residences are not permitted within the zoning district and the lot conforms to the minimum standards for lots within this district.</i>  |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | A.                           | If lots are more than double the minimum size required for the zoning district, the Developer may be required to arrange lots in anticipation of future re-subdivision and provide for future streets where necessary to serve potential lots, unless the plat restricts further subdivision.   |
|                                     |                          |                                     | <i>Staff Comments</i>        | <i>N/A, as the existing lot and the proposed condominium lots are not more than double the minimum size required for the zoning district.</i>   |

| 16.04.070: Orderly Development               |                          |                                     |                              |  |
|--|--------------------------|-------------------------------------|------------------------------|--|
| Compliant                                    |                          |                                     | Standards and Staff Comments |  |
| Yes  | No                       | N/A                                 | City Code                    | City Standards and <i>Staff Comments</i>   |
| <input type="checkbox"/>                     | <input type="checkbox"/> | <input checked="" type="checkbox"/> | A.                           | Phasing Required: Development of subdivisions shall be phased to avoid the extension of City services, roads and utilities through undeveloped land.   |
|  |                          |                                     | <i>Staff Comments</i>        | <i>N/A, as the building and all City services, roads, utilities, etc. are existing.</i>  |
| <input checked="" type="checkbox"/>          | <input type="checkbox"/> | <input type="checkbox"/>            | D.                           | <p>When the developer of contiguous parcels proposes to subdivide 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:</p> <ol style="list-style-type: none"> <li>1. Streets, whether public or private, shall provide an interconnected system and shall be adequate to accommodate anticipated vehicular and pedestrian traffic.</li> <li>2. Non-vehicular circulation routes shall provide safe pedestrian and bicycle ways and provide an interconnected system to streets, parks and green space, public lands, or other destinations.</li> <li>3. Water main lines and sewer main lines shall be designed in the most effective layout feasible.</li> <li>4. Other utilities including power, telephone, cable, and gas shall be designed in the most effective layout feasible.</li> <li>5. Park land shall be most appropriately located on the Contiguous Parcels.</li> <li>6. Grading and drainage shall be appropriate to the Contiguous Parcels.</li> <li>7. Development shall avoid easements and hazardous or sensitive natural resource areas.</li> </ol> <p>The commission and council may require that any or all contiguous parcels be included in the subdivision.</p> |
|  |                          |                                     | <i>Staff Comments</i>        | <i>The Applicant owns two (2) parcels directly adjacent/contiguous to the parcel associated with this Application. These parcels are 41 Mercure Lane ("The Granary") and 1830 Lear Lane ("Lightworks"). These parcels have already been developed/improved. The parcel in question already has structures completed on it as well, and this application addresses a request for a condominium plat for these existing structures. With this context in mind, Staff do not feel an area development plan is necessary.</i>  |
| 16.04.080: Perimeter Walls, Gates and Berms  |                          |                                     |                              |  |
| Compliant                                    |                          |                                     | Standards and Staff Comments |  |
| Yes  | No                       | N/A                                 | City Code                    | City Standards and <i>Staff Comments</i>   |
| <input type="checkbox"/>                     | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 16.04.080                    | The City of Hailey shall not approve any residential subdivision application that includes any type of perimeter wall or gate that restricts access to the subdivision. This regulation does not prohibit fences on or around individual lots. The City shall also not allow any perimeter landscape berm more than 3' higher than the previously existing (original) grade.   |
|  |                          |                                     | <i>Staff Comments</i>        | <i>N/A, as no perimeter walls, gates or landscape berms are proposed. All other standards pertaining to Section 16.04.080: Perimeter Walls, Gates and Berms, which are not listed below, have been met and/or are not applicable.</i>  |
| 16.04.090: Cuts, Fills, Grading and Drainage |                          |                                     |                              |  |
| Compliant                                    |                          |                                     | Standards and Staff Comments |  |
| Yes  | No                       | N/A                                 | City Code                    | City Standards and <i>Staff Comments</i>   |
| <input type="checkbox"/>                     | <input type="checkbox"/> | <input checked="" type="checkbox"/> | A.                           | Plans Required: Proposed subdivisions shall be carefully planned to be compatible with natural topography, soil conditions, geology and hydrology of the site, as well   |

|  |                          |                                     |                                     |   |
|--|--------------------------|-------------------------------------|-------------------------------------|---|
|  |                          |                                     |                                     | as to minimize cuts; fills, alterations of topography, streams, drainage channels; and disruption of soils or vegetation. Fill within the floodplain shall comply with the requirements of the Flood Hazard Overlay District of the Zoning Ordinance.   |
|  |                          |                                     | <i>Staff Comments</i>               | <i>N/A, as the building and subdivision are existing. The site is relatively flat and no floodplain exists.</i><br><br><i>All other standards pertaining to Section 16.04.090: Cuts, Fills, Grading and Drainage, which are not listed below, have been met and/or are not applicable.</i>  |
| <b>16.04.100: Overlay Districts</b>                      |                          |                                     |                                     |   |
| <b>Compliant</b>   |                          |                                     | <b>Standards and Staff Comments</b> |   |
| <b>Yes</b>   | <b>No</b>                | <b>N/A</b>                          | <b>City Code</b>                    | <b>City Standards and Staff Comments</b>  |
|  |                          |                                     | A.                                  | Flood Hazard Overlay District:  |
| <input type="checkbox"/>                                 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | A. 1.                               | Subdivisions or portions of subdivision located within the Flood Hazard Overlay District shall comply with all provisions of Section 4.10 of the Zoning Ordinance.  |
|  |                          |                                     | <i>Staff Comments</i>               | <i>N/A, as the existing parcel is not located within the Flood Hazard Overlay District.</i><br><br><i>All other standards pertaining to Section 16.04.100: Overlay Districts, which are not listed below, have been met and/or are not applicable.</i>  |
| <b>16.04.110: Parks, Pathways and Other Green Spaces</b> |                          |                                     |                                     |   |
| <b>Compliant</b>   |                          |                                     | <b>Standards and Staff Comments</b> |   |
| <b>Yes</b>   | <b>No</b>                | <b>N/A</b>                          | <b>City Code</b>                    | <b>City Standards and Staff Comments</b>  |
| <input type="checkbox"/>                                 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | A.                                  | Parks and Pathways: Unless otherwise provided, every subdivision shall set aside a Park and/or Pathway(s) in accordance with standards set forth herein.  |
|  |                          |                                     | <i>Staff Comments</i>               | <i>N/A. As a Condominium Conversion, pursuant Section 16.07.070 of the Hailey Municipal Code, the Preliminary Plat is not subject to the Parks, Pathways and Other Green Spaces standards noted in Section 16.04.110 of the Hailey Municipal Code.</i><br><br><i>All other standards pertaining to Section 16.04.110: Parks, Pathways and Other Green Spaces, which are not listed below, have been met and/or are not applicable.</i>  |
| <b>16.05: Improvements Required:</b>                     |                          |                                     |                                     |   |
| <b>Compliant</b>   |                          |                                     | <b>Standards and Staff Comments</b> |   |
| <b>Yes</b>   | <b>No</b>                | <b>N/A</b>                          | <b>City Code</b>                    | <b>City Standards and Staff Comments</b>  |
| <input type="checkbox"/>                                 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 16.05.010                           | Minimum Improvements Required: It shall be a requirement of the Developer to construct the minimum infrastructure improvements set forth herein and any required infrastructure improvements for the subdivision, all to City Standards and procedures, set forth in Title 18 of the Hailey Municipal Code and adopted by ordinance in accordance with the notice and hearing procedures provided in Idaho Code §67-6509. Alternatives to the minimum improvement standards may be recommended for approval by the City Engineer and approved by the City Council at its sole discretion only upon showing that the alternative is clearly superior in design and effectiveness and will promote the public health, safety and general welfare. |
|  |                          |                                     | <i>Staff Comments</i>               | <i>N/A, as the building is existing and all infrastructure is in place.</i>   |

|   |                          |                                     |                |   |
|---|--------------------------|-------------------------------------|----------------|---|
|   |                          |                                     |                | <i>All other standards pertaining to Section 16.05: Improvements Required, which are not listed below, have been met and/or are not applicable.</i>   |
| <b>16.05.020: Streets, Sidewalks, Lighting, Landscaping</b> |                          |                                     |                |   |
| <input type="checkbox"/>                                    | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 16.05.020      | Streets, Sidewalks, Lighting, Landscaping: The developer shall construct all streets, alleys, curb and gutter, lighting, sidewalks, street trees and landscaping, and irrigation systems to meet City Standards, the requirements of this ordinance, the approval of the Council, and to the finished grades which have been officially approved by the City engineer as shown upon approved plans and profiles. The developer shall pave all streets and alleys with an asphalt plant-mix and shall chip-seal streets and alleys within one year of construction.  |
|   |                          |                                     | Staff Comments | N/A, as all public infrastructure is existing.<br><br><i>All other standards pertaining to Section 16.05.020: Streets, Sidewalks, Lighting, and Landscaping, which are not listed below, have been met and/or are not applicable.</i>   |
| <b>16.05.030: Sewer Connections</b>                         |                          |                                     |                |   |
| <input type="checkbox"/>                                    | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 16.05.030      | Sewer Connections: The developer shall construct a municipal sanitary sewer connection for each and every developable lot within the development. The developer shall provide sewer mains of adequate size and configuration in accordance with City standards, and all federal, state, and local regulations. Such mains shall provide wastewater flow throughout the development. All sewer plans shall be submitted to the City engineer for review and approval. At the City engineer's discretion, plans may be required to be submitted to the Idaho Department of Environmental Quality (DEQ) for review and comments.   |
|   |                          |                                     | Staff Comments | N/A, as all sewer connections are existing.<br><br><i>All other standards pertaining to Section 16.05.030: Sewer Connections, which are not listed below, have been met and/or are not applicable.</i>  |
| <b>16.05.040: Water Connections</b>                         |                          |                                     |                |   |
| <input type="checkbox"/>                                    | <input type="checkbox"/> | <input checked="" type="checkbox"/> | A.             | Requirements: The developer shall construct a municipal potable water connection, water meter and water meter vault in accordance with City Standards or other equipment as may be approved by the City engineer, for each and every developable lot within the development. The developer shall provide water mains and services of adequate size and configuration in accordance with City Standards, and all federal, state, and local regulations. Such water connection shall provide all necessary appurtenances for fire protection, including fire hydrants, which shall be located in accordance with the IFC and under the approval of the Hailey Fire Chief. All water plans shall be submitted to the City engineer for review and approval. At the City Engineer's discretion, plans may be required to be submitted to the Idaho Department of Environmental Quality (DEQ) for review and comments. |
|   |                          |                                     | Staff Comments | N/A, as all water connections are existing.<br><br><i>All other standards pertaining to Section 16.05.040: Water Connections, which are not listed below, have been met and/or are not applicable.</i>  |
| <b>16.05.050: Drainage</b>                                  |                          |                                     |                |   |
| <input type="checkbox"/>                                    | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 16.05.050      | Drainage: The developer shall provide drainage areas of adequate size and number to meet the approval of the street superintendent and the City engineer or his authorized representative. (Ord. 1191, 2015)  |
|   |                          |                                     | Staff Comments | N/A, as the building, subdivision and streets are existing.   |

|   |                          |                                     |                                     |  |
|---|--------------------------|-------------------------------------|-------------------------------------|--|
|   |                          |                                     |                                     | All other standards pertaining to Section 16.05.050: Drainage, which are not listed below, have been met and/or are not applicable.  |
| <b>16.05.060: Utilities</b>                                   |                          |                                     |                                     |  |
| <input type="checkbox"/>                                      | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 16.05.060                           | Utilities: The developer shall construct each and every individual service connection and all necessary trunk lines, and/or conduits for those improvements, for natural gas, electricity, telephone, and cable television to the property line before placing base gravel for the street or alley.  |
|   |                          |                                     | Staff Comments                      | N/A, as all utilities are in place.<br><br>All other standards pertaining to Section 16.05.060: Utilities, which are not listed below, have been met and/or are not applicable.  |
| <b>16.05.070: Parks, Green Space</b>                          |                          |                                     |                                     |  |
| <input type="checkbox"/>                                      | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 16.05.070                           | Parks, Green Space: The developer shall improve all parks and green space areas as presented to and approved by the hearing examiner or commission and council.  |
|   |                          |                                     | Staff Comments                      | N/A. Please refer to Section 16.04.110 for further detail.   |
| <b>16.05.080: Installation to Specifications; Inspections</b> |                          |                                     |                                     |  |
| <input type="checkbox"/>                                      | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 16.05.080                           | Installation to Specifications; Inspections: All improvements are to be installed under the specifications and inspection of the city engineer or his authorized representative. The minimum construction requirements shall meet City Standards or the Department of Environmental Quality (DEQ) standards, whichever is the more stringent.  |
|   |                          |                                     | Staff Comments                      | N/A, as no new construction or improvements are proposed.  |
| <b>16.05.090: Completion; Inspections; Acceptance</b>         |                          |                                     |                                     |  |
| <input type="checkbox"/>                                      | <input type="checkbox"/> | <input checked="" type="checkbox"/> | A.                                  | Installation of all infrastructure improvements must be completed by the developer and inspected and accepted by the city prior to signature of the plat by City representatives, or according to a phasing agreement. A post-construction conference shall be requested by the developer and/or contractor and conducted with the developer and/or contractor, the City engineer, and appropriate City departments to determine a punch list of items for final acceptance. |
|   |                          |                                     | Staff Comments                      | N/A, as no new construction or improvements are proposed; however, if infrastructure improvements take place, this standard shall be met.  |
| <input type="checkbox"/>                                      | <input type="checkbox"/> | <input checked="" type="checkbox"/> | B.                                  | The developer may, in lieu of actual construction, provide to the city security pursuant to Section 3.3.7, for all infrastructure improvements to be completed by developer after the final plat has been signed by City representatives. (Ord. 1191, 2015)  |
|   |                          |                                     | Staff Comments                      | N/A, as all major infrastructure is complete.  |
| <b>16.05.100: As Built Plans and Specifications</b>           |                          |                                     |                                     |  |
| <input checked="" type="checkbox"/>                           | <input type="checkbox"/> | <input type="checkbox"/>            | 16.05.100                           | As Built Plans and Specifications: Prior to the acceptance by the City of any improvements installed by the developer, three (3) sets of "as-built plans and specifications" certified by the developer's engineer shall be filed with the City engineer. (Ord. 1191, 2015)  |
|   |                          |                                     | Staff Comments                      | If any improvements are installed, as built drawings will be required. This standard will be met.  |
| <b>16.07: Condominiums</b>                                    |                          |                                     |                                     |  |
| <b>Compliant</b>  |                          |                                     | <b>Standards and Staff Comments</b> |  |
| Yes   | No                       | N/A                                 | City Code                           | City Standards and Staff Comments  |



|                                     |                          |                          |                |   |
|-------------------------------------|--------------------------|--------------------------|----------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 16.07.020      | <p><b>Plat Procedure:</b> The developer of a condominium project shall submit with the preliminary plat application, as required by this title, a copy of the proposed bylaws and condominium declarations of the proposed condominium development. The documents shall adequately provide for the control (including billing, where applicable, and maintenance of all common utilities, common area, recreational facilities and green space. The developer may submit a final plat application following inspection and approval by the building inspector of the footings and setbacks of the condominium building. Prior to final plat approval, the developer shall submit to the City a copy of the final bylaws and condominium declarations to be recorded with the county recorder, including the instrument number(s) under which each document was recorded. (Ord. 1191, 2015).</p> |
|                                     |                          |                          | Staff Comments | <p><i>A copy of the Condominium Declarations has been submitted.</i></p> <p><i>The City has not and will not in the future determine the enforceability or validity of the Declaration of Covenants, Conditions, and Restrictions or other private agreements.</i></p>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 16.07.030      | <p><b>Garages:</b> All garages shall be designated on the preliminary and final plats and on all deeds as part of the particular condominium units. Detached garages may be platted on separate sublots; provided, that the ownership of detached garages is appurtenant to specific condominium units on the condominium plat and that the detached garage(s) may not be sold and/or owned separate from any dwelling unit(s) within the condominium project. (Ord. 1191, 2015)</p>  |
|                                     |                          |                          | Staff Comments | <p><i>The garage building is existing, the property it sits upon has been designated as Limited Common Area. The Applicant understands that the detached garage may not be sold and/or owned separate from any dwelling units within the condominium project.</i></p>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 16.07.040      | <p><b>Storage, Parking Areas:</b> Condominium projects shall provide parking spaces according to the requirements of Title 17, Chapter 17.09 of this code. (Ord. 1191, 2015)</p>  |
|                                     |                          |                          | Staff Comments | <p><i>Per Title 17, Section 17.09.040.01, Condominium units require 1.5 parking spaces per unit. The existing buildings contain two (2) residential units, which require approximately three (3) parking spaces.</i></p> <p><i>Two (2) surface parking spaces are designated on site, with another two (2) parking spaces provided within the 2 bay, detached garage.</i></p>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 16.07.050      | <p><b>Construction Standards:</b> All condominium project construction shall be in accordance with the IBC, IRC and IFC. (Ord. 1191, 2015)</p>  |
|                                     |                          |                          | Staff Comments | <p><i>The live-work buildings and garage are existing and were constructed in 2021, and in accordance with the IBC, IRC and IFC Requirements in place at that time.</i></p>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 16.07.060      | <p><b>General Applicability:</b> All other provisions of this title and all applicable ordinances, rules and regulations of the city and all other governmental entities having jurisdiction shall be complied with by condominium developments. (Ord. 1191, 2015)</p>  |
|                                     |                          |                          | Staff Comments | <p><i>Upon meeting the proposed Conditions of Approval, the proposed Application does not appear to conflict with other provisions.</i></p>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 16.07.070      | <p><b>Conversion:</b> The conversion by subdivision of existing units into condominiums shall not be subject to section 16.04.110 of this title. (Ord. 1191, 2015)</p>  |
|                                     |                          |                          | Staff Comments | <p><i>Please refer to Section 16.04.110 for further information.</i></p>  |

**Summary and Suggested Conditions of Approval:** The Commission shall review the Preliminary Plat Application and continue the public hearing, approve, conditionally approve, or deny the Application. If approved, the Preliminary Plat Application will be forwarded to the Hailey City Council.

The following are suggested Conditions of Approval for Emerald City Condominiums:

- a) All Fire Department and Building Department requirements shall be met.
- b) All City infrastructure requirements shall be met as outlined in Title 16, Chapter 16.05 of the Hailey Municipal Code. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for City of Hailey approval, and shall meet City Standards where required.
- c) All improvements and other requirements shall be completed and accepted, or surety provided pursuant to Subsections 16.03.030(I) and 16.05.090(B) of the Hailey Municipal Code, prior to recordation of the Final Plat.
- d) Any Subdivision Inspection fees due shall be paid prior to recording the Final Plat.
- e) Any Application Development fees shall be paid prior to recording the Final Plat.
- f) Billing and utility payment information shall be addressed in the Condominium Declarations.
- g) Commonly-owned areas shall be addressed in the Condominium Declarations.
- h) All provisions of the Hailey Municipal Code, including but not limited to use regulations and parking requirements shall continue to be met. 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.
- i) The Final Plat must be submitted within two (2) calendar years from the date of approval of the Preliminary Plat, unless otherwise allowed for within a Phasing Agreement.
- j) The detached garages shall not be owned and/or sold separately from the dwelling units within the condominium project.

**Motion Language:**

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

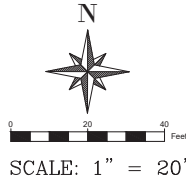
**Denial:** Motion to deny the Preliminary Plat Application by Butterfly, LLC, to reconfigure Lot 2D, Block 3, Airport West Subdivision #2 (1911 Lear Lane) into a condominium plat/subdivision, finding that \_\_\_\_\_ [Council should cite which standards are not met and provide the reason why each identified standard is not met].

**Continuation:** Motion to continue the public hearing to \_\_\_\_\_ [the Council should specify a date].



A PLAT SHOWING  
**HOMEWORKS CONDOMINIUMS**

WHEREIN LOT 2D, BLOCK 3, OF LOTS 1 & 2, BLOCK 3, AIRPORT WEST SUBDIVISION PHASE II, IS REPLATTED INTO CONDOMINIUMS AS SHOWN HEREON  
LOCATED WITHIN SECTION 15, T.2N., R.18E., B.M., CITY OF HAILEY, BLAINE COUNTY, IDAHO  
FEBRUARY 2024



SEE PAGE 2 FOR LEGEND

SURVEY NARRATIVE & NOTES

1. The purpose of this survey is to show the monuments found during the boundary retracement of Lot 2D, Block 3, of Lots 1 & 2, Block 3, Airport West Subdivision Phase II, and replat said property into Condominiums, as shown hereon. The boundary shown is based on found lot corner monuments and the plat of Lots 1 & 2, Block 3, Airport West Subdivision Phase II, Instrument Number 509416, records of Blaine County, Idaho. All found monuments have been accepted.
2. The distances shown are measured. Refer to the above referenced documents for the previous record data.
3. Unless specifically shown hereon, this survey does not purport to reflect any of the following which may be applicable to subject real property: natural hazards, encroachments, wetlands, ditches, easements, building setbacks, restrictive covenants, subdivision restrictions, zoning or any other land-use regulations.
4. In interpreting the Declaration, Plat or Plats, and Deeds, the existing physical boundaries of the unit as originally constructed, or reconstructed in lieu thereof, shall be conclusively presumed to be its boundaries rather than the metes and bounds expressed or depicted in the declaration, plat or plats, and/or deeds, regardless of settling or lateral movement of the building and regardless of minor variances between boundaries shown in the declaration, plat or plats, and/or deeds, and the actual boundaries of the units in the buildings.
5. Dimensions shown hereon will be subject to slight variations owing to normal construction tolerances.
6. A Lot Book Guarantee for the subject property has been issued by Stewart Title Guaranty Company, File Number 24492933, with a Date of Guarantee of January 19, 2024. Certain information contained in said title policy may not appear on this map or may affect items shown hereon. It is the responsibility of the owner or agent to review said title policy. Some of the encumbrances and easements listed in the title report are NOT plotted hereon. Review of specific documents is required, if further information is desired.
7. Horizontal or sloping planes shown hereon are top of finished floor and bottom of finished ceiling; vertical planes are finished surfaces of interior walls. Some structural members extend into units and limited common areas.
8. Property shown hereon is subject to terms, provisions, covenants, conditions, and restrictions, easements, charges, assessments, and liens provided by applicable Condominium Law or the Condominium Declaration recorded under Instrument Number \_\_\_\_\_, records of Blaine County, Idaho. Consult the Condominium Declarations for the definition of Common and Limited Common Area.
9. All area outside of the Units is Common Area, some of which is Limited Common. Certain areas of "Common" and "Limited Common" are shown by diagram.
10. Unit ties are to the interior corner of the subject building and unit. Vertical Datum is NAVD 1988.
11. The square footage shown for each unit is the ground level footprint area only.
12. Utility easements necessary to allow for access and maintenance of utilities serving the units other than the unit they are located in are hereby granted by this plat.
13. The property is subject to all applicable notes from the Plat of Lots 1 & 2, Block 3, Airport West Subdivision Phase 2, Instrument Number 509416, and from the Plat of Airport West Subdivision Phase II, Instrument Number 480276, records of Blaine County, Idaho.
14. No Garage may be condominiumized or sold separate from the associated units.

HEALTH CERTIFICATE: Sanitary restrictions as required by Idaho Code Title 50, Ch. 13, have been satisfied. Sanitary restrictions may be reimposed in accordance with Idaho Code Title 50, Ch. 13, Sec. 50-1326, by issuance of a Certificate of Disapproval.

Date \_\_\_\_\_

South Central Public Health District

| Curve Table |         |         |             |         |         |                 |
|-------------|---------|---------|-------------|---------|---------|-----------------|
| Curve       | Length  | Radius  | Delta       | Tangent | Chord   | Chord Direction |
| C1          | 12.38'  | 50.00'  | 14° 11' 21" | 6.22'   | 12.35'  | S40° 18' 38"E   |
| C2          | 74.68'  | 190.00' | 22° 31' 10" | 37.83'  | 74.20'  | S67° 23' 20"W   |
| C3          | 140.85' | 520.00' | 15° 31' 11" | 70.86'  | 140.42' | S86° 28' 36"W   |



MARK E. PHILLIPS,  
P.L.S. 16670

HOMEWORKS CONDOMINIUMS

1 OF 3  
PROJECT: 2023-114

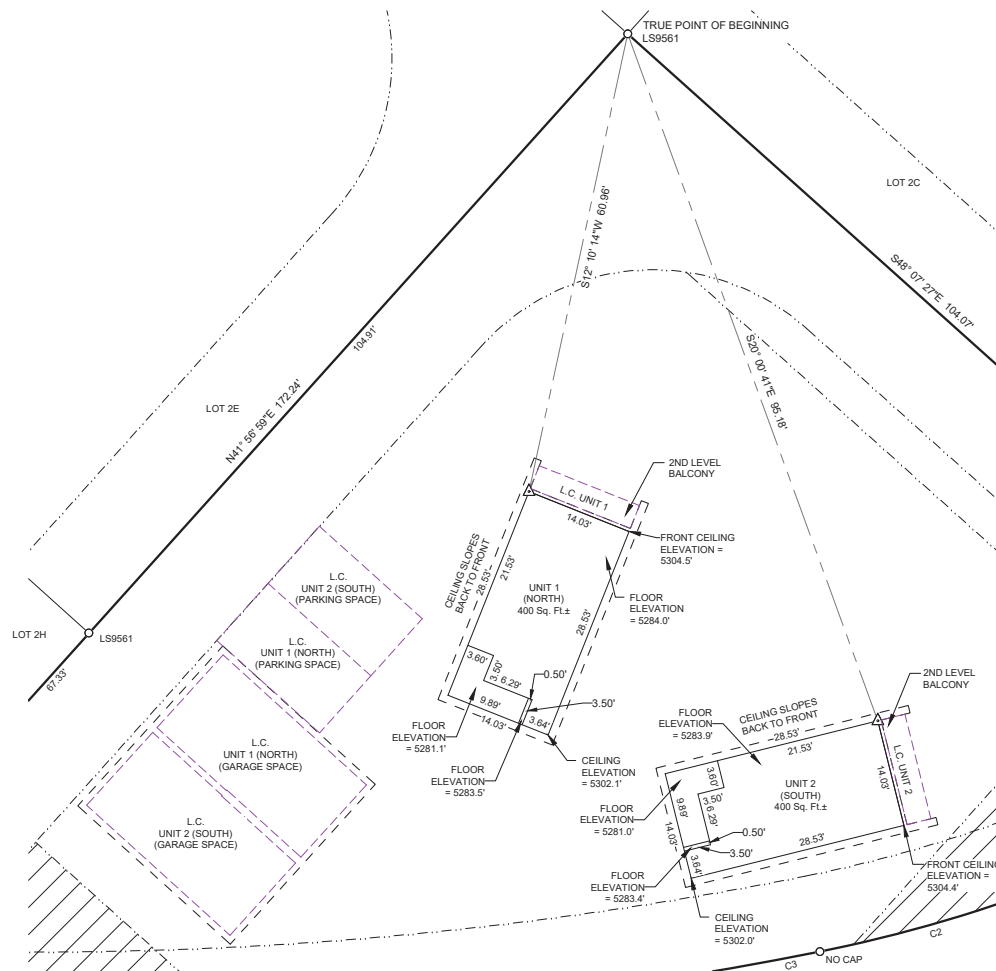
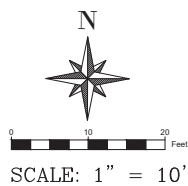
PHILLIPS LAND SURVEYING, PLLC  
HAILEY, IDAHO

## A PLAT SHOWING

FEBRUARY 2024

UNIT FLOOR PLANS &amp; TIES

SEE PAGE 1 FOR SURVEY NARRATIVE &amp; NOTES



### LEGEND

- |  |                                   |
|--|-----------------------------------|
|  | Property Line                     |
|  | Adjoiner's Lot Line               |
|  | Centerline of Right of Way        |
|  | Snow Storage Easement per Plat    |
|  | Easement, type and width as shown |
|  | GIS Tie Line                      |
|  | Unit Tie Line                     |
|  | Exterior Building Footprint       |
|  | Unit Line                         |
|  | Limited Common Area as Shown      |
|  | Edge of Gravel                    |
|  | Sewermain per City Maps           |
|  | Watermain per City Maps           |
|  | 1' Contour Interval               |
|  | Found Aluminum Cap on 5/8" Rebar  |
|  | Found Steel Rod in Monument Well  |
|  | Found 1/2" Rebar                  |
|  | Calculated Point, Nothing Set     |
|  | Power Box                         |
|  | Power Meter                       |
|  | Telephone Riser                   |
|  | Catch Basin                       |
|  | Landscape Drywell                 |
|  | Irrigation Box                    |
|  | Sewer Cleanout                    |
|  | Sewer Manhole                     |
|  | Fire Hydrant                      |
|  | Water Meter                       |
|  | Water Valve                       |
|  | Sign                              |
|  | Deciduous Tree                    |
|  | Coniferous Tree                   |
|  | Shrub                             |



MARK E. PHILLIPS,  
P.L.S. 16670

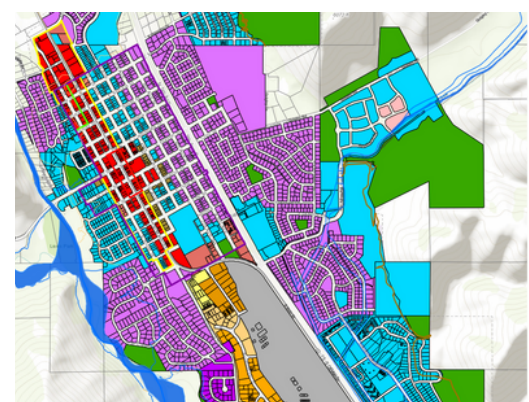
## HOMWORKS CONDOMINIUMS

2 OF 3  
PROJECT: 2023-114

PHILLIPS LAND SURVEYING, PLLC  
HAILEY, IDAHO

**Return to Agenda**





# COMMUNITY DEVELOPMENT ANNUAL REPORT

2023



# WHAT WE DO

The Community Development Department provides professional and technical advice to elected officials, appointed commissions, city departments, and citizens to assist in their understanding of City planning and zoning ordinances, building and safety codes and permitting, standards and policies. The department handles all applications for land use and business development within the City of Hailey.

- Planning and Zoning
- Building Permitting
- Floodplain Permitting
- Long Range Urban Planning
- Business Licensing
- Community Development
- Housing Support
- Resiliency - in partnership with other City Departments, local agencies, and other stakeholders
- Urban Renewal
- Development Impact Fee Committee
- Arts and Historic Preservation Commission





# NEW RESIDENTIAL PROJECTS

## 38 New Single Family Permits Issued

|                |   |               |    |
|----------------|---|---------------|----|
| Bluebird       | 1 | Quigley Farms | 2  |
| Colorado Gulch | 1 | Sunbeam       | 11 |
| Northridge     | 6 | Woodside      | 5  |
| Old Cutters    | 6 | Old Cutters   | 6  |



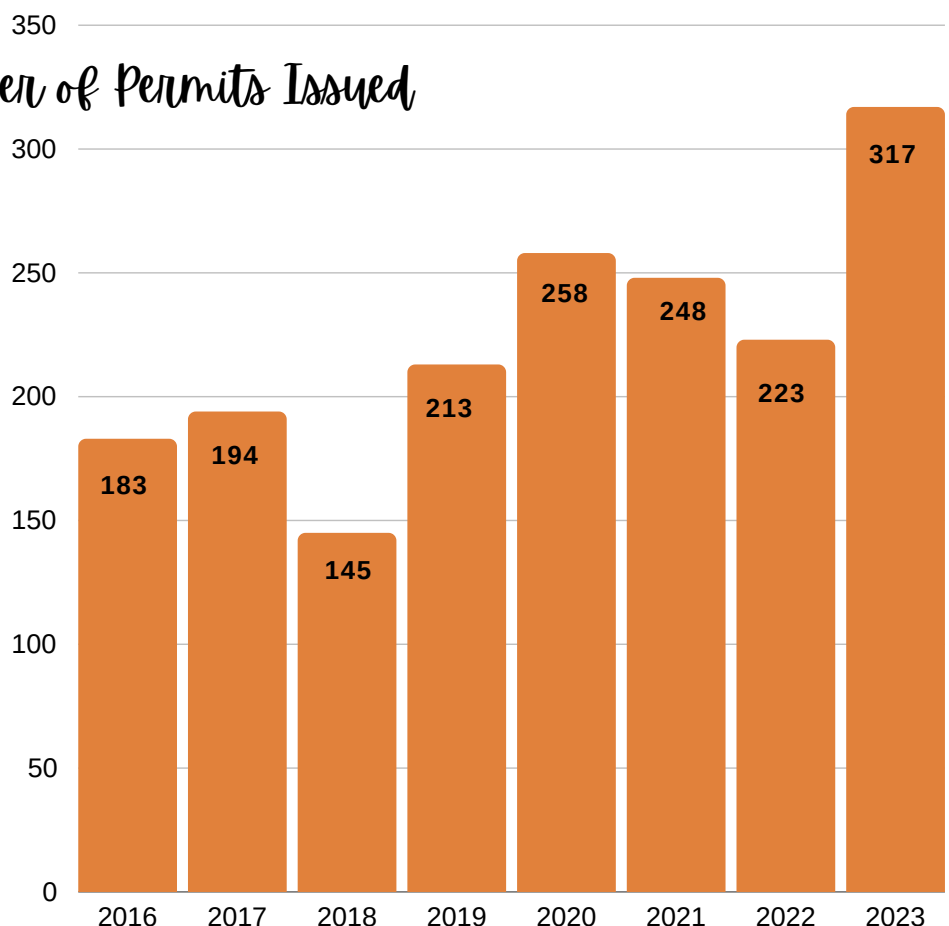
## 11 New Multifamily Units

|                              |    |
|------------------------------|----|
| Arch Shenandoah              | 12 |
| Copper Ranch                 | 36 |
| ARCH/BCSD Bullion St Project | 5  |
| Maple Street Apartments      | 18 |

## 13 ADU or THOW Permits Issued

|            |   |            |   |
|------------|---|------------|---|
| Sunbeam    | 1 | Della View | 1 |
| Northridge | 3 | Woodside   | 3 |
| Townsite   | 4 | Foxmoore   | 1 |

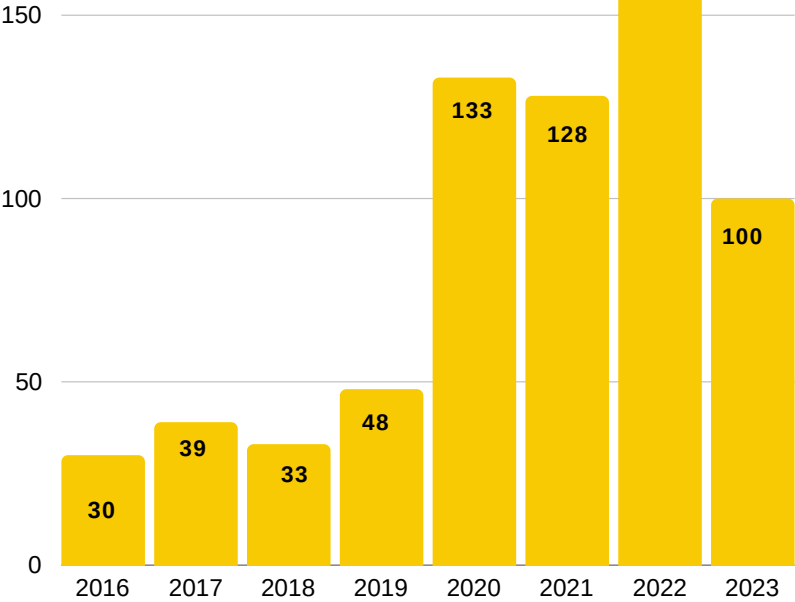
## Total Number of Permits Issued



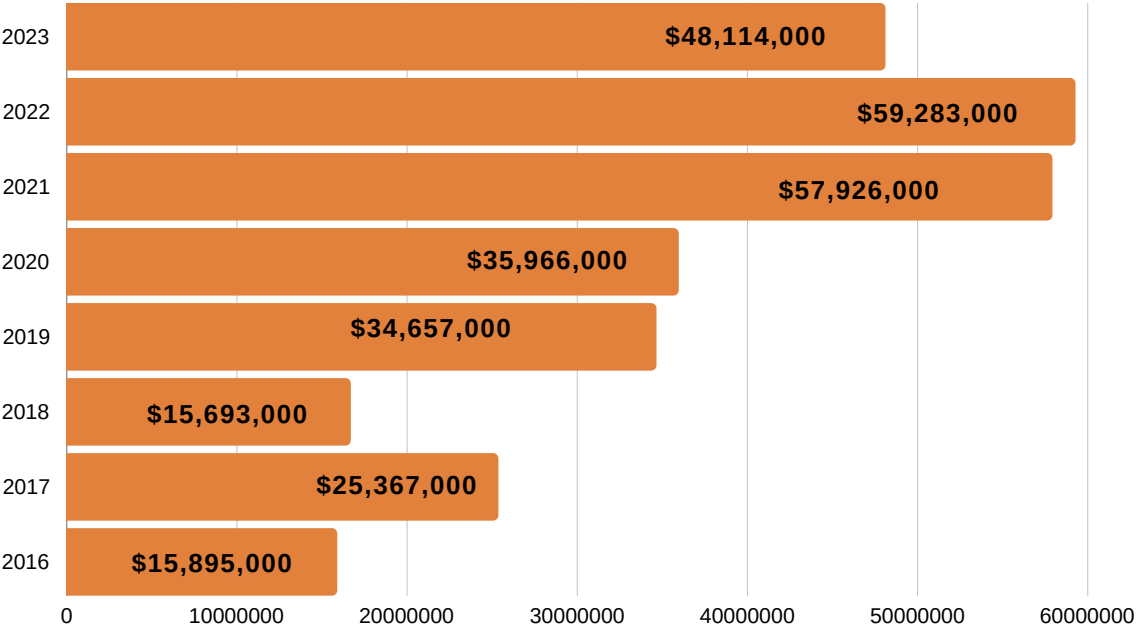
# BUILDING PERMITS

200

Total Number of Residential Permits Issued



Estimated Valuations



## 2023 NEW COMMERCIAL, MIXED USE, MULTIFAMILY, AND SUBDIVISION PROJECTS

The Hailey Planning and Zoning Commission held **21** meetings and discussed **59** public hearing items. The Hailey City Council held **24** meetings and Community Development brought forth **36** public hearing items.

### *Breakdown: Public Hearing Items*



- 21 Design Review Applications
- 14 Text Amendments
- 6 Preliminary Plats
- 6 Design Review Preapplications
- 3 Conditional Use Permits
- 5 Planned Unit Developments
- 2 Rezones
- 2 Other (Hillside, Annexation)

### *Projects that Received Approval in 2023*

#### COPPER RANCH PHASE 6



Phase 6, the final phase of the Copper Ranch Development, was approved by the Commission in May 2023. This phase includes the build out of the Copper Ranch Subdivision, which comprises of seven (7) condominium buildings for a total of 31 residential units. This project is located along Woodside Boulevard between Winterhaven and Laurelwood Drives. Project completion is expected in 2025.

#### MID RVR



New construction of a ten (10) unit, multifamily building, comprising of: three (3) bedrooms, three-and-one-half (3.5) bathrooms, and a rooftop deck, was approved by the Commission in December 2023. This project is proposed to be located at 317 North River Street, within the Business (B), Downtown Residential Overlay (DRO), and Townsite Overlay (TO) Zoning Districts.

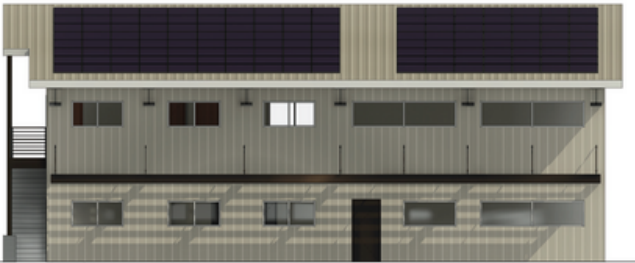


## RVR NORTH



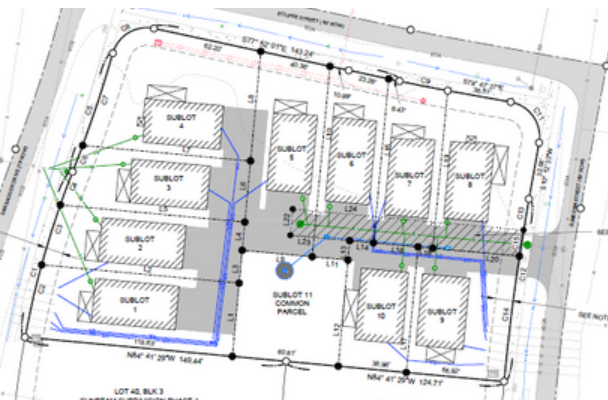
New construction of an eighteen (18) unit, multifamily building, comprising of: twelve (12), one-bedroom and one bathroom units, and six (6), two-bedroom, two bathroom units, was approved by the Commission in December 2023. This project is proposed to be located at 111 Empty Saddle Trail, within the Business (B) and Downtown Residential Overlay (DRO) Zoning Districts.

## HAILEY'S MIXED-USE WATER SHOP



New construction of a mixed-use building by the City of Hailey, comprising of: a 2,095 square foot office and industrial space for the Water Division Department. Additionally, two (2) residential units, above the office/industrial space, are proposed and are approximately 418 square feet in size. This project is located within the Light Industrial (LI) Zoning District at 4297 Glenbrook Drive.

## PANORAMA POINT SUBDIVISION



New land subdivision of a parcel located within the Sunbeam Subdivision. The approved proposal subdivides two (2) cottage parcels into ten (10) cottage sublots. Each cottage townhouse ranges in size from 2,187 to 2,375 gross square feet. A porch and attached garage are included for each cottage townhouse unit. This project is located within Phase I of the Sunbeam Subdivision, within the Limited Residential (LR-1) Zoning District.

## MORGAN'S FINE FINISHES



New construction of a commercial building, approximately 7,966 square feet in size, to house the longstanding Hailey business, Morgan's Fine Finishes. This project is located at 4303 Glenbrook Drive within the Light Industrial (LI) Zoning District.

## REZONE OF SILVERCREEK LIVING



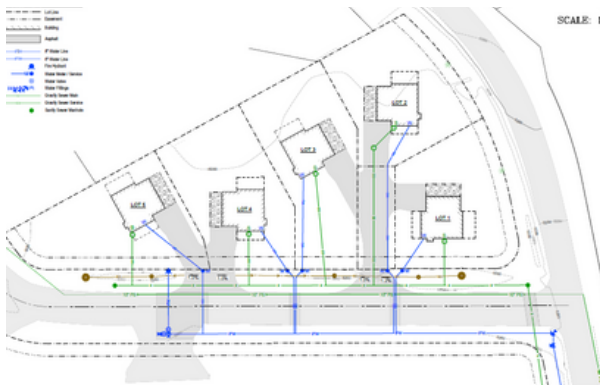
New rezone of a parcel located along Highway 75 and McKercher Blvd, a use most widely known as SilverCreek Living. The Council approved the rezone of this parcel in March 2023. The land was rezoned from Limited Residential (LR-1) to Limited Business (LB). This parcel is located at 31 E. McKercher BLVD, now within the Limited Business (LB) Zoning District.

## MAPLE STREET APARTMENTS



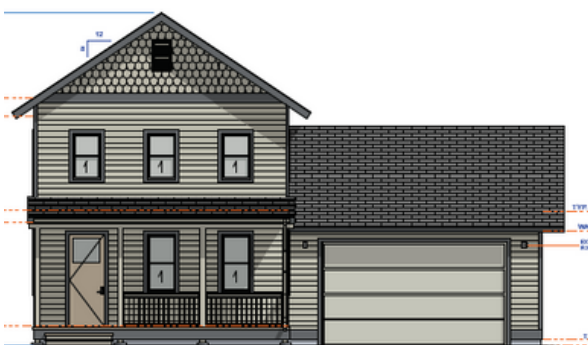
New construction of an eighteen (18) unit, multifamily complex, or two buildings. Building A comprises of six (6) units, and Building B comprises of twelve (12) units. Fifteen (15) units have two-bedrooms and three (3) units are studio units. The Commission approved this project in May 2023. This project is located at 51 W. Maple Street within the General Residential (GR), Townsite Overlay (TO), and Downtown Residential Overlay (DRO) Zoning Districts.

## STAR LIGHT LANE SUBDIVISION



New land subdivision of a parcel located along Silver Star Drive within the Limited Residential (LR-1) Zoning District. The approved proposal subdivides the parcel into six (6) lots, with five (5) units planned for construction. The Council also approved a Planned Unit Development Application wherein waivers to the zoning/subdivision codes were granted, and in return, a Locals Only Deed Restriction was negotiated. Construction is planned to commence in Spring 2024.

## SUNNY TOWNHOMES SUBDIVISION



New land subdivision of a parcel located within the Sunbeam Subdivision. The approved proposal subdivides the large parcel into eight (8) cottage sublots. Each cottage townhouse ranges in size from 1,142 to 1,386 square feet. A porch and attached garage are included for each cottage townhouse unit. This project is located within Phase I of the Sunbeam Subdivision, within the Limited Residential (LR-1) Zoning District.



## BCSD/ARCH AT 128 W. BULLION



New construction of a five (5) unit, multifamily residential project from the collaborative partnership between the BCSD and ARCH Community Housing Trust. The Council also approved a Planned Unit Development Application wherein waivers to the zoning/subdivision codes were granted, and in return, the units will be offered to employees of the BCSD for not more than 30% of the employees AGI. This project is located at 128 W. Bullion Street within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.

## BCSD/ARCH AT 111 E. CROY



New construction of a two (2) unit (single-family residence + ADU) residential project from the collaborative partnership between the BCSD and ARCH Community Housing Trust. This project is located at 111 E. Croy Street within the Transitional (TN) and Townsite Overlay (TO) Zoning Districts.

## REZONE OF WRLT PROPERTY



New rezone of a parcel located at 119 N. 2nd Avenue, a use most widely known as the Wood River Land Trust. The Council approved the rezone of this parcel in May 2023. The land was rezoned from General Residential (GR) to Transition (TN), and located within the Townsite Overlay (TO) Zoning Districts. The rezone is affiliated with a Development Agreement that seeks to retain the historical nature of the structures onsite.



# CODE AMENDMENTS & ADOPTIONS

In 2023, the Community Development Department amended Hailey's most widely used tool within the Municipal Code - the District Use Matrix - to better clarify land use and zoning regulations citywide. Further, we created Cottage Housing and Co-Living Development code regulations to further support housing in Hailey, supplying diverse housing opportunities citywide. We accommodated for seasonal RV living, modified Design Review Standards to better reflect the needs of today and for the future; encouraged electric vehicle charging and solar collection via every development application; and planned for increased density within the Downtown Residential Overlay (DRO) District.

## *Code Amendments that Received Approval in 2023*

### COTTAGE HOUSING CODE



This amendment officially adopted the Cottage Housing Code - becoming a codified section in Hailey's Municipal Code in December 2023.

Cottage housing developments can be found around the country. These unit types present a variety of opportunities in creating housing and meeting housing needs where other prevalent housing types are lacking. They diversify housing choice and provide housing that is more attractive to some households than that of traditional single-family homes, or apartment-style living arrangements.

The specific objective of this amendment was to create standards for true, small-scale cottage housing developments, regulations that were lacking in Hailey's Municipal Code.

### TITLE 17: SIDEWALK IN-LIEU FEES



This amendment modified language, fee amounts, and fee requirements around sidewalk in-lieu fees to better reflect inflation, market prices, as well as to simplify processes when paying in-lieu fees.

### CO-LIVING DEVELOPMENTS



This amendment officially adopted language and regulations around Co-Living Developments, or a modern form of communal living in which residents have a private bedroom and bathroom with shared common areas. This diverse housing opportunity can refer to anything from intentional communities to simply living with roommates, but the benefits are the same: affordability, convenience, and community.



# CODE AMENDMENTS & ADOPTIONS

## DISTRICT USE MATRIX UPDATES

| PERMITTED USE CHART  |      |       |       |      |    |     |    |     |  |
|--|------|-------|-------|------|----|-----|----|-----|--|
| X - Permitted Use  |      |       |       |      |    |     |    |     |  |
| C - Conditional Use (requires Commission Approval)                           |      |       |       |      |    |     |    |     |  |
| Blank - Not Permitted  |      |       |       |      |    |     |    |     |  |
|  | R-20 | R-20M | RA-20 | R-15 | NB | O-I | GB | L-1 |  |
| Accessory Buildings  | X    | X     | X     | X    | X  | X   | X  | X   |  |
| Agricultural & Farm Uses   |      |       | X     | X    |    |     |    |     |  |
| Airports   |      |       |       |      |    |     |    |     |  |
| Animal Hospitals   |      |       |       |      |    |     |    | X   |  |
| Apartment  |      |       |       |      |    |     |    |     |  |
| Architects Office  |      |       |       |      | X  | X   | X  |     |  |
| Armories   |      |       |       |      |    | X   | X  |     |  |
| Art Galleries  |      |       |       |      |    | X   | X  |     |  |
| Assembly & Production Facilities   |      |       |       |      |    |     |    |     |  |
| Auditoriums  |      |       |       |      |    | X   | X  |     |  |
| Backyard Workshops (sm. Appliance, mower repair, cabinet & upholstery shops) |      |       | C     | C    |    |     |    |     |  |
| Banks  |      |       |       |      | X  | X   | X  |     |  |
| Barns  |      |       | X     | X    |    |     |    |     |  |
| Batting Cages  |      |       |       |      |    |     |    | X   |  |
| Beauty Product Manuf.  |      |       |       |      |    |     |    |     |  |
| Bed & Breakfast  |      |       | C     | C    |    | C   |    |     |  |
| Billboards   |      |       |       |      |    |     | X  |     |  |
| Bowling Alleys   |      |       |       |      |    |     | X  |     |  |
| Building Materials Storage & Sales Yards                                     |      |       |       |      |    |     |    |     |  |
| Cemeteries - Commercial  | C    | C     | C     | C    |    | X   | X  |     |  |
| Cemeteries (Private/Family)  | C    | C     | X     | X    |    |     |    |     |  |
| Churches & their Customary Uses including Cemeteries                         | X    | X     | X     | X    |    |     |    |     |  |
| Clubs & Lodges   |      |       | X     | X    |    |     | X  |     |  |
| Colleges   | C    | C     | X     | X    |    |     |    |     |  |
| Community Centers  |      |       | X     | X    |    |     | X  |     |  |
| Congregate Housing   |      |       | C     | C    |    |     |    |     |  |

Intended to be a useful tool, the Matrix is organized as a table with footnotes. A wide range of community members, developers, and City Staff refer to the Matrix to understand how Hailey's land use and zoning regulations pertain to their projects. Whether someone is interested in converting a portion of their home into a daycare center, constructing a new garage/accessory dwelling unit, or determining where to open up their automotive repair business in Hailey, they rely on the Matrix.

In 2022, the Community Development Staff identified the modernization of Hailey's Municipal Code as a priority. The current language of the District Use Matrix lists overlapping land uses and, in some cases, contradicts itself. The lack of clear land use definitions and the inconsistencies across zoning can neglect the priorities of the Comprehensive Plan, as well as the stated purposes of the Zoning Districts. Through this Text Amendment process, Staff clarified the language, and organized the layout and requirements of the District Use Matrix to better align each use with the stated purpose of each Zoning District.





# FLOODPLAIN

Every year, City of Hailey Staff from the Community Development, Public Works, and the Hailey Fire Departments work together to assist local residents in preparing for potential flooding across the city, but particularly within those subdivisions that see reoccurring flooding annually (Della View and Robinhood neighborhoods, as well as areas along Woodside Boulevard). Site visits, email and phone correspondence, and other forms of public outreach are and have been our top priority. These include:

- Informative Letters: 735 informative letters were mailed to residents located in or near the 100-year floodplain in 2023.
- Additional Correspondence: 133 letters were mailed to residents in Della View and Sherwood Forest Subdivisions.
- Door Hangers: Approximately 150 door hangers were placed and doors and advertised within public meetings.
- Two (2) public workshops were held to discuss flooding potential, what to do, what to expect, and who to contact.



## Floodplain Permits Issued

|                      |   |             |   |
|----------------------|---|-------------|---|
| Foundation Repair    | 1 | RADs Issued | 2 |
| Residential Remodels | 2 |             |   |





# LONG-RANGE CITY PROJECTS



## HOUSING INITIATIVES

- Exploration of: Employee Housing in the industrial districts (LI, SCI, SCI-SO)
- Exploration of: THOW Communities
- Exploration of: Prohibition of Lot Consolidation on parcels of a certain size
- Research for: Community Housing Initiatives including incentives for Developers
- Implementation of: Pilot Program recommended by the Hailey Housing Committee and City Council



**Envision Hailey**  
Planning Today for a Resilient Tomorrow

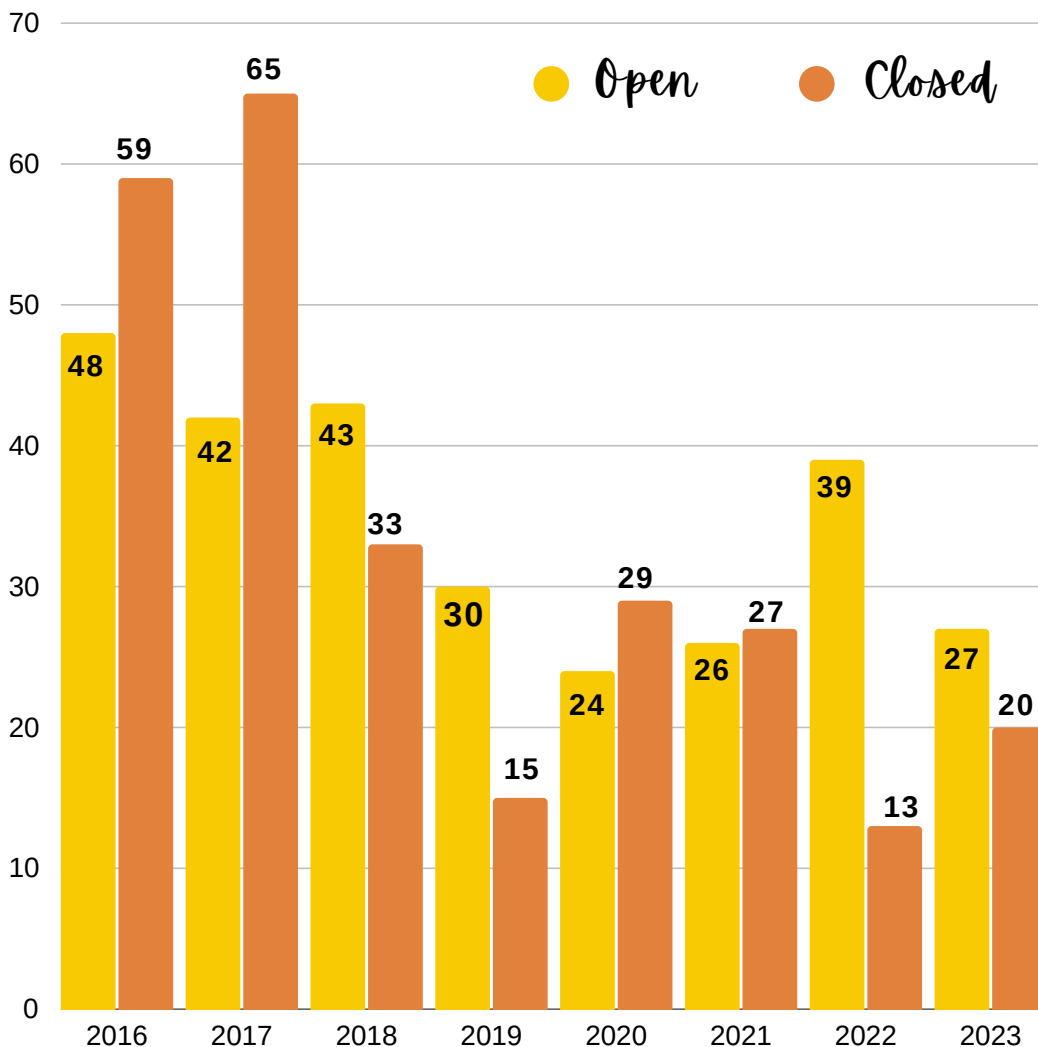
- Established: Website and Logo
- First Advisory Group Meeting in April 2024
- First Public Outreach Meeting in April 2024
  - Focus: Vision, Mission, Goals, Indicators
- Advisory and Public Outreach Meetings will continue throughout the year
- Additional Surveys will be administered; Staff and Firm to attend events monthly
- Report Preparation in January 2025
- Draft Reports to Elected Officials in March 2025
- Final Report Adoption: April/May 2025

## SUSTAINABILITY EFFORTS



- Encourage: Sustainable design and development within every building and development project
- Explore and Establish: Water conservation measures across all new development projects
- Continue to refine Hailey' Municipal Code to encourage sustainable practices in development, landscaping, and climate protection
- Finalize: Hailey's Resilient Action Plan
- Research for: Incentives for Developers to build and actively participate in sustainable practices

# BUSINESS LICENSES



**2023** 511 Active Businesses; 20 Businesses Closed





# HAILEY ARTS & HISTORIC PRESERVATION COMMISSION



## Accomplishments

- "Our Differences Make a Difference" collage on the utility box at Main & Bullion which showcases diversity in Hailey's history and community.
- Revitalizing and traveling through time with the phone booths: the phone booths at Main & Elm Streets have been painted red. New exterior panels have been added adorning collages of Hailey's school children through the years.
- 2024: An interactive phone will be installed within the phone booths and will play recordings about Hailey's history.
- Celebration of Chinese American Heritage: Installed a Chinese American Heritage structure - a trellis and wayfinding post which is a nod to the history of Chinese immigrants growing food in Hailey.
- Collaboration with the Sage School to paint murals on the Keefer Park restrooms to celebrate their curriculum of social justice and equality among all people.
- Refurbished Hailey's iconic Peace Banner

## Upcoming Projects

- Mural Exploration: Identify locations across Hailey for a new mural.
- Development of Master Arts Plan: A roadmap to move the arts forward as a key element in enhancing the quality of life, promoting economic development, enhancing education, and celebrating or community.



**Return to Agenda**