

**AGENDA**  
**Hailey Planning and Zoning Commission**  
**Monday, June 5, 2023**  
**5:30 p.m.**

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

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

**Via One-touch dial in by phone:** <tel:+15713173122,506287589#>

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

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**Call to Order**

- Public Comment for items not on the Agenda.

**Consent Agenda**

- **CA 1** Adoption of Meeting Minutes dated May 15, 2023. **ACTION ITEM.**
- **CA 2** Adoption of Findings of Fact, Conclusion of Law of a Design Review Application submitted by the City of Hailey for a new 4,820 square feet mixed-use building consisting of two (2), one (1)-bedroom units above office and industrial space for the Hailey Water Division located at 4297 Glenbrook Drive ( Lot 17 and 18, Parcel K, Sewer Plant, Block 42, Woodside Subdivision No. 10) within the Light Industrial (LI) Zoning District. **ACTION ITEM**

**Public Hearing**

- **PH 1** Consideration of a Design Review Application submitted by the Blaine County School District and ARCH Community Housing for a new, two (2) bedroom single-family residence of 1,195 square feet, , and a one (1) bedroom accessory dwelling unit (ADU) of 573 square feet to be located at 111 East Croy Street (Lots W 45' of 9, and 10-12, Block 34, Hailey Townsite) within the Transitional (T) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM**
- **PH 2** Consideration of a Design Review Application submitted by Lyn Holt for construction of a new 1,344 square foot garage in conjunction with a two (2) bedroom accessory dwelling unit above, to be located at 519 South River Street (Lots S 23' of 9, all of 10, Block 10, 20 ft. adj. vacated Chestnut St., Hailey Townsite) within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts. **Continue on record to June 20, 2023 ACTION ITEM**
- **PH 3** Consideration of a City-Initiated Text Amendment to amend the Hailey Municipal Code, Title 17: Zoning Regulations, Chapters 17.05.040 District Use Matrix, as well as Chapter 17.04.010 Articles A, F, and H, to allow for employee housing by way of

Accessory Dwelling Units in the Light Industrial (LI), Technological Industry (TI), and Recreational Green Belt (RGB) Zoning Districts. **ACTION ITEM**

**Staff Reports and Discussion**

- [SR 1](#) Discussion of current building activity, upcoming projects, and zoning code changes. *(To be presented as time permits)*
- [SR 2](#) Discussion of the next Planning and Zoning Meeting: **June 20, 2023 starts at 5:30 PM**
  - TA: Cottage Lots
  - DR: Holt Garage/ADU
  - DR: Ivie Garage/ADU

**Return to Agenda**

**Meeting Minutes**  
**Hailey Planning and Zoning Commission**  
**Monday, May 15, 2023**  
**4:30 p.m.**

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

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**Present**

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

**Staff:** Robyn Davis, Emily Rodrigue, Cece Osborn, Jessie Parker, Christian Ervin

**Absent:** Dustin Stone

**4:33:02 PM Chair Fugate called to order.**

- **4:33:19 PM** Public Comment for items not on the Agenda.

**4:34:20 PM Consent Agenda**

- **CA 1** Adoption of Meeting Minutes dated May 1 2023. **ACTION ITEM.**
- **CA 2** Adoption of Findings of Fact, Conclusion of Law of a Rezone Application, in conjunction with a Development Agreement, submitted by Wood River Land Trust to rezone Lots 5 & 6, Block 39, Townsite (119 N 2<sup>nd</sup> Ave) from General Residential (GR) to Transitional (TN) Zoning Districts. **ACTION ITEM**
- **CA 3** Adoption of Findings of Fact, Conclusion of Law of a Design Review Application by F & G Idaho, LLC for an eighteen (18) unit residential project, three stories in height, to be known as Maple Street Apartments. The proposed project will be located at 50 W. Maple Street (Lots 16-20, Block 5, Hailey Townsite), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts, and the Downtown Residential Overlay (DRO). The proposal also includes: eighteen (18) parking spaces, thirteen (13), two-bedroom units and five (5) studio units. **ACTION ITEM.**
- **CA 4** Adoption of Findings of Fact, Conclusion of Law of a Design Review Application submitted by Lido Equities Group Idaho, LLC c/o Edward Smith for seven (7) condominium buildings with three to five (3-5) units each, for a total of thirty-one (31) units, ranging in size from 778 square feet to 1,278 square feet. The proposed project is located on Woodside Boulevard, between Laurelwood and Winterhaven Drives on COPPER RANCH CONDO #1 AM

PARCEL A5 PHASE 6 within the Limited Business (LB) Zoning District. This project is known as Copper Ranch Phase 6 and subject to the Copper Ranch Planned Unit Development Agreement. **ACTION ITEM**

**4:34:41 PM Smith motion to approve CA 1 – CA 4. Sauerbrey seconded. All in Favor. All in Favor (Fugate, Sauerbrey, Smith).**

### **Public Hearing**

- **4:35:13 PM PH 1** Consideration of a City-Initiated Text Amendment to amend the Hailey Municipal Code, Title 16: Subdivision Regulations, Chapters 16.01, Definitions, 16.04, Development Standards and 16.08, Townhouses and Title 17: Zoning Regulations, Chapters 17.02, Definitions; 17.05, Official Zoning Map and District Use Matrix; 17.06, Design Review and 17.09 Parking and Loading Spaces to modify/create definitions and standards for detached townhouse and cottage housing development. **ACTION ITEM**

**4:35:49 PM** Davis introduced project and provided summary of intent for this amendment.

**4:36:39 PM** Rebecca Bundy, contracted planner, disclosed working on project in SCI SO zoning district that is not affected by what discussing tonight. Bundy explained plan for tonight's meeting, intended to be more as a workshop. Bundy summarized current code, and research staff has completed. Bundy provided summarized history of cottage developments. Bundy, using report in packet continued to discuss cottage development codes.

*(4:40:54 PM Scanlon arrived to meeting.)*

**4:50:05 PM** Davis referenced access points of the three existing developments that could be considered cottage developments. Bundy continued to discuss existing code vs. cottage housing comparisons with stakeholder's suggestions. Bundy discussed options of review, noting stakeholders would prefer administrative review.

**4:55:50 PM** Bundy asked commission for their input and guidance on where to go if proceed.

**4:56:28 PM** Chair Fugate believes it would be good to change and allow for consolidated parking. Bundy expanded on benefits for consolidated parking. **4:58:50 PM** Commission discussed potential of consolidated parking, number of spaces per unit, and if should limit how many cottage developments could show up in existing neighborhoods. **5:05:55 PM** Bundy clarified they difference between multi-family and cottage developments.

**5:09:20 PM** Davis explained current process of cottage lot developments, and provided aerial view of an existing development under construction. Commission and staff continued to discuss cottage unit developments.

**5:16:44 PM** Commissioners believes diversity of housing is good for a community, agreed 2 parking spaces per unit in general, important to include personal/private space and keep separate from community space and that would like to keep some flexibility.

**5:30:58 PM** Chair Fugate opened public comment.

[5:31:31 PM](#) Sarah Michael, BCHA, on issue of parking jurisdictions across the country are waiving parking requirements as because it's one of the greatest impediments to making housing affordable. So think as Hailey becomes more dense and as Mountain Rides provides more services, it's a great opportunity to use public transportation. Her herself often rent a car to drive to Boise if needs to catch a plane, and its \*unclear\* for her family to do that then to pay for insurance and another car payment. Parking is a really big stumbling block to build homes affordably.

[5:32:43 PM](#) Chair Fugate closed public comment.

[5:32:55 PM](#) Bundy asked how commission felt about allowing community space as an accessory use. Sauerbrey confirmed exists in other areas in US, it's called co-housing. Scanlon expressed his concerns. Bundy confirmed will come back in June with a draft ordinance.

[5:37:10 PM](#) Scanlon motion to instruct staff to proceed with proposed code amendments based on Commission input and continue the public hearing to June 20, 2023. Smith seconded. All in Favor.

[5:37:44 PM](#) Chair Fugate called for 5-min break.

[5:43:06 PM](#) Chair Fugate called back to order.

- [5:43:09 PM PH 2](#) Consideration of a Preliminary Planned Unit Development Application, submitted by Darin and Kathleen Barfuss, to subdivide parcel 1371 Silver Star Drive (HAILEY FR S1/2 TL 7731 SEC 16 2N 18E) into five (5) single-family lots, ranging in size from 8,024 to 12,976 square feet, plus a 3,685 square foot park space. The Applicant also proposes to dedicate two (2) of the single-family residences as Community Housing Units and requests waivers to the following code requirements:
  - Lot Size: Reduce the minimum lot size of the LR-2 Zoning District
  - Park Space: Reduce the park space requirement.
  - Flag lots: Increase the maximum allowed number of flag lots in a subdivision from one (1) to two (2) **ACTION ITEM**

[5:44:01 PM](#) Osborn introduced project and summarized changes made since last hearing. Osborn turned floor over to applicant team.

[5:56:43 PM](#) Chad Blincoe, represent Darin and Kathleen Barfuss, highlighted the changes made – units reduced down to 5, confirmed meet all setbacks met with the proposed plans and elimination of private street, meets fire code for access, meet parking requirements have 4 per unit, potential for ADUs.

[6:00:05 PM](#) Chari Fugate asked if ADU were to be developed if have enough space to meet all code requirements including outdoor space. Blincoe confirmed. Blincoe explained intent for tonight is to use more as a workshop, hear the commissions input so can bring back a complete design at a future date. Blincoe described proposed design and asked for input.

[6:02:30 PM](#) No questions from Scanlon and Sauerbrey. Smith asked what the lot sizes are. Blincoe stated each lot size. Chair Fugate thinks the proposed park space is not usable for community, if it's possible to shift to create larger area along Broadford. Blincoe explained reasoning for proposed space.

[6:05:51 PM](#) Davis clarified that believe if adjust/shift park space could increase buffer along Broadford. Davis explained could eliminate park all together, shift everything to the west and increase buffer along Broadford and assist the city to build out the pathway. Blincoe explained reasons this could be difficult, but if suggested can incorporate. Davis confirmed pathway would remain on the eastside. Commission and staff continued to discuss park space options. [6:11:27 PM](#) Scanlon noted parcel 5 shows setback going to columns of patio. Scanlon suggested may be more palatable to neighbors if two parcels were not as close. Blincoe explained reasoning for design, confirming could separate some and still meet code requirement.

**[6:13:16 PM](#) Chair Fugate opened public comment.**

[6:14:01 PM](#) Jim Bartolino, 1531 Red Feather Way, President of Colorado Gulch HOA. Thanked commission and staff. Not opposed to the proposed development per say but feel kind of short on the information. To begin with, a PUD requires area development plan to be submitted before it goes to City Council. Really curious to see proposed development plan would be. Their concern is that the Barfuss's abide my LR 2 zoning on south side of Silver Star. City staff has asked Mr. Barfuss for in lieu fees to replace park area just discussed and sidewalk. They would like to use those fees to extend the bike path from Broadford Highlands to Silver Star. That still leaves the most dangerous part of walking into town, that hill to the LDS church. City Staff also told them that there's no obligation to use these fees to extend the bike path that could be used in other parts of towns for another project. Little hesitant about that. It seems unlikely, that the city will get permission to extend the bike path up the hill on Broadford because of those properties there. They talk about the sidewalk being an island, just wonder if the bike will become its own island. They would like to see the park space maintained in lieu of development fees. The proposed development seems likely to direct traffic to Silver Star from Queen of the Hills and Cedar, making a left turn on Silver Star onto Broadford is taking your life into your own hands. People drive way to fast on that stretch, well all of Broadford now. Has been cycling that stretch for 15 years and it's become a race track. Anyway, you're making a left turn at the bottom of the hill on a blind turn onto Broadford and it seems likely that a lot of the traffic will be directed through Queen of the Hills to Cedar. With the ADUs that brings it up to 10 families on this property, that seems like high density for this property.

[6:18:17 PM](#) Becky Riedel, 1340 Queen of the Hills, would like to know how big are the houses and number of stories. Concerned, thinks it sets a precedent that should not be set in a really lovely neighborhood. Have had a quiet, very friendly, privacy, no lights in the windows, and thinks this is too many and should only hold two homes.

[6:20:08 PM](#) Robbie Freund, 1360 Queen of the Hills, spoke out last time as well, feels like density is way too high, this feels more dense then it was before as it is showing five homes with ADUS allowing up to 20 vehicles parked in this area. Little concerned, questions returned with feedback that not sure if agree with. One is that Queen of the Hills and Broadford can hold more traffic, and just does not see that. Adding more vehicles seems dangerous. Also concerned, when look at it thinking City Core is \*unclear\* and was told the other day that's really not the core any mores it where the post office is, it feels like a moving target. These paths, what's being done to fill in the rest to make them walkable?

[6:22:56 PM](#) Sarah Michael, BCHA, wrote two letters, wanted to talk about the missing middle. Most of the deed restricted housing units in the valley, most people eligible make between \$47,000, a family of four to \$79,000 a year may be eligible to qualify this both for rental or purchase. Have to be making

less than \$63,000 a year. The missing middle is a large swath of our population. Even two homes could really benefit from a category L. For BCHA for ownership, they do annual compliance no matter their category. Many of their owners make less and still able to live in the community. Really hope you think about missing middle and fact that these two homes will make it possible to live here full time that without deed restrictions would not qualify for.

**[6:26:04 PM](#) Chair Fugate closed public comment.**

**[6:26:10 PM](#)** Davis reiterated that this is a preliminary PUD hearing and that it will be brought forward at a later day with the subdivision application. Davis noted that the concept plan shows that ADUs could be constructed onsite but does not mean it will occur. Davis explained in lieu fee processes, noting that in this instance if the applicant team decides not to provide a park the shared use path would satisfy that requirement. Davis explained what would take place if the applicant decided to improve the pathway in place of paying in lieu fees. Chair Fugate confirmed if developer agreed to do this portion of shared use pathway, no in lieu fees would be collected. Davis confirmed. Scanlon asked what the limit is if required to improve the pathway. Davis has not done the calculations yet but that the applicant would pay equivalent. Davis noted if applicant decides to improve the pathway, it would start at Cedar and go until the funds equivalent has been reached.

**[6:32:53 PM](#)** Smith noted that State recently passed in legislation that CC&Rs can no longer prohibit ADU's.

**[6:33:51 PM](#)** Blincoe summarized design of proposed homes. Blincoe referenced traffic study previously completed with Colorado Gulch. Blincoe asked commission if leaning towards park space or pathway. Commission all agreed – shared pathway. Chair Fugate recommended more separation between two lots. Commission and applicant discussed ADU delineation. Smith suggested rotation one parcel, to help allow for separation and keep shared driveway. Blincoe clarified if chose pathway, if they would be starting at Cedar. Davis confirmed. Chair Fugate confirmed two of the units are deed restricted. Commission continued to discuss elimination of open space, and increasing buffer space. Sauerbrey addressed community housing units and benefits of locking in two solid homes. Commission thanked public for their attendance.

Applicant will resubmit once has a complete packet.

- **[6:51:03 PM PH 3](#)** Consideration of a Design Review Application submitted by the City of Hailey for a new 4,820 square feet mixed-use building consisting of two (2), one (1)-bedroom units above office and industrial space for the Hailey Water Division located at 4297 Glenbrook Drive (Lot 17 and 18, Parcel K, Sewer Plant, Block 42, Woodside Subdivision No. 10) within the Light Industrial (LI) Zoning District. **ACTION ITEM**

**[6:51:31 PM](#)** Rodrigue introduced project, noting current code restrictions and anticipated text amendment that would allow for mixed use in district. Rodrigue turned floor over to applicant team.

**[6:53:26 PM](#)** Errin Bliss, architect, using plans submitted, explained project location, current access of property, and existing conditions of project site. Bliss went on to explain proposed project design and use. Bliss confirmed all transformers in snow storage area are below grade. Bliss continued to discuss proposed project design.

[7:00:02 PM](#) Chair Fugate asked if there is an outdoor area for lunch. Bliss noted could be an option. Sauerbrey asked if all lights are dark sky compliant. Bliss confirmed. Bliss continued to discuss proposed project design.

[7:03:31 PM](#) Scanlon asked if there is a reason why all doors open outwards. Bliss stated most of his commercial projects have them open out, regardless of occupant load. Bliss continued to discuss proposed project design. Commission and Bliss discussed exterior materials and design proposed.

[7:11:38 PM](#) Scanlon recommended that put up very stout snow rails on roof and investigate stair thread material detail.

[7:12:53 PM](#) Smith asked parking, how many employees work at the facility. Bliss estimates seven people. Smith asked why building is not facing front of street; Smith suggested amending language so it reads that the proposed building is secondary to the primary building that faces the street. Smith asked what gravel mulch is. Smith asked if have a conditional use permit on file for the chain link fence. Rodrigue confirmed will need irrigation plan for proposed landscaping trees.

[7:17:14 PM](#) Sauerbrey would like to have a better idea of housing component. Simms explained proposed amendment coming soon to planning and zoning regarding housing. Davis explained commission could approve project tonight and how the language would be stated regarding if approved tonight.

[7:20:55 PM](#) Chair Fugate asked if could require outdoor space. Chair Fugate confirmed bike racks have been added.

[7:21:48 PM](#) Chair Fugate opened public comment.

[7:22:08 PM](#) Chair Fugate closed public comment.

[7:22:25 PM](#) Commission confirmed will approve as discussed tonight with language provided by staff.

**[7:22:42 PM](#) Sauerbrey motion to approve the Design Review Application submitted by the City of Hailey for one (1) new 4,820 square foot potentially mixed-use building, consisting of two (2) one-bedroom units, each 418 square feet in size, above 2,095 square feet of combined office and industrial space on 0.378 acres, for use by the Hailey Water Division, finding that the project does not jeopardize the health, safety or welfare of the public and the project conforms to the applicable specifications outlined in the Design Review Guidelines, applicable requirements of the Zoning Ordinance, Title 18, and City Standards, provided conditions (a) through (n) are met. Scanlon seconded, as amended. All in Favor.**

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

- **[SR 1](#)** Discussion of current building activity, upcoming projects, and zoning code changes. *(To be presented as time permits)*
- **[SR 2](#)** Discussion of the next Planning and Zoning Meeting: **June 5, 2023 starts at 5:30 PM**
  - **[TA:](#)** Live/Work within LI or Public Use Definition
  - **[DR:](#)** Holt Garage
  - **[DR:](#)** ARCH/BCRD

Davis summarized upcoming projects.

Davis asked commission if they would prefer to have or cancel the July 3<sup>rd</sup> hearing. Smith would not be able to attend. Commission agreed to cancel the meeting.

**7:28:10 PM Smith motion to adjourn. Sauerbrey seconded. All in Favor.**

**Return to Agenda**

## FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On May 15, 2023, the Hailey Planning and Zoning Commission considered and approved a Design Review Application by the City of Hailey for one (1) new 4,820 square foot building, which may be considered for mixed-use. If it is so considered, it will consist of two (2) one-bedroom, 418 square foot residential units, located above 2,095 square feet of combined office and industrial space for the Hailey Water Division. If mixed-use is not ultimately permitted as a use for the site, the second floor of the proposed building will consist of 1,325 square feet of mezzanine/storage space. This project is known as the Hailey Water Division Office Building and is located at 4297 Glenbrook Drive (Lots 17 and 18, Parcel K, Sewer Plant, Block 42, Woodside Subdivision #10) within the Light Industrial (LI) Zoning District.

### FINDINGS OF FACT

**Notice:** Notice for the public hearing was published in the Idaho Mountain Express on April 26, 2023, and mailed to property owners within 300 feet on April 26, 2023. No additional notices were sent, or publications made.

**Background and Project Overview:** The Applicant is proposing to construct one (1) new two-story, potentially mixed-use building with dwelling units, consisting of 1,311 square feet of shop space, 784 square feet of office space, one (1) first floor, ADA compliant restroom, and two (2) one-bedroom, 418 square foot residential units. On April 12, 2023, the City of Hailey submitted a Design Review Application for the project, known as Hailey Water Division Office Building. This project is also associated with a separate City-initiated Application for a Lot Line Adjustment and Vacation of Public Utility Easement, specifically regarding Parcel K, Lot 17, and Lot 18, as referenced in this Staff Report. The public commenting period for this Adjustment and Vacation Application was held from April 26-May 7, 2023. Two (2) of the three (3) public utility easement holders (Idaho Power and Cox Communications) stated that they do not have any facilities within the easement, and thus do not oppose the Lot Line Adjustment, nor the Vacation. Intermountain Gas could not be reached for comment. The Findings of Fact for the Lot Line Adjustment and Vacation of Public Utility Easement were subsequently approved on May 9, 2023.

The Applicant Team is proposing to construct one (1), two-story, potentially mixed-use building with dwelling units, which will contain Hailey Water Division office space, workshop/storage space, and two (2) residential units available for occupancy by City of Hailey employees. The first floor of the building is proposed to be 2,883 gross square feet in size, while the second floor is proposed at 1,937 gross square feet. The total residential unit area (both units) is proposed to be 836 square feet in size, with approximately 1,100 square feet remaining as a shared mezzanine/storage area. If mixed-use and dwelling units are not ultimately permitted as a use for the site, the second floor of the proposed building will consist of 1,325 square feet of mezzanine/storage space. The project lot, Lot 17, is 16,452 square feet in size, which places the proposed building at 17% of lot coverage, well below the 75% maximum lot coverage limit for parcels in the LI zoning district. The project will also offer eleven (11) onsite parking spaces, including 1 ADA space.

This project is located within the Light Industrial (LI) Zoning District, which does not currently permit dwelling units or residential occupancy within mixed-use buildings. However, due to the evolving circumstances of housing availability and affordability for City Employees (and for many

groups/individuals in our local community) and the dynamic nature of Hailey’s Municipal Code, City Staff anticipate a Text Amendment Application, to be submitted by the Applicant, that will eventually allow for residential occupancy and mixed-use dwelling units within the LI Zoning District. As a Condition of Approval for this Design Review Application, the proposed project shall conform with all regulations and standards as outlined in Title 17 of the Hailey Municipal Code, prior to issuance of a Building Permit. The City of Hailey is committed to utilizing the proposed commercial space as permitted until an amendment allows for residential uses - mixed-use, multifamily, or otherwise - within the LI Zoning District.

On May 15, 2023, the Planning and Zoning Commission voted unanimously to approve the Design Review Application by the City of Hailey. With their approval, they also offered the following comments and suggestions, to be included in final project design:

- **Permit parking in excess of 200%, as enabled by specific action of the Commission.** As outlined in Section 17.09.040 “On-site Parking Req.” of the May 15, 2023 Staff Report, the final categorization of building type for the proposed Hailey Water Division Office Building will influence its On-site Parking Requirements, as dictated by Hailey Municipal Code. Mixed-use designation would require six (6) spaces by Code, while a non-mixed-use designation would require five (5) spaces. In this case of a non-mixed-use designation, eleven (11) proposed parking spaces would place the project just slightly over the 200% excess parking spaces maximum allowable by Code. However, the Commission raised the prescient point that various contractors, technicians, and employees will be accessing this site at times, although they are not accounted for in routine site traffic levels. With this unique site occupancy scenario, the single parking space in excess as permitted, and the possible residential occupancy and its associated traffic levels at the site, the Commission found it amenable to allow for an excess of one (1) additional parking space at the site.
- **Clarify and highlight proposed Hailey Water Division Office Building as subservient to the existing structure to the west; highlight future site development plans for connecting the two (2) buildings.** The Commission noted that Design Review Standard 17.06.080(A)2d states that, “The front façade of buildings shall face the street”, and the submitted site plans and Staff Report show/discuss the front façade as facing 90 degrees away from the street, towards open space at the north of the site. The Commission agreed that the front façade, as currently designed, is acceptable for the project, given that the existing building shields a majority of the proposed building, and its front façade faces Glenbrook Drive. It is further anticipated that the existing commercial building and the proposed mixed-use building will connect in the future, turning the two buildings into one larger mixed-use development. While the Commission expressed their approval of this scenario, as a matter of public record, they requested that the specific building layouts of the site be discussed and highlighted, so as to define the proposed building as secondary/subservient to the existing building, in addition to future site development plans that propose the two (2) buildings to eventually be connected. These conditions support the existing building as the primary structure that must abide by Design Review Standard 17.06.080(A)2d.
- **Highlight the site’s original Conditional Use Permit for chain link fencing (2002) and classify the additional proposed section of chain link fencing as an extension of the original CUP.** Per Hailey Municipal Code, Section 17.08A.010.02 (D), “Chainlink material is prohibited except for public uses or public utility facilities with an approved conditional use permit”. The proposed building and site are used for public utility purposes, allowing chainlink fencing with an

approved conditional use permit (CUP). Archived record investigation revealed that a CUP from 2002 does exist for the site’s original chainlink fencing. Given that the proposed updates are an extension of existing fencing on the site, and that chainlink fencing can provide necessary site security while using public funds efficiently, and due to its minor scope overall, City Staff recommended that the Commission allow for the proposed addition of chainlink fencing and honor the existing CUP for the site.

- **The Applicant shall submit an irrigation plan using water conservation measures for the turf area and new tree plantings at the site. This has been made a Condition of Approval.** Upon the date of the Public Hearing for the Application, consensus on ground cover for the site had not yet been achieved. Mulch was included as one consideration, while keeping the existing turf was offered as an alternative option. New tree plantings were proposed, but irrigation was not explicitly shown on site plans. Thus, appropriate irrigation plans using water conservation measures were not submitted and will be required in final site designs.
- **The Applicant shall update site plans to include attractive, usable outdoor space for gathering and enjoyment of both employees of the site and potential occupants of the proposed residential units. This has been made a Condition of Approval.** At the suggestion of City Staff, the Commission is requiring that the Applicant include outdoor space amenities, such as a patio area, picnic tables, benches, pergola, and/or other similar features, at a site location that is convenient accessible for both site employees and potential residents of the proposed dwelling units. This addition will enhance the working and living experience and quality of place for all site users, visitors, and potential inhabitants.

<b>General Requirements for all Design Review Applications</b>				
<b>Compliant</b>			<b>Standards and Staff Comments</b>	
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"/>	<b>Department Comments</b>	<p><b>Streets, Engineering:</b>  <i>All infrastructure will require detailed final construction drawings to be submitted to the city and approved by the city prior to construction. All construction must conform to City of Hailey standard drawings, specifications, and procedures. This has been made a Condition of Approval.</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p> <p><b>Life/Safety:</b>  <i>Access to the site and buildings have been provided according to the standards within Chapter 16.04.</i></p> <p><b>Water &amp; Wastewater:</b>  <i>All infrastructure will require detailed final construction drawings to be submitted to the city and approved by the city prior to construction. All construction must conform to City of Hailey standard drawings, specifications, and procedures. This has been made a Condition of Approval.</i></p>

				<p><i>Finding: Compliance. This Standard has been met.</i></p> <p><b>Building: No Comments.</b></p> <p><b>Green Space: No Comments.</b></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.09.040 On-site Parking Req.	<p><b>See Section 17.09.040 for applicable code.</b></p>
			<p><b>Staff Comments</b></p>	<p><i>If permitted outright in the LI Zoning District, this proposed project would be categorized as a mixed-use development with dwelling units. Per the Hailey Municipal Code, mixed-use buildings containing dwelling units are required to provide at least one and a half (1.5) onsite parking spaces per unit.</i></p> <p><i>If the Commission does not find this project to be permitted outright in the LI Zoning District as mixed-use, and instead as another use with accessory dwelling units, the Hailey Municipal Code requires a minimum of one (1) space for every residential unit less than 1000 square feet in size. Additionally, industrial sites hosting public utilities/services are required to provide one (1) space for every one thousand (1000) square feet of building area. Per ADA requirements, one (1) accessible parking space is required for every twenty-five (25) standard parking spaces provided.</i></p> <p><i>The Applicant is proposing a total of two (2) residential units within what may potentially be considered a mixed-use building. The designated non-residential area of the proposed building, encompassing the building's first floor, is approximately 2,883 square feet in size. Rounding this first-floor square footage to 3,000, the total number of required parking spaces is six (6) onsite parking spaces, if the proposed building is eventually designated as mixed-use with dwelling units. If a mixed-use designation is not granted, and the residential units are considered solely as units under 1000 square feet in size, the total required parking for the project would be five (5) spaces.</i></p> <p><i>The site plan shows a total of eleven (11) parking spaces; ten (10) standard spaces and one (1) accessible space.</i></p> <p><i>Vehicular minimum parking requirements for the project will be met, regardless of final designation. However, in the case that the project is not designated as mixed-use and the required number of parking spaces is stated as five (5), and eleven (11) parking spaces are proposed, this number of spaces would be slightly in excess of 200% of the number of spaces required (five (5) required, ten (10) spaces as 200%, eleven (11) proposed).</i></p> <p><i>However, the Commission discussed this scenario and will permit the one (1) potential parking space in excess of 200%. This specific action of the Commission permitting excess parking is defined and allowable by Hailey Municipal Code (Section 17.09.040.06). The Commission's rationale for such an action stated that various contractors, technicians, etc. will be accessing this site at times, although they are not accounted for in routine site traffic levels. With this unique site occupancy scenario, the single parking space in excess as permitted, and the possible residential occupancy and its associated traffic levels at the site, the Commission found it amenable to allow for an excess of permitted parking at the site.</i></p>

				<p><i>Per Hailey Municipal Code, all mixed-use development, including new construction and additions, shall provide at least three (3) bicycle parking spaces or bicycle spaces equivalent to twenty five percent (25%) of the required number of vehicle parking spaces, whichever is greater.</i></p> <p><i>The proposed project does not offer any bicycle spaces. With respect to City Code, City of Hailey and Blaine County sustainability/resilience goals, and the proximity of the project to the Wood River Trail and Woodside Boulevard (0.3 miles), City Staff request that the Applicant include adequate bicycle parking spaces in their development. This has been made a Condition of Approval.</i></p> <p><i><u>Finding:</u> Compliance. These Standards shall be met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.09.040.06: Excess of Permitted Parking	<p><b>A. Approval Required: No use shall provide on-site parking for more than two hundred percent (200%) of the number of spaces required by this chapter unless permitted by specific action of the commission. Applications for parking in excess of that normally permitted will be heard by the commission as part of other applications, or, where no other application is pertinent, under the notice and hearing procedures set forth for design review.</b></p>
			<i>Staff Comments</i>	<p><i>The final building occupancy type, as agreed upon by the Commission, will determine if there is an excess of permitted parking, according to Hailey Municipal Code. The Commission is amenable to parking in excess of that normally permitted, which was discussed at the Public Hearing on May 15, 2023. Please refer to Section 17.09.040 of the Standards for further explanation.</i></p> <p><i><u>Finding:</u> Compliance. This Standard will be met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.08C.040 Outdoor Lighting Standards	<p><b>17.08C.040 General Standards</b></p> <ul style="list-style-type: none"> <li>a. All exterior lighting shall be designed, located and lamped in order to prevent:                             <ul style="list-style-type: none"> <li>1. Overlighting;</li> <li>2. Energy waste;</li> <li>3. Glare;</li> <li>4. Light Trespass;</li> <li>5. Skyglow.</li> </ul> </li> <li>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.</li> <li>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.</li> <li>d. Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires.</li> <li>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.</li> </ul>
			<i>Staff Comments</i>	<p><i>The Applicant will install Dark Sky compliant, downcast, and low wattage fixtures.</i></p> <p><i><u>Finding:</u> Compliance. This Standard has been met.</i></p>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>Bulk Requirements</b></p>	<p><b>Light Industrial Zoning District:</b></p>
			<p><i>Staff Comments</i></p>	<ul style="list-style-type: none"> <li>- <i>Building Height:</i> <ul style="list-style-type: none"> <li>○ <b>Permitted Building Height: 35'</b></li> <li>○ <b>Proposed Building Height: 29' 3"</b></li> <li>○ <b>Required Setbacks:</b> <ul style="list-style-type: none"> <li>▪ <i>Front Yard (Glenbrook Drive): 10'</i></li> <li>▪ <i>Side Yard (west): 10'</i></li> <li>▪ <i>Side Yard (east/parking lot): 10'</i></li> <li>▪ <i>Rear Yard: 10'</i></li> </ul> </li> <li>○ <b>Proposed Setbacks:</b> <ul style="list-style-type: none"> <li>▪ <i>Front Yard: 69'</i></li> <li>▪ <i>Side Yard (west): 75'</i></li> <li>▪ <i>Side Yard (east): 46'</i></li> <li>▪ <i>Rear Yard: 34'</i></li> </ul> </li> </ul> </li> </ul> <p><i>Maximum lot coverage permitted in the Light Industrial Zoning District is 75%. The proposed lot coverage is approximately 17%.</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>17.06.070(A)1 Street Improvements Required</b></p>	<p><b>Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.</b></p>
			<p><i>Staff Comments</i></p>	<p><i>All sidewalks onsite that currently provide access to the existing office building at the north end of the parcel will be retained.</i></p> <p><i>Approximately one hundred and forty-five feet (145') of new concrete sidewalk is proposed for the eastern elevation of the proposed building. This sidewalk will provide connectivity from the parking area into the office space entrance of the proposed building, as well as connection to the existing sidewalk along the existing office building's Glenbrook Drive frontage. Approximately fifteen feet (15') of new concrete sidewalk is proposed for the walkway connecting the existing office building with the potential mixed-use building. Thirty feet (30') of new concrete sidewalk is also proposed for the project's western elevation, providing connection between an additional parking area along the building's southern elevation and a "man door" for the proposed shop/garage space.</i></p> <p><i>Two (2) new drywell and catch basin systems will be constructed on site for this project. Drywell location and site grading will be designed to promote efficient drainage.</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p><b>17.06.070(B) Required Water System Improvements</b></p>	<p><b>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 (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.</b></p>

			<i>Staff Comments</i>	<i>N/A, as the proposed project is not located within the TO Zoning District.</i>
<b>Design Review Requirements for Non-Residential, Multifamily, and/or Mixed-Use Buildings within the City of Hailey</b>				
<b>1. Site Planning: 17.06.080(A)1, items (a) thru (n)</b>				
<b>Compliant</b>			<b>Standards and Staff Comments</b>	
<b>Yes</b>	<b>N</b>	<b>N/A</b>	<b>City Code</b>	<b>City Standards and <i>Staff Comments</i></b>
	<b>o</b>			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1a	<p><b>a. The location, orientation and surface of buildings shall maximize, to the greatest extent possible sun exposure in exterior spaces to create spaces around buildings that are usable by the residents and allow for safe access to buildings</b></p> <p><i>Staff Comments</i></p> <p><i>The proposed building is situated with a slight east-west orientation, with the main entrance for the office facing north, and the exterior, second floor exit for the potential residential units facing west. The three (3) garage doors and shop loading/unloading area faces to the south and east, which maximizes solar exposure in the area that will experience the most vehicle traffic and staging. This orientation will be especially beneficial in winter months, mitigating snow/ice build-up which can cause drainage and operation issues with garage doors and vehicle movement.</i></p> <p><i>The main roof pitch for the building is oriented away from the primary office and potential residential entrances, ensuring that precipitation and snow shed toward locations that promote safe access to buildings. Runoff from the roof will also be directed towards a large grass area and away from parking areas. A small walkway leading to the “man door” entrance of the shop space sits underneath the sloped roof pitch on the south side of the building but given this entrance’s infrequency of use and south-facing exposure, safe access to the building should be upheld.</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1b	<p><b>b. All existing plant material shall be inventoried and delineated, to scale, and noted whether it is to be preserved, relocated, or removed. Removal of trees larger than 6-inch caliper proposed to be removed require an arborist review. Any tree destroyed or mortally injured after previously being identified to be preserved, or removed without authorization, shall be replaced with a species of tree found in the Tree Guide and shall be a minimum of 4-inch caliper.</b></p> <p><i>Staff Comments</i></p> <p><i>No trees or significant plant material, other than established turf, appear to be present within the proposed building area (based on aerial imagery analysis).</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1c	<p><b>c. Site circulation shall be designed so pedestrians have safe access to and through the site and to building.</b></p> <p><i>Staff Comments</i></p> <p><i>Site circulation has been designed to shield pedestrians from encounters with Water Division utility vehicles. A new gate and extension of existing chain link</i></p>

			<p><i>fence is proposed for the northeastern corner of the project’s parking area, which will limit through-traffic at the site and ensure site security. Per Hailey Municipal Code, chain link material is prohibited except for public uses or public utility facilities with an approved conditional use permit. The proposed building and site are used for public utility purposes, allowing chainlink fencing with a conditional use permit (CUP). Archived record investigation revealed that a CUP from 2002 does exist for the site’s original chainlink fencing. Given that the proposed updates are an extension of existing fencing on the site, and that chainlink fencing can provide necessary site security while using public funds efficiently, and due to its minor scope overall, City Staff recommended that the Commission allow for the proposed addition of chainlink fencing and honor the existing CUP for the site.</i></p> <p><i>Sidewalks along Glenbrook Drive provide access to the existing office building, and pedestrians will have a choice of either utilizing newly-constructed connector sidewalks to the north to access the second, proposed office building, or traveling through the existing office building and using another small sidewalk to access the back entrance of the proposed building. Pedestrians will have multiple options to safely access buildings and move through the site, without having to travel across parking areas.</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>17.06.080(A)1d</b></p> <p><b>d. Building services including loading areas, trash storage/pickup areas and utility boxes shall be located at the rear of a building; the side of the building adjacent to an internal lot line may be considered as an alternate location. These areas shall be designed in a manner to minimize conflict among uses and shall not interfere with other uses, such as snow storage. These areas shall be screened with landscaping, enclosures, fencing or by the principal building.</b></p> <p><i>Staff Comments</i></p> <p><i>As the proposed building will be at an occupied, operating public utility site, the Applicant will confirm their proposed plan for trash storage/pick up with City Staff, whether that is utilizing existing facilities or installing new ones, prior to issuance of a Building Permit.</i></p> <p><i>Various utility boxes already occupy the site, both at the rear and sides of existing buildings and at the rear of the site.</i></p> <ul style="list-style-type: none"> <li>- <i>Ground and roof-mounted equipment shall be shown on the building permit plans and are subject to Staff review and approval.</i></li> <li>- <i>Equipment shall be screened from view and shall not interfere with any walkways or sidewalks.</i></li> </ul> <p><i>These measures have been made a condition of approval.</i></p> <p><i>Finding: Compliance. This Standard will be met.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p><b>17.06.080(A)1e</b></p> <p><b>e. Where alleys exist, or are planned, they shall be utilized for building services.</b></p> <p><i>Staff Comments</i></p> <p><i>N/A, as no alleys exist and/or are proposed.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p><b>17.06.080(A)1f</b></p> <p><b>f. Vending machines located on the exterior of a building shall not be visible from any street.</b></p>

			<i>Staff Comments</i>	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1g	<p><b>g. On-site parking areas shall be located at the rear of the building and screened from the street. Parking and access shall not be obstructed by snow accumulation. (NOTE: If project is located in Airport West Subdivision, certain standards may apply that are not listed here. See code for details.)</b></p> <p><b>i. Parking areas located within the SCI zoning district may be located at the side or rear of the building.</b></p> <p><b>ii. Parking areas may be considered at the side of buildings within the B, LB, TI and LI zoning districts provided a useable prominent entrance is located on the front of the building and the parking area is buffered from the sidewalk adjacent to the street.</b></p>
			<i>Staff Comments</i>	<p><i>On-site parking is proposed on the side and at the rear of the new building. A prominent entrance for the existing building, along Glenbrook Drive, is provided; access to the proposed building can be gained through the existing building as well. Parking on the north (side) of the proposed building will be partially screened via the existing building structure. The existing building structure also provides partial buffering from the sidewalk adjacent to the street.</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1h	<p><b>h. Access to on-site parking shall be from the alley or, if the site is not serviced by an alley, from a single approach to the street to confine vehicular/pedestrian conflict to limited locations, allow more buffering of the parking area, and preserve the street frontage for pedestrian traffic.</b></p>
			<i>Staff Comments</i>	<p><i>Existing on-site parking is accessed via a single approach, directly off of Glenbrook Drive and in front of the existing building. However, the site is currently serviced by two (2) existing driveways. Eight (8) of the proposed on-site parking spots will be accessed via the northern driveway area, while the three (3) remaining parking spots will be accessed via the southern driveway area. A proposed gate and fence for the mid-section of the north driveway will control through-travel in the site. Multiple points of egress/ingress are necessary for safe and appropriate travel within the site, as utility trucks/services will be frequently present on site and only certain City Staff will be permitted in certain areas. Additionally, the adjoining site to the east is also owned by the City of Hailey as a public utility site. Retaining the shared driveway area that services both the existing and proposed public utility buildings will promote reciprocal uses and maximize site efficiency for vehicular travel. City Staff are amenable to on-site parking being accessed from more than one (1) approach.</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1i	<p><b>i. Snow storage areas shall be provided on-site where practical and sited in a manner that is accessible to all types of snow removal vehicles of a size that can accommodate moderate areas of snow.</b></p>
			<i>Staff Comments</i>	<p><i>Snow storage areas comply with this standard.</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1j	<b>j. Snow storage areas shall not be less than 25% of the improved parking and vehicle and pedestrian circulation areas.</b>
			<i>Staff Comments</i>	<i>The required snow storage area for the project is 3,036 square feet (25%). The proposed snow storage area is 3,053 square feet (25%).</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1k	<b>k. A designated snow storage area shall not have any dimension less than 10 feet.</b>
			<i>Staff Comments</i>	<i>Snow storage areas comply with this standard.  <u>Finding:</u> Compliance. This Standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1l	<b>l. Hauling of snow from downtown areas is permissible where other options are not practical.</b>
			<i>Staff Comments</i>	<i>At this time, the site and proposed snow storage areas appear to be adequate for the storing of snow.  <u>Finding:</u> Compliance. This Standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1m	<b>m. Snow storage areas shall not impede parking spaces, vehicular and pedestrian circulation, or line of sight, loading areas, trash storage/pickup areas, service areas or utilities.</b>
			<i>Staff Comments</i>	<i>Snow storage areas do not appear to impede any of the stated items.  <u>Finding:</u> Compliance. This Standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1n	<b>n. Snow storage areas shall be landscaped with vegetation that is salt-tolerant and resilient to heavy snow.</b>
			<i>Staff Comments</i>	<i>Based on landscape plans, snow storage areas will be located on existing turf areas, which have proven to be resilient to snow storage and salt throughout the site's history of use.  <u>Finding:</u> Compliance. This Standard has been met.</i>
<b>2. Building Design: 17.06.080(A)2, items (a) thru (m)</b>				
<b>Compliant</b>			<b>Standards and Staff Comments</b>	
<b>Yes</b>	<b>N</b>	<b>N/A</b>	<b>City Code</b>	<b>City Standards and Staff Comments</b>
	<b>o</b>			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2a	<b>a. The proportion, size, shape, and rooflines of new buildings shall be compatible with surrounding buildings.</b>
			<i>Staff Comments</i>	<i>The proportion, size, shape, and roofline of the newly proposed building are each compatible with surrounding buildings, based on existing structure photos provided by the Applicant. The proposed building has a slightly smaller overall building footprint than the existing building directly to the west, and its single-pitch roofline mirrors other rooflines of buildings that occupy the site. Single polygon building footprints characterize the site, and the proposed building design demonstrates this as well. The proposed height of the new building does not attempt to capitalize on the maximum permitted building height, allowing the new building to blend in naturally with existing building heights within this LI-zoned parcel.  <u>Finding:</u> Compliance. This Standard has been met.</i>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2b	<b>b. Standardized corporate building designs are prohibited.</b>
			<i>Staff Comments</i>	<i>N/A, as the project is not a corporate design.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2c	<b>c. At ground level, building design shall emphasize human scale, be pedestrian oriented and encourage human activity and interaction.</b>
			<i>Staff Comments</i>	<p><i>The inclusion of a sidewalk along the northern building edge emphasizes human scale and pedestrian use, especially considering that this feature provides additional connection and access to the existing office building. Sidewalk and human scale-features were previously lacking in this location. The connector sidewalk between the existing and proposed office buildings can promote human activity and interaction amongst both buildings, in addition to interaction/activity outside of buildings during temperate months. This inter-building area will provide some of the only consistent shade at the site, which will especially encourage outdoor human gathering and interaction during hotter weather. Staff would encourage the Applicant to consider placing picnic tables/seating areas in this area, as an amenity to both the employees of the office buildings and the future residents of the new mixed-use building, who have direct exterior stair access from the residential area to this outdoor space.</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2d	<b>d. The front façade of buildings shall face the street and may include design features such as windows, pedestrian entrances, building off-sets, projections, architectural detailing, courtyards and change in materials or similar features to create human scale and break up large building surfaces and volumes.</b>
			<i>Staff Comments</i>	<p><i>The front façade of the proposed building does not face the street, instead facing the adjacent lot line to the north and a small portion of open green space. Given that the new building will be built behind, and shielded by, the existing building at the site, whose front façade does face the street, Staff and the Commission are amenable to the proposed building’s front façade facing the side of the lot. Additionally, there is some interest from the City of Hailey in permanently adjoining the existing building and the proposed building in the future, which would support a primary front entrance facing the street, and a secondary entrance facing the side of the lot. The front façade of the proposed building does incorporate seven (7) windows, glass double-entry front doors, and steel beam accent projections.</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2e	<b>e. Any addition onto or renovation of an existing building shall be designed to create a cohesive whole.</b>
			<i>Staff Comments</i>	<i>No future additions or renovations are planned at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2f	<b>f. All exterior walls of a building shall incorporate the use of varying materials, textures, and colors.</b>
			<i>Staff Comments</i>	<p><i>The exterior walls of the proposed building incorporate a mixture of tan corrugated metal siding, overhead steel beams with projections and cable detailing, and concrete-steel beam pillars. Steel beams are dark brown, creating variety amongst the tan exterior walls. The three (3) garage doors on the east elevation of the proposed building will also be brown in color,</i></p>

			<p><i>creating a sense of cohesiveness amongst the building’s exterior while breaking up large, tan, metal surfaces. Exterior light features are proposed as “dark bronze”, adding further accent and variety to the exterior walls of the site.</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>17.06.080(A)2g</b></p> <p><b>g. Exterior buildings colors and materials shall be integrated appropriately into the architecture of the building and be harmonious within the project and with surrounding buildings.</b></p> <p><i>Staff Comments</i></p> <p><i>Exterior building colors and materials have been well-integrated into the architecture of the building. Exposed steel beams and cables evoke the industrial nature that characterizes the site, and surrounding existing buildings use the same exterior siding materials with a similar color palette. With the project site also adjacent to the Recreational Green Belt (RGB) District and a popular hiking trail, the Applicant’s selected color and materials palette will allow the new building to blend with its surroundings and reduce its perceived scale. This is especially important given the numerous buildings that already occupy the site/surrounding sites, and the overall visual impact delivered by the LI to the RGB Zone.</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p><b>17.06.080(A)2h</b></p> <p><b>h. Flat-roofed buildings over two stories in height shall incorporate roof elements such as parapets, upper decks, balconies, or other design elements.</b></p> <p><i>Staff Comments</i></p> <p><i>N/A, as no flat-roofed buildings are proposed.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>17.06.080(A)2i</b></p> <p><b>i. All buildings shall minimize energy consumption by utilizing alternative energy sources and/or passive solar techniques. At least three (3) of the following techniques, or an approved alternative, shall be used to improve energy cost savings and provide a more comfortable and healthy living space:</b></p> <ul style="list-style-type: none"> <li><b>i) Solar Orientation.</b> If there is a longer wall plane, it shall be placed on an east-west axis. A building’s wall plane shall be oriented within 30 degrees of true south.</li> <li><b>ii) South facing windows with eave coverage.</b> At least 40% of the building’s total glazing surface shall be oriented to the south, with roof overhang or awning coverage at the south.</li> <li><b>iii) Double glazed windows.</b></li> <li><b>iv) Windows with Low Emissivity glazing.</b></li> <li><b>v) Earth berming against exterior walls</b></li> <li><b>vi) Alternative energy.</b> Solar energy for electricity or water heating, wind energy or another approved alternative shall be installed on-site.</li> <li><b>vii) Exterior light shelves.</b> All windows on the southernmost facing side of the building shall have external light shelves installed.</li> </ul> <p><i>Staff Comments</i></p> <p><i>The proposed building’s longer wall plane is placed on an east-west axis, the selected project windows will be treated with Low Emissivity glazing, and the Applicant intends to install solar PV panels across the single-pitch roof, which is oriented towards the south. City Staff would like to commend the Applicant for embracing solar alternative energy opportunities at the site, especially as it relates to enhancing clean energy for municipal electricity use and addressing the City of Hailey’s Clean Energy Resolution (2020).</i></p>

				<i>Finding: Compliance. This Standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2j	<p>j. Gabled coverings, appropriate roof pitch, or snow clips and/or gutters and downspouts shall be provided over all walkways and entries to prevent snow from falling directly onto adjacent sidewalks.</p> <p><i>Staff Comments</i>                  A gabled covering appears to be provided over the main entrance on the north side of the building. Additionally, a single-pitch roof built at approximately 9.46 degrees sloping to the south defines overall building design and rooftop snow-shedding. Sidewalks will be protected on the north side of the proposed building, due to the gabled coverings and direction of roof pitch.</p> <p>Submitted architectural plans show a continuous snow bar/guard along the low side roof edge of the building's south elevation, with gutters and downspouts directing runoff to the roof drain connection.</p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2k	<p>k. Downspouts and drains shall be located within landscape areas or other appropriate locations where freezing will not create pedestrian hazards.</p> <p><i>Staff Comments</i>                  Same as above.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2l	<p>l. Vehicle canopies associated with gas stations, convenience stores or drive-through facilities shall have a minimum roof pitch of 3/12 and be consistent with the colors, material and architectural design used on the principal building(s).</p> <p><i>Staff Comments</i>                  N/A</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2m	<p>m. A master plan for signage is required to ensure the design and location of signs is compatible with the building design and compliance with Section 17.08A.020 of this title.</p> <p><i>Staff Comments</i>                  N/A, as no signage is proposed is proposed at this time.</p>
<b>3. Accessory Structures, Fences and Equipment/Utilities: 17.06.080(A)3, items (a) thru (i)</b>				
<b>Compliant</b>			<b>Standards and Staff Comments</b>	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)3a	<p>a. Accessory structures shall be designed to be compatible with the principal building(s).</p> <p><i>Staff Comments</i>                  N/A, as no accessory structures are proposed at this time.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)3b	<p>b. Accessory structures shall be located at the rear of the property.</p> <p><i>Staff Comments</i>                  Same as above.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3c	<p>c. Walls and fences shall be constructed of materials compatible with other materials used on the site.</p> <p><i>Staff Comments</i>                  Approximately twenty-five feet (25') of new chain link fence is proposed for the site, securing the newly installed gate to existing chain link fence</p>

				<p>occupying the northern parcel boundary. Material compatibility will be achieved by matching fencing material and structure.</p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3d	<p><b>d. Walls and fencing shall not dominate the buildings or the landscape. Planting should be integrated with fencing in order to soften the visual impact.</b></p> <p><i>Staff Comments</i>                  Compared to overall scale and layout of the project site, in addition to the site's existing conditions, the proposed amount of additions of chain link fencing will not dominate the landscape.</p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3e	<p><b>e. All roof projections including, roof-mounted mechanical equipment, such as heating and air conditioning units, but excluding solar panels and Wind Energy Systems that have received a Conditional Use Permit, shall be shielded, and screened from view from the ground level of on-site parking areas, adjacent public streets and adjacent properties.</b></p> <p><i>Staff Comments</i>                  Solar panels are the only roof-mounted mechanical equipment proposed at this time, and therefore do not apply to this Standard.</p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3f	<p><b>f. The hardware associated with alternative energy sources shall be incorporated into the building's design and not detract from the building and its surroundings.</b></p> <p><i>Staff Comments</i>                  The hardware associated with the proposed solar energy source for the building is incorporated into the building's single-pitch roof, which faces and slopes towards the south. This will maximize solar efficiency. Additionally, an existing building on the site, to the south of the proposed building, will help shield the roof-mounted solar equipment from view by the adjacent parcel to the south.</p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3g	<p><b>g. All ground-mounted mechanical equipment, including heating and air conditioning units, and trash receptacle areas shall be adequately screened from surrounding properties and streets by the use of a wall, fence, or landscaping, or shall be enclosed within a building.</b></p> <p><i>Staff Comments</i>                  It does not appear that any new ground-mounted mechanical equipment is proposed, and all existing ground or roof-mounted mechanical equipment is presently shielded by buildings on site.</p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3h	<p><b>i. All service lines into the subject property shall be installed underground.</b></p> <p><i>Staff Comments</i>                  All services lines will be underground.</p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3i	<p><b>j. Additional appurtenances shall not be located on existing utility poles.</b></p> <p><i>Staff Comments</i>                  No appurtenances will be permitted on poles.</p> <p><i>Finding: Compliance. This Standard has been met.</i></p>

4. Landscaping: 17.06.080(A)4, items (a) thru (n)				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input type="checkbox"/>	<input checked="" type="checkbox"/> ?	<input type="checkbox"/>	17.06.080(A)4a	<p><b>a. Only drought tolerant plant species and/or xeriscape specific plant materials shall be used, as specified by the Hailey Landscaping Manual or an approved alternative.</b></p> <p><i>Original site landscape plans showed new gravel mulch (highly drought tolerant/drought-proof) to be included around the southern and western sides of the proposed building, at the bulbout at the eastern extent of the north-side parking strip, and within the parking area island on the eastern edge of the site. However, the submitted Site Grading and Drainage Plans denote these areas as "Landscape Area. Install turf type and irrigation system per City of Hailey". After discussion with the Applicant and project team, it was decided that the existing turf at the site shall remain as the primary ground cover, as it has proven to be resilient over many years and adequately serves the site.</i></p> <p><i>Five (5) Swedish Aspen are proposed for the site, which are considered to be drought-tolerant.</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4b	<p><b>b. All plant species shall be hardy to the Zone 4 environment.</b></p> <p><i>It appears that plant materials will be appropriate for the environment.</i></p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4c	<p><b>c. At a minimum, a temporary irrigation system that fully operates for at least two complete growing seasons is required in order to establish drought tolerant plant species and/or xeriscape specific plant materials. Features that minimize water use, such as moisture sensors, are encouraged.</b></p> <p><i>No irrigation system was included in site plans. The Applicant shall submit site plans that clearly depict an irrigation system using water conservation measures, appropriate for establishing the five (5) proposed Swedish Aspen trees and maintaining the current condition of the site's existing turf. This has been made a Condition of Approval.</i></p> <p><i>Finding: Compliance. This Standard will be met.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4d	<p><b>d. Landscaped areas shall be planned as an integral part of the site with consideration of the urban environment. A combination of trees, shrubs, vines, ground covers, and ornamental grasses shall be used. Newly landscaped areas shall include trees with a caliper of no less than two-and-one-half (2 ½) inches. A maximum of twenty percent (20%) of any single tree species shall not be exceeded in any landscape plan, which includes street trees. New planting areas shall be designed to accommodate typical trees at maturity. Buildings within the LI and SCI-I Zoning Districts are excluded from this standard.</b></p>

			<i>Staff Comments</i>	<i>N/A, as the proposed building is within the LI Zoning District.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4e	<b>e. Seasonal plantings in planter boxes, pots, and/or hanging baskets shall be provided to add color and interest to the outside of buildings in the LI and SCI-I zoning districts.</b>
			<i>Staff Comments</i>	<i>The Applicant shall ensure that seasonal plantings are incorporated into final site design. This has been made a Condition of Approval.</i>  <i>Finding: Compliance. This Standard will be met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4f	<b>f. Plantings for pedestrian areas within the B, LB, TN and SCI-O zoning districts shall be designed with attention to the details of color, texture and form. A variety of trees, shrubs, perennials, ground covers and seasonal plantings, with different shapes and distinctive foliage, bark and flowers shall be used in beds, planter boxes, pots, and/or hanging baskets.</b>
			<i>Staff Comments</i>	<i>N/A, as the proposed project is located within the Light Industrial Zoning Districts.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4g	<b>g. Storm water runoff should be retained on the site wherever possible and used to irrigate plant materials.</b>
			<i>Staff Comments</i>	<i>A site geometry and grading plan has been submitted and storm water will be retained onsite. Runoff is within the landscaped/parking areas and is directed to drywells, as noted on the site geometry and grading plan.</i>  <i>Finding: Compliance. This Standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4h	<b>h. A plan for maintenance of the landscaping areas is required to ensure that the project appears in a well-maintained condition (i.e., all weeds and trash removed, dead plant materials removed and replaced).</b>
			<i>Staff Comments</i>	<i>The City of Hailey shall be responsible for all maintenance of the landscaping areas.</i>  <i>Finding: Compliance. This Standard has been met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4i	<b>i. Retaining walls shall be designed to minimize their impact on the site and the appearance of the site.</b>
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are existing or proposed at this time</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4j	<b>j. Retaining walls shall be constructed of materials that are utilized elsewhere on the site, or of natural or decorative materials.</b>
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are existing or proposed at this time</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4k	<b>k. Retaining walls, where visible to the public and/or to residents or employees of the project, shall be no higher than four feet or terraced with a three-foot horizontal separation of walls.</b>
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are existing or proposed at this time</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4l	<b>l. Landscaping should be provided within or in front of extensive retaining walls.</b>
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are existing or proposed at this time</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4m	<b>m. Retaining walls over 24" high may require railings or planting buffers for safety.</b>
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are existing or proposed at this time</i>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4n	n. Low retaining walls may be used for seating if capped with a surface of at least 12 to 16 inches wide.
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are existing or proposed at this time</i>

**Additional Design Review Requirements for Accessory Dwelling Units within the City of Hailey**

**1. Site Planning: 17.06.080(C)1, items (a) thru (c)**

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"/>	17.06.080(D)1a	<p>a. Adjoining parcels shall be considered when planning building configuration, vehicular circulation and access, parking, and drainage.</p> <p><i>Staff Comments</i>                      The location of the proposed building responds appropriately to adjoining parcels, including the existing paved areas, driveways, buildings, and grading, and drainage. The site currently hosts other City of Hailey utility offices and shops, which supports the addition of this Hailey Water Division Office and its associated vehicular circulation and access. Additions of on-site parking are proposed away from egress/ingress of adjoining parcels as well.</p> <p><u>Finding:</u> Compliance. This Standard has been met.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(D)1b	<p>b. Reciprocal vehicular ingress and egress, circulation, and parking arrangements are encouraged when the adjacent site(s) allows in order to facilitate the ease of vehicular movement between adjoining properties.</p> <p><i>Staff Comments</i>                      The adjacent site to the east of the proposed building is also owned by the City of Hailey as a public utility site. Utility vehicle egress and ingress for industrial uses of both parcels is confined to and shared by the southern driveway on site. Please see Section 17.06.080 (A)1h for further detail.</p> <p><u>Finding:</u> Compliance. This Standard has been met.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(D)1c	<p>c. Vehicle circulation, parking and loading shall not block pedestrian accessways. .</p> <p><i>Staff Comments</i>                      The placement of the proposed Hailey Water Division Office Building, and its driveways and parking/loading areas, promotes safe and efficient pedestrian accessways between the existing and proposed buildings and amongst the site.</p> <p><u>Finding:</u> Compliance. This Standard has been met.</p>

**2. Building Design: 17.06.080(D)2, items (a) thru (b)**

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
			17.06.080(D)2a	a. Buildings shall incorporate massing, group lines and character that responds to single-family homes. Buildings may also include the use of

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<p><b>varying materials, textures, and colors to break up the bulk and mass of large multi-family buildings. Windows should be residential in scale and thoughtfully placed to provide for privacy and solar gain.</b></p> <p><i>Staff Comments</i> Please refer to Section 17.06.080(A)2, items (a) thru (m) for further details.</p> <p><i>Finding: Compliance. This Standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(D)2b	<p><b>b. At ground level, buildings shall present a setting that is visually pleasing to the pedestrian and that encourages human activity and interaction.</b></p> <p><i>Staff Comments</i> Please refer to Section 17.06.080(A)2, items (a) thru (m) for further details.</p> <p><i>Finding: Compliance. This Standard has been met.</i></p>

**17.06.060 Criteria.**

- A. The Commission or Hearing Examiner shall determine the following before approval is given:**
  - 1. The project does not jeopardize the health, safety, or welfare of the public.**
  - 2. The project conforms to the applicable specifications outlined in the Design Review Guidelines, as set forth herein, applicable requirements of the Zoning Title, and City Standards.**
- B. Conditions. The Commission or Hearing Examiner may impose any condition deemed necessary. The Commission or Hearing Examiner may also condition approval of a project with subsequent review and/or approval by the Administrator or Planning Staff. Conditions which may be attached include, but are not limited to those which will:**
  - 1. Ensure compliance with applicable standards and guidelines.**
  - 2. Require conformity to approved plans and specifications.**
  - 3. Require security for compliance with the terms of the approval.**
  - 4. Minimize adverse impact on other development.**
  - 5. Control the sequence, timing, and duration of development.**
  - 6. Assure that development and landscaping are maintained properly.**
  - 7. Require more restrictive standards than those generally found in the Zoning Title.**
- C. Security. The applicant may, in lieu of actual construction of any required or approved improvement, provide to the City such security as may be acceptable to the City, in a form and in an amount equal to the cost of the engineering or design, materials and installation of the improvements not previously installed by the applicant, plus fifty percent (50%), which security shall fully secure and guarantee completion of the required improvements within a period of one (1) year from the date the security is provided.**
  - 1. If any extension of the one-year period is granted by the City, each additional year, or portion of each additional year, shall require an additional twenty percent (20%) to be added to the amount of the original security initially provided.**
  - 2. In the event the improvements are not completely installed within one (1) year, or upon the expiration of any approved extension, the City may, but is not obligated, to**

**apply the security to the completion of the improvements and complete construction of the improvements.**

## **CONCLUSIONS OF LAW**

Based upon the above Findings of Fact, the Commission makes the following Conclusions of Law:

1. Adequate notice, pursuant to Title 17, Section 17.06.040(D), was given.
2. The project is in general conformance with the Hailey Comprehensive Plan.
3. The project does not jeopardize the health, safety, or welfare of the public.
4. Upon compliance with the conditions set forth, the project conforms to the applicable standards of Chapter 17.06, Design Review, other Chapters of the Hailey Municipal Code and City Standards.

## **DECISION**

Design Review Application by the City of Hailey for one (1) new 4,820 square foot building, which may be considered for mixed-use, if it is so considered, will consist of two (2) one-bedroom, 418 square foot residential units, located above 2,095 square feet of combined office and industrial space for the Hailey Water Division. If mixed-use is not ultimately permitted as a use for the site, the second floor of the proposed building will consist of 1,325 square feet of mezzanine/storage space. This project, known as the Hailey Water Division Office Building, located at 4297 Glenbrook Drive (Lots 17 and 18, Parcel K, Sewer Plant, Block 42, Woodside Subdivision #10) within the Light Industrial (LI) Zoning District, has been approved, finding that the project does not jeopardize the health, safety or welfare of the public and the project conforms to the applicable specifications outlined in Hailey Municipal Code Section 17.06, Design Review, additional applicable requirements of Title 17, Title 18, and City Standards, provided conditions (a) through (m) are met:

- a) All applicable Fire Department and Building Department requirements shall be met.
- b) Any change in use or occupancy type from that approved at time of issuance of Building Permit may require additional improvements and/or approvals. Additional parking may also be required upon subsequent change in use, in conformance with Hailey's Municipal Code at the time of the new use.
- c) All City infrastructure requirements shall be met. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required.
- d) The Applicant shall include adequate bicycle parking spaces in their development, as required by Hailey Municipal Code.
- e) The Applicant shall submit an irrigation plan using water conservation measures for the turf area and new tree plantings at the site.
- f) The Applicant shall ensure that seasonal plantings are incorporated into final site design.

- g) Ground and roof-mounted equipment shall be shown on the building permit plans and are subject to Staff review and approval.
- h) Ground-mounted equipment shall be screened from view and shall not interfere with any walkways or sidewalks.
- i) All new and existing exterior lighting shall comply with the Outdoor Lighting Ordinance.
- j) The Applicant shall update site plans to include attractive, usable outdoor space for gathering and enjoyment of both employees of the site and potential occupants of the proposed residential units.
- k) Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided as approved by the City Attorney, before a Certificate of Occupancy can be issued.
- l) This Design Review approval is for the date the Findings of Fact are signed. The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to and for the duration of a valid Building Permit.
- m) The Design Review approval shall be valid for eighteen (18) months. This extension shall be effective from the day the Findings of Fact are approved.

Signed this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Janet Fugate, Planning & Zoning Commission Chair

Attest:

\_\_\_\_\_  
Jessie Parker, Community Development Assistant

**Return to Agenda**



**STAFF REPORT**  
**Hailey Planning and Zoning Commission**  
**Regular Meeting of June 5, 2023**

**To:** Hailey Planning and Zoning Commission

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

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

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

**Hearing:** June 5, 2023

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

**Location:** 111 E Croy Street

**Zoning/Size:** Transitional (TN) and Townsite Overlay (TO); 0.10 acres (4,498 sq. ft.)

**Notice:** Notice for the public hearing was published in the Idaho Mountain Express on May 16, 2023, and mailed to property owners within 300 feet on May 16, 2023. No additional mailings were made or notices posted.

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

In an effort to address affordable and community housing stock shortages and retain a quality workforce, BCSD entered into an agreement with ARCH to help develop new residential units on BCSD properties, with occupancy designated for BCSD employees. This includes 111 E Croy, in addition to multi-family residential development project located at 128 W Bullion that was reviewed and approved by the Planning and Zoning Commission and Hailey City Council in April, 2023. On October 11, 2022, the BCSD Board of Trustees adopted and approved a Ground Lease and Development Agreement, which places BCSD as the ground lessor and ARCH as the party responsible for constructing, financing, permitting, and managing the housing units. These units will be rent restricted in accordance with the policy set forth by BCSD to ensure affordability for employees of the district.

**Project Proposal:** The Applicant Team is proposing to construct one (1) new two-story residence consisting of one (1) two-bedroom residential unit and one (1) attached garage with one (1) one-

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

**Procedural History:** The Application was submitted on May 9, 2023 and certified complete on May 23, 2023. A public hearing before the Planning and Zoning Commission for approval or denial of the project will be held on June 5, 2023, in the Hailey City Council Chambers and virtually via GoTo Meeting.

<b>General Requirements for all Design Review Applications</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"/>	<b>17.06.050</b>	<b>Complete Application</b>
<input checked="" type="checkbox"/> ?	<input type="checkbox"/>	<input type="checkbox"/>	<b>Department Comments</b>	<p><b>Streets, Engineering:</b>  <i>The Streets Superintendent has requested a more detailed/clear drawing of the driveway on the western edge of the property, adjacent to the alleyway. Concern was held regarding the connection from the alley to what appears to be a nonstandard driveway design. The Streets Department also wished to remind the Applicant of restricted parking in the winter months along Croy Street. Staff has made the Applicant aware of these requests/concerns.</i></p> <p><i>The City Engineer reminded the Applicant that they will need an Encroachment Permit for the alley access and new sidewalk, connecting to the existing Croy Street sidewalk. Staff has made the Applicant aware of this necessary permit.</i></p> <p><i>All infrastructure will require detailed final construction drawings to be submitted to the city and approved by the city prior to construction. All construction must conform to City of Hailey standard drawings, specifications, and procedures.</i></p> <p><i>This has been made a Condition of Approval.</i></p> <p><b>Life/Safety: -</b></p> <p><b>Water &amp; Wastewater:</b></p>

				<p><i>The City's Wastewater Staff request that the Applicant's engineer describe which sewer lines present on the site are currently in use or will need to be used. Any unused lines shall be abandoned at the sewer main and capped off. This has been made a Condition of Approval.</i></p> <p><b>Building:</b> No comments</p> <p><b>Green Space:</b></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.08A Signs	
			Staff Comments	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.09.040 On-site Parking Req.	See Section 17.09.040 for applicable code.
			Staff Comments	<p><i>Per the Hailey Municipal Code, single-family dwellings are required to provide a minimum of two (2) parking spaces per dwelling. Additionally, accessory dwelling units are required to provide a minimum of one (1) space per unit. The required number of parking spaces for this project is three (3) spaces. The Applicant is proposing to construct two (2) single-vehicle garage bays, as well as provide one (1) parking space in the driveway area adjacent to the alley, for a total of three (3) spaces.</i></p> <p><i>Parking requirements for the proposed project are met.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.09.040.06: Excess of Permitted Parking	<p><b>A. Approval Required:</b> No use shall provide on-site parking for more than two hundred percent (200%) of the number of spaces required by this chapter unless permitted by specific action of the commission. Applications for parking in excess of that normally permitted will be heard by the commission as part of other applications, or, where no other application is pertinent, under the notice and hearing procedures set forth for design review.</p>
			Staff Comments	N/A, as no excess parking is proposed.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.08C.040 Outdoor Lighting Standards	<p><b>17.08C.040 General Standards</b></p> <ul style="list-style-type: none"> <li>a. All exterior lighting shall be designed, located and lamped in order to prevent:                             <ul style="list-style-type: none"> <li>1. Overlighting;</li> <li>2. Energy waste;</li> <li>3. Glare;</li> <li>4. Light Trespass;</li> <li>5. Skyglow.</li> </ul> </li> <li>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.</li> <li>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.</li> <li>d. Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires.</li> <li>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.</li> </ul>

			<i>Staff Comments</i>	<i>The Applicant will install Dark Sky compliant, downcast, and low wattage fixtures. Light fixture samples have been submitted.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Bulk Requirements</b>	<b>Townsite Overlay (TO) Zoning District:</b>
			<i>Staff Comments</i>	<p>- <i>Building Height:</i>  <b>Permitted Building Height: 30'</b>  <b>Proposed Building Heights: 28' 9 <sup>11/16</sup>"</b></p> <p>- <i>Setbacks</i>  <b>Required Setbacks:</b>  <i>Front Yard (South/Croy Street): 12'</i>  <i>Side Yard (West/Alleyway): 6'</i>  <i>Side Yard (East/Private Property): 7.2'</i>  <i>Rear Yard (North/Private Property): 6.75'</i></p> <p><b>Proposed Setbacks:</b>  <i>Front Yard (South/Croy Street): 22' 5 <sup>3/4</sup>"</i>  <i>Side Yard (West/Alleyway): Approx. 8.75'</i>  <i>Side Yard (East/Private Property): 7.5'</i>  <i>Rear Yard (North/Private Property): 24'</i></p> <p><i>Maximum lot coverage permitted in the Transitional and Townsite Overlay Zoning Districts is 30%. The proposed lot coverage is approximately 30%.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.06.070(A)1 Street Improvements Required</b>	<b>Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.</b>
			<i>Staff Comments</i>	<p><i>Approximately sixty (60)' feet of concrete sidewalk exists along E Croy Street in the vicinity of the proposed building. No sidewalk installations or enhancements are proposed. Additionally, five (5) trees are proposed along the entirety of the interior of the property's southern edge along Croy Street, but none of these trees are proposed for installation as street trees along sidewalks or in the right of way.</i></p> <p><i>Two (2) drywells are proposed for installation in the southern third of the property, following the site's existing topography and drainage patterns.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.06.070(B) Required Water System Improvements</b>	<b>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 (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.</b>
			<i>Staff Comments</i>	<i>The standard will be met.</i>
<b>Design Review Requirements for Non-Residential, Multifamily, and/or Mixed-Use Buildings within the City of Hailey</b>				
<b>1. Site Planning: 17.06.080(A)1, items (a) thru (n)</b>				

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"/>	17.06.080(A)1a	<p><b>a. The location, orientation and surface of buildings shall maximize, to the greatest extent possible sun exposure in exterior spaces to create spaces around buildings that are usable by the residents and allow for safe access to buildings</b></p>
			<i>Staff Comments</i>	<p><i>The proposed single-family residence and attached garage/ADU structure follows a north-south orientation, in line with the orientation of the project lot. The primary residence's front entrance faces south towards Croy Street and includes a large, covered porch. This placement will allow for residents to enjoy outdoor access will be shielded from direct sunlight in the summer, while also benefitting from safe access to their home in the winter months, with a covered porch and a walkway that will receive maximum solar exposure, discouraging ice and snow build-up.</i></p> <p><i>The large right-of-way easement at the north end of the property will provide outdoor space that can be safely utilized by residents, as it is not a roadway and can only be accessed off of the alley, limiting the disturbance and risk of street traffic while maximizing on sun exposure during the summer months. It should noted, though, that this easement is held by the east-adjacent property owners and may be eliminated should these property owners decide to utilize this access.</i></p> <p><i>Both garages also face towards the west, which will discourage winter snow build-up in front of the doors. This will be especially important, given that these garages will be access via an alleyway (the dirt surface of which cannot withstand deep/aggressive plowing depths).</i></p>
<input checked="" type="checkbox"/> ?	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1b	<p><b>b. All existing plant material shall be inventoried and delineated, to scale, and noted whether it is to be preserved, relocated, or removed. Removal of trees larger than 6-inch caliper proposed to be removed require an arborist review. Any tree destroyed or mortally injured after previously being identified to be preserved, or removed without authorization, shall be replaced with a species of tree found in the Tree Guide and shall be a minimum of 4-inch caliper.</b></p>
			<i>Staff Comments</i>	<p><i>The Landscape Plan denotes all existing plant material, including two (2) mature trees at the southern and northern ends of the site, which will remain in place for this project. Much of the site has been historically utilized as an informal parking area, preventing vegetation from establishing itself. Decorative bark is proposed as ground cover for the entire site, with gravel proposed along the alleyway and adjacent to the driveway.</i></p> <p><i>The Applicant may wish to clarify if the bark is to be placed directly on top of any existing turf/vegetation, or if the ground will be scraped of existing plant material prior to placement of decorative bark.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1c	<p><b>c. Site circulation shall be designed so pedestrians have safe access to and through the site and to building.</b></p>
			<i>Staff Comments</i>	<p><i>Site circulation has been designed with the addition of twenty (20) feet of new sidewalk that provides pedestrian access from Croy Street to the primary residence's front entrance, as well as a new concrete driveway area adjacent to the alleyway and in front of both garages. The driveway will be graded at a</i></p>

				<p><i>low angle towards to the alley (less than 5%), ensuring that residents of the ADU also have safe access to their residential building. Access through the site can be achieved either by moving through the primary residence to an exterior access door located mid-way along the length of the property (for primary residence occupants), or along the eastern edge of property, where there is an outdoor area (currently turf and dirt, decorative bark proposed) approximately 7.5' feet wide for the entire length of the parcel.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1d	<p><b>d. Building services including loading areas, trash storage/pickup areas and utility boxes shall be located at the rear of a building; the side of the building adjacent to an internal lot line may be considered as an alternate location. These areas shall be designed in a manner to minimize conflict among uses and shall not interfere with other uses, such as snow storage. These areas shall be screened with landscaping, enclosures, fencing or by the principal building.</b></p>
			<i>Staff Comments</i>	<ul style="list-style-type: none"> <li>- <i>It is the Applicant's intention is to provide roll out trash cans associated with each unit.</i></li> <li>- <i>Two (2) utility boxes are located at the rear of the parcel closest to the alley, but they are not located within the parcel; they are in the right of way. They are screened by both the primary building and two (2) new trees that are proposed to be planted in the foreground of the boxes.</i></li> <li>- <i>The proposed snow storage areas will not interfere with building services.</i></li> <li>- <i>Ground and roof-mounted equipment shall be shown on the building permit plans and are subject to Staff review and approval.</i></li> <li>- <i>Equipment shall be screened from view and shall not interfere with any walkways or sidewalks.</i></li> </ul> <p><i>These measures have been made a condition of approval.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1e	<p><b>e. Where alleys exist, or are planned, they shall be utilized for building services.</b></p>
			<i>Staff Comments</i>	<p><i>The alley along the western edge of the property shall be utilized for building services.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)1f	<p><b>f. Vending machines located on the exterior of a building shall not be visible from any street.</b></p>
			<i>Staff Comments</i>	<p><i>N/A</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1g	<p><b>g. On-site parking areas shall be located at the rear of the building and screened from the street. Parking and access shall not be obstructed by snow accumulation. (NOTE: If project is located in Airport West Subdivision, certain standards may apply that are not listed here. See code for details.)</b></p> <ul style="list-style-type: none"> <li><b>i. Parking areas located within the SCI zoning district may be located at the side or rear of the building.</b></li> <li><b>ii. Parking areas may be considered at the side of buildings within the B, LB, TI and LI zoning districts provided a useable prominent entrance is located on the front of the building and the parking area is buffered from the sidewalk adjacent to the street.</b></li> </ul>
			<i>Staff Comments</i>	<p><i>On-site parking is proposed at the rear of the primary residence, accessed via the alleyway off of the main street servicing the property. Screening from the street is also supported by two (2) garages at the rear of the primary residence. Snow storage is located and contained to an area approximately thirty (30) feet away from the nearest garage, preventing any obstruction for parking and access.</i></p>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1h	<p><b>h. Access to on-site parking shall be from the alley or, if the site is not serviced by an alley, from a single approach to the street to confine vehicular/pedestrian conflict to limited locations, allow more buffering of the parking area, and preserve the street frontage for pedestrian traffic.</b></p> <p><i>Staff Comments</i> On-site parking will be accessed from the alley along the western edge of the property.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1i	<p><b>i. Snow storage areas shall be provided on-site where practical and sited in a manner that is accessible to all types of snow removal vehicles of a size that can accommodate moderate areas of snow.</b></p> <p><i>Staff Comments</i> A snow storage area has been provided on-site in an area that is highly convenient and accessible to snow removal vehicles removing snow from the driveway area.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1j	<p><b>j. Snow storage areas shall not be less than 25% of the improved parking and vehicle and pedestrian circulation areas.</b></p> <p><i>Staff Comments</i> The snow clearance area is 311 square feet in size, requiring 78 square feet of snow storage space. 100 square feet of snow storage area has been provided by the Applicant, meeting this requirement.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1k	<p><b>k. A designated snow storage area shall not have any dimension less than 10 feet.</b></p> <p><i>Staff Comments</i> Snow storage areas comply with this standard.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)1l	<p><b>l. Hauling of snow from downtown areas is permissible where other options are not practical.</b></p> <p><i>Staff Comments</i> N/A</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1m	<p><b>m. Snow storage areas shall not impede parking spaces, vehicular and pedestrian circulation, or line of sight, loading areas, trash storage/pickup areas, service areas or utilities.</b></p> <p><i>Staff Comments</i> Snow storage areas do not appear to impede any of the stated items, although applicant should confirm where trash storage/pickup areas will be located; not shown in site design drawings.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1n	<p><b>n. Snow storage areas shall be landscaped with vegetation that is salt-tolerant and resilient to heavy snow.</b></p> <p><i>Staff Comments</i> The snow storage area will be landscaped with decorative bark, which does not present any possible vegetation resiliency challenges.</p>

**2. Building Design: 17.06.080(A)2, items (a) thru (m)**

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"/>	17.06.080(A)2a	<p><b>a. The proportion, size, shape, and rooflines of new buildings shall be compatible with surrounding buildings.</b></p> <p><i>Staff Comments</i> The overall building footprint of the proposed primary residence and attached garage/ADU will be slightly smaller in scale than both residences of the adjoining private properties (to the north and to the east), and extremely smaller in scale compared to Atkinson's Market, located directly west of the proposed building across the alley. The proposed building will not dominate the scale of the surrounding built environment.</p>

				<p><i>However, the shape and rooflines of the newly proposed building differ substantially from surrounding buildings. The south-facing (street-facing) façade of the proposed building includes a primary roof surface angled towards the street, with a secondary roof surface/roof pitch angled 90 degrees to the east. This unique roof design creates visual interest and variety for the upper half of the structure, but it does not emulate design features of any surrounding buildings within this area of the Townsite Overlay. The building shape is also heavily influenced by the uniquely proposed rooflines, especially for the north elevation of the structure.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2b	<b>b. Standardized corporate building designs are prohibited.</b>
			<i>Staff Comments</i>	<i>N/A, as the project is not a corporate design.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2c	<b>c. At ground level, building design shall emphasize human scale, be pedestrian oriented and encourage human activity and interaction.</b>
			<i>Staff Comments</i>	<p><i>The large covered porch on the front/street-facing elevation of the building emphasizes human scale, is pedestrian oriented, and encourages human activity and interaction. The modest-width walkway, leading from the Croy Street sidewalk to the primary residence’s front entrance, also evokes a human presence and mirrors much of the traditional front yard design that occupies Old Town Hailey and the Townsite Overlay. This traditional design highlights pedestrian entrances through the clear delineation of a front and back yard area.</i></p> <p><i>City Staff would like to note that the north, east, and west elevations of the proposed building do not strongly emphasize human scale, as there are no other proposed walkways, patio areas, or residential-like landscaping proposed. The site dimensions limit design and orientation of the proposed building, and the small scale of the proposed building minimizes any negative impacts that may result. However, Staff would like to suggest that the Applicant capitalize on as many opportunities as possible to present a final design that emphasizes human scale on all elevations.</i></p>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2d	<b>d. The front façade of buildings shall face the street and may include design features such as windows, pedestrian entrances, building offsets, projections, architectural detailing, courtyards and change in materials or similar features to create human scale and break up large building surfaces and volumes.</b>
			<i>Staff Comments</i>	<i>The front façade of the proposed building faces the street and includes a covered porch area, a roofline extension accentuating the front entrance, large picture windows and a glass door, as well as a cross-pitched roofline extending toward the east, which breaks up the large south-pitched roof area defining the covered porch.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2e	<b>e. Any addition onto or renovation of an existing building shall be designed to create a cohesive whole.</b>
			<i>Staff Comments</i>	<i>No future additions or renovations are planned at this time.</i>
			17.06.080(A)2f	<b>f. All exterior walls of a building shall incorporate the use of varying materials, textures, and colors.</b>

<input checked="" type="checkbox"/> ?	<input type="checkbox"/>	<input type="checkbox"/>	<b>Staff Comments</b>	<p><i>Two (2) siding materials are proposed for the structure. A dark, blueish-gray horizontal lap siding will form the majority of the exterior elevations, while a light, tan-colored vertical lap siding will accent certain elevation features on the south, west, and east elevations of the proposed building. These accent siding areas include the exterior of the upper, east-angled trusses, as well as a ground-to-roof section surrounding the interior garage bay, and a small section encapsulating the door and one (1) window on the east elevation of the structure. Lap siding will be painted wood, adding depth of texture to the structure.</i></p> <p><i>City Staff suggest that the Applicant Team include more windows on the north and east elevations of the proposed structure, specifically in the portion of the structure that will serve as the ADU. These facades are not only lacking variety and visual interest amongst their large surfaces, but the future residents of the ADU should be provided a living area that maximizes natural light opportunities and design components that evoke a more residential aesthetic.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2g	<b>g. Exterior buildings colors and materials shall be integrated appropriately into the architecture of the building and be harmonious within the project and with surrounding buildings.</b>
			<b>Staff Comments</b>	<i>The proposed exterior building colors and materials are integrated thoughtfully into the building's design, with large building faces/areas being broken up by alternating siding orientation and siding color. The chosen colors are muted and traditional, creating compatibility with the surrounding buildings and neighborhood. The modern rooflines and building profile, combined with the more traditional color palette, will create an attractive, infill residential building for employees of BCSD, while also ensuring that the Townsite Overlay's neighborhood character is preserved.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2h	<b>h. Flat-roofed buildings over two stories in height shall incorporate roof elements such as parapets, upper decks, balconies, or other design elements.</b>
			<b>Staff Comments</b>	<i>N/A, as no flat-roofed buildings are proposed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2i	<p><b>i. All buildings shall minimize energy consumption by utilizing alternative energy sources and/or passive solar techniques. At least three (3) of the following techniques, or an approved alternative, shall be used to improve energy cost savings and provide a more comfortable and healthy living space:</b></p> <ul style="list-style-type: none"> <li><b>i) Solar Orientation.</b> If there is a longer wall plane, it shall be placed on an east-west axis. A building's wall plane shall be oriented within 30 degrees of true south.</li> <li><b>ii) South facing windows with eave coverage.</b> At least 40% of the building's total glazing surface shall be oriented to the south, with roof overhang or awning coverage at the south.</li> <li><b>iii) Double glazed windows.</b></li> <li><b>iv) Windows with Low Emissivity glazing.</b></li> <li><b>v) Earth berming against exterior walls</b></li> <li><b>vi) Alternative energy.</b> Solar energy for electricity or water heating, wind energy or another approved alternative shall be installed on-site.</li> <li><b>vii) Exterior light shelves.</b> All windows on the southernmost facing side of the building shall have external light shelves installed.</li> </ul>

			<i>Staff Comments</i>	<p>The Applicant has stated that they plan to minimize energy consumption by incorporating/utilizing the following:</p> <ul style="list-style-type: none"> <li>- Double Glazed Windows</li> <li>- Low Emissivity Glazing</li> <li>- LED lighting will be utilized throughout the project</li> </ul> <p>Additionally, the Applicant plans to incorporate additional energy conserving methods into the overall site plan and/or building design:</p> <ul style="list-style-type: none"> <li>- Highly drought tolerant and low water use landscaping is proposed</li> <li>- Energy efficient appliances will be utilized within each unit</li> </ul> <p>The Applicant is supportive of wiring each unit for rooftop solar and EV charging; however, internal discussions with Idaho Power will need to take place with regard the capabilities of the existing transformer. The Applicant will make every effort to provide these additional energy-conserving amenities but cannot commit to supplying this infrastructure at this time.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2j	<p>j. Gabled coverings, appropriate roof pitch, or snow clips and/or gutters and downspouts shall be provided over all walkways and entries to prevent snow from falling directly onto adjacent sidewalks.</p> <p><i>Staff Comments</i> Submitted plans show appropriate roof pitch and design, gutters, and downspouts that will prevent snow and water from falling directly onto entries and ingress/egress walkways, aside from the front yard walkway connecting to the Croy Street sidewalk.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2k	<p>k. Downspouts and drains shall be located within landscape areas or other appropriate locations where freezing will not create pedestrian hazards.</p> <p><i>Staff Comments</i> Same as above.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2l	<p>l. Vehicle canopies associated with gas stations, convenience stores or drive-through facilities shall have a minimum roof pitch of 3/12 and be consistent with the colors, material and architectural design used on the principal building(s).</p> <p><i>Staff Comments</i> N/A</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2m	<p>m. A master plan for signage is required to ensure the design and location of signs is compatible with the building design and compliance with Section 17.08A.020 of this title.</p> <p><i>Staff Comments</i> N/A, as no signage is proposed is proposed at this time.</p>

**3. Accessory Structures, Fences and Equipment/Utilities: 17.06.080(A)3, items (a) thru (i)**

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

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Staff Comments</i>	<i>The studio unit will be located at the rear of the property.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)3c	<b>c. Walls and fences shall be constructed of materials compatible with other materials used on the site.</b>
			<i>Staff Comments</i>	<i>N/A, as newly constructed walls and fencing are not proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)3d	<b>d. Walls and fencing shall not dominate the buildings or the landscape. Planting should be integrated with fencing in order to soften the visual impact.</b>
			<i>Staff Comments</i>	<i>N/A, as newly constructed walls and fencing are not proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)3e	<b>e. All roof projections including, roof-mounted mechanical equipment, such as heating and air conditioning units, but excluding solar panels and Wind Energy Systems that have received a Conditional Use Permit, shall be shielded, and screened from view from the ground level of on-site parking areas, adjacent public streets and adjacent properties.</b>
			<i>Staff Comments</i>	<i>N/A, as no roof projections are proposed at this time.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)3f	<b>f. The hardware associated with alternative energy sources shall be incorporated into the building's design and not detract from the building and its surroundings.</b>
			<i>Staff Comments</i>	<i>N/A</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3g	<b>g. All ground-mounted mechanical equipment, including heating and air conditioning units, and trash receptacle areas shall be adequately screened from surrounding properties and streets by the use of a wall, fence, or landscaping, or shall be enclosed within a building.</b>
			<i>Staff Comments</i>	<i>Existing utility boxes will be screened from view by new tree plantings and the building structure itself, as these boxes are located at the rear of the property and accessed from the alley. It does not appear that any ground or roof-mounted mechanical equipment is proposed; if so, any and all ground and roof mounted mechanical equipment shall be screened from view. This has been made a condition of approval.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3h	<b>i. All service lines into the subject property shall be installed underground.</b>
			<i>Staff Comments</i>	<i>All services lines will be underground.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3i	<b>j. Additional appurtenances shall not be located on existing utility poles.</b>
			<i>Staff Comments</i>	<i>No appurtenances will be permitted on poles.</i>
<b>4. Landscaping: 17.06.080(A)4, items (a) thru (n)</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"/>	17.06.080(A)4a	<b>a. Only drought tolerant plant species and/or xeriscape specific plant materials shall be used, as specified by the Hailey Landscaping Manual or an approved alternative.</b>
			<i>Staff Comments</i>	<i>The landscaping proposed is extremely drought-tolerant, as all ground cover for the site will consist of mulch and/or gravel. The only landscape watering</i>

				<i>needs on the site will be for the eight (8) proposed tree plantings, which will be supported by site topography and surface water flow patterns.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4b	<b>b. All plant species shall be hardy to the Zone 4 environment.</b>
			<i>Staff Comments</i>	<i>It appears that plant materials will be appropriate for the environment.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4c	<b>c. At a minimum, a temporary irrigation system that fully operates for at least two complete growing seasons is required in order to establish drought tolerant plant species and/or xeriscape specific plant materials. Features that minimize water use, such as moisture sensors, are encouraged.</b>
			<i>Staff Comments</i>	<i>Temporary irrigation system notes have not been provided. City Staff suggest that the Applicant explore creative collection and routing methods to reuse roof water run off as supplemental water supply, where possible and appropriate.</i>  <i>The Applicant shall submit final landscape plans that clearly denote an irrigation system that will provide adequate water supply while balancing for water conservation measures. This has been made a Condition of Approval.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4d	<b>d. Landscaped areas shall be planned as an integral part of the site with consideration of the urban environment. A combination of trees, shrubs, vines, ground covers, and ornamental grasses shall be used. Newly landscaped areas shall include trees with a caliper of no less than two-and-one-half (2 ½) inches. A maximum of twenty percent (20%) of any single tree species shall not be exceeded in any landscape plan, which includes street trees. New planting areas shall be designed to accommodate typical trees at maturity. Buildings within the LI and SCI-I Zoning Districts are excluded from this standard.</b>
			<i>Staff Comments</i>	<i>Landscaping Plans have been provided. Only new tree plantings are proposed, and all trees planted will be of 2.5" caliper. The proposed list includes:                  Two (2) Choke Cherry Trees                  Two (2) Tatarian Maple Trees                  Two (2) Japanese Tree Lilacs                  Two (2) Bird Cherry Trees                  The Applicant has met the 20% tree species diversity maximum standard.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4e	<b>e. Seasonal plantings in planter boxes, pots, and/or hanging baskets shall be provided to add color and interest to the outside of buildings in the LI and SCI-I zoning districts.</b>
			<i>Staff Comments</i>	<i>N/A, as the proposed project is located within the Transitional and Townsite Overlay (TN, TO) Zoning Districts.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4f	<b>f. Plantings for pedestrian areas within the B, LB, TN and SCI-O zoning districts shall be designed with attention to the details of color, texture and form. A variety of trees, shrubs, perennials, ground covers and seasonal plantings, with different shapes and distinctive foliage, bark and flowers shall be used in beds, planter boxes, pots, and/or hanging baskets.</b>
			<i>Staff Comments</i>	<i>The Applicant has proposed a variety of tree species and flowering types for the street frontage of the property. The variety of species will create a variable seasonal pattern of blooming and foliage change. No beds, planter boxes, pots, or hanging baskets are proposed.</i>  <i>City Staff suggest that the Applicant provide pre-fabricated raised beds and/or planting containers on the front and side (east) elevations of the property, for future use by residents. Residents, pedestrians traveling along Croy Street, and</i>

				<i>the private property owners to the east will all benefit from aesthetic enhancements delivered by plantings and seasonal flowers.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4g	<b>g. Storm water runoff should be retained on the site wherever possible and used to irrigate plant materials.</b>
			<i>Staff Comments</i>	<i>A site geometry and grading plan has been submitted and storm water will be retained onsite. Runoff is within the landscaped and is directed to drywells, as noted on the site geometry and grading plan.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4h	<b>h. A plan for maintenance of the landscaping areas is required to ensure that the project appears in a well-maintained condition (i.e., all weeds and trash removed, dead plant materials removed and replaced).</b>
			<i>Staff Comments</i>	<i>A plan for maintenance of landscaping has not been provided. It is assumed that landscaping/maintenance will be the responsibility of BCSD and their associates. This has been made a condition of approval</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4i	<b>i. Retaining walls shall be designed to minimize their impact on the site and the appearance of the site.</b>
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are existing or proposed at this time</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4j	<b>j. Retaining walls shall be constructed of materials that are utilized elsewhere on the site, or of natural or decorative materials.</b>
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are existing or proposed at this time</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4k	<b>k. Retaining walls, where visible to the public and/or to residents or employees of the project, shall be no higher than four feet or terraced with a three-foot horizontal separation of walls.</b>
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are existing or proposed at this time</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4l	<b>l. Landscaping should be provided within or in front of extensive retaining walls.</b>
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are existing or proposed at this time</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4m	<b>m. Retaining walls over 24" high may require railings or planting buffers for safety.</b>
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are existing or proposed at this time</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4n	<b>n. Low retaining walls may be used for seating if capped with a surface of at least 12 to 16 inches wide.</b>
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are existing or proposed at this time</i>

**General Requirements for Accessory Dwelling Units**

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

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.04D.030</b>	<p><b>General Provisions.</b></p> <p><b>A. Accessory Dwelling Units may be located within, or attached to, a principal building or may be located within a detached accessory building. Detached Accessory Dwelling Units may comprise the entirety of the accessory building or may comprise part of the floor area of an accessory building with another permitted accessory use or uses comprising of the remaining floor area.</b></p>
			<i>Staff Comments</i>	<i>The proposed ADU is attached to the primary residence and is located above one (1) of two (2) garages. The ADU is approximately 573 square feet in size. The entrance to the ADU is located on the south side of the northern-most garage. Both garages are accessed directly from the alleyway leading from Croy Street.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<b>B. Only one (1) Accessory Dwelling Unit is permitted on a lot.</b>
			<i>Staff Comments</i>	<i>Only one (1) ADU is proposed onsite.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<b>C. Accessory Dwelling Units are only permitted in conjunction with single-family residences in residential zones. In the Townsite Overlay, Transition and SCI zones, Accessory Dwelling Units are permitted in conjunction with commercial buildings. In Business, Limited Business and Neighborhood Business, one or more residential unit(s) are considered.</b>
			<i>Staff Comments</i>	<i>The proposed ADU is in conjunction with a new single-family residence, and both are located within the Transitional Zoning District.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<b>D. Accessory Dwelling Units in the Special Flood Hazard Area (SFHA) shall have the top of the lowest floor elevated no lower than the flood protection elevation as defined in Section 17.04J.020, "Definitions", of the Hailey Municipal Code. For new construction or substantial improvements in the SFHA, all applicable requirements of Article 17.04J. Flood Hazard Overlay District (FH) shall apply.</b>
			<i>Staff Comments</i>	<i>N/A, as the proposed ADU is not located within the Special Flood Hazard Area.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.08D.040: Registration of Accessory Dwelling Units Required</b>	<b>A. All Accessory Dwelling Units created after February 10, 2021, shall be issued an Accessory Dwelling Unit Compliance Certificate.</b>
			<i>Staff Comments</i>	<i>Upon completion of construction for the proposed ADU, a Compliance Certificate will be issued.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.08D.050: Occupancy Restrictions - Short Term Occupancy</b>	<b>A. Where a lot contains both a primary dwelling unit and an Accessory Dwelling Unit, only one dwelling unit shall be utilized for Short-Term Occupancy;</b>
			<i>Staff Comments</i>	<i>At this time, Blaine County School District (BCSD) intends to use both the primary residence and the ADU as long-term rentals for BCSD employees. However, given the fluctuating housing market and rental availabilities, BCSD occupants of the ADU may be short-term as other housing opportunities become available. BCSD will ensure that only one dwelling unit at the site shall be utilized for Short-Term Occupancy.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<p><b>B. When one dwelling unit is utilized for Short-Term Occupancy, the other unit shall be owner-occupied or utilized as a long-term rental, with long-term occupancy being a period of thirty-one (31) days or more.</b></p> <p><i>Staff Comments</i> Both units will be owned by Blaine County School District and will be occupied by employees of BCSD. The type and term of these occupancies by BCSD employees will be determined by local housing availability and market circumstances.</p>												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.08D.060: Subordinate Scale and Size	<p><b>A. Scale: The floor area of an Accessory Dwelling Unit (ADU) is limited to no more than 66% of the gross square footage of the principal building, or the maximum floor area permitted for an ADU based on the lot size or zone, whichever is less.</b></p> <p><i>Staff Comments</i> The gross square footage of the principal building is 1195.1 square feet, setting a 788.77 square foot limit (66%) for floor area for the proposed ADU. The ADU has been designed at 573 square feet in size. This standard has been met.</p>												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<p><b>B. Maximum Floor Area:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Lot Size (square feet)</th> <th style="text-align: center;">Minimum Gross Floor Area (square feet)<sup>1</sup></th> <th style="text-align: center;">Maximum Gross Floor Area (square feet)<sup>1</sup></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Up to 7,000</td> <td style="text-align: center;">300</td> <td style="text-align: center;">900</td> </tr> <tr> <td style="text-align: center;">7,001 – 8,000</td> <td style="text-align: center;">300</td> <td style="text-align: center;">950</td> </tr> <tr> <td style="text-align: center;">Lots 8,001 and greater</td> <td style="text-align: center;">300</td> <td style="text-align: center;">1,000</td> </tr> </tbody> </table> <p>Gross square footage calculations for Accessory Dwelling Units does not include exterior, uncovered staircases. Interior staircases and circulation corridors are included.</p> <p><i>Staff Comments</i> Please refer to Section 17.08D.060A, noted above, for further details.</p>	Lot Size (square feet)	Minimum Gross Floor Area (square feet) <sup>1</sup>	Maximum Gross Floor Area (square feet) <sup>1</sup>	Up to 7,000	300	900	7,001 – 8,000	300	950	Lots 8,001 and greater	300	1,000
Lot Size (square feet)	Minimum Gross Floor Area (square feet) <sup>1</sup>	Maximum Gross Floor Area (square feet) <sup>1</sup>														
Up to 7,000	300	900														
7,001 – 8,000	300	950														
Lots 8,001 and greater	300	1,000														
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<p><b>C. Number of bedrooms: Accessory Dwelling Units may have a maximum of two (2) bedrooms.</b></p> <p><i>Staff Comments</i> The proposed ADU has one (1) bedroom.</p>												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.08D.070: Livability	<p><b>A. Outdoor Access: All Accessory Dwelling Units shall have a designated area to access the outdoors. Examples include a balcony, porch, deck, paver patio, or yard area delineate by fencing, landscaping, or similar treatment so as to provide for private enjoyment of the outdoors. This area shall be no less than 50 square feet in size. The Outdoor Access area shall be approved through the Design Review process.</b></p> <p><i>Staff Comments</i> The Applicant has stated that the outdoor space for the ADU will be located along the east side of the building, accessible from the ADU's garage on the northern frontage. Staff had originally assumed that the easement right-of-way, which consists of 900 square feet of turf and mature vegetation, would serve as the outdoor access, but further discussions revealed that this area may only serve as "bonus" outdoor access, until the adjacent property owner may wish to utilize/develop the right-of-way easement. Submitted plans show an outdoor access point leading from the ADU garage on the north elevation, but no area delineation (fencing, landscaping, pavers, etc.) for ADU outdoor access on the east elevation is shown on site plans.</p> <p>City Staff request that the Applicant submit amended site plans that clearly designate the required outdoor access area, as stated by Hailey Municipal Code, prior to issuance of a Building Permit. This has been made a Condition of Approval.</p>												

<b>Chapter 17.09: Parking and Loading</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.09 020.05.B</b>	<b>Parking areas and driveways for single-family, accessory dwelling unit, and duplex residences may be improved with compacted gravel or other dustless material.</b>
			<i>Staff Comments</i>	<i>One (1) parking space is proposed for the tenants of the ADU, within the garage located below the dwelling area.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.09.020.05.D</b>	<b>Mitigation for Accessory Dwelling Unit parking spaces: Parking stalls for Accessory Dwelling Units shall be reviewed to assess light trespass into residential indoor living areas on adjacent properties. Mitigation measures may include fencing, landscaping, screening, landscape walls, and similar treatments.</b>
			<i>Staff Comments</i>	<i>The parking area for the proposed ADU is located within a garage area. No windows exist on the east side of the garage, located closest to the adjacent private property owner to the east. The north elevation of the garage will have one (1) exterior light, which will be downcast and further shielded by an existing tree that will remain on site. No residential areas exist to the west of the site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.09.040.01</b>	<b>Accessory Dwelling Units and all dwelling units less than 1,000 square feet require one (1) parking space per unit. A site developed with both a primary dwelling less than 1,000 square feet in size and an Accessory Dwelling Unit shall provide a minimum of 2 spaces. Parking for Accessory Dwelling Units must be provided on site. Existing parking in excess of the required parking for a single-family unit shall count towards the total required parking.</b>
			<i>Staff Comments</i>	<i>One (1) parking space is provided for the ADU. This standard has been met.</i>

**17.06.060 Criteria.**

- A. The Commission or Hearing Examiner shall determine the following before approval is given:**
  - 1. The project does not jeopardize the health, safety or welfare of the public.**
  - 2. The project conforms to the applicable specifications outlined in the Design Review Guidelines, as set forth herein, applicable requirements of the Zoning Title, and City Standards.**
- B. Conditions. The Commission or Hearing Examiner may impose any condition deemed necessary. The Commission or Hearing Examiner may also condition approval of a project with subsequent review and/or approval by the Administrator or Planning Staff. Conditions which may be attached include, but are not limited to those which will:**
  - 1. Ensure compliance with applicable standards and guidelines.**
  - 2. Require conformity to approved plans and specifications.**
  - 3. Require security for compliance with the terms of the approval.**
  - 4. Minimize adverse impact on other development.**

5. **Control the sequence, timing and duration of development.**
  6. **Assure that development and landscaping are maintained properly.**
  7. **Require more restrictive standards than those generally found in the Zoning Title.**
- C. **Security. The applicant may, in lieu of actual construction of any required or approved improvement, provide to the City such security as may be acceptable to the City, in a form and in an amount equal to the cost of the engineering or design, materials and installation of the improvements not previously installed by the applicant, plus fifty percent (50%), which security shall fully secure and guarantee completion of the required improvements within a period of one (1) year from the date the security is provided.**
1. **If any extension of the one-year period is granted by the City, each additional year, or portion of each additional year, shall require an additional twenty percent (20%) to be added to the amount of the original security initially provided.**
  2. **In the event the improvements are not completely installed within one (1) year, or upon the expiration of any approved extension, the City may, but is not obligated, to apply the security to the completion of the improvements and complete construction of the improvements.**

The following Conditions of Approval are suggested to be placed on approval of this Application:

- a) All conditions of the Planned Unit Development approval shall be met.
- b) All applicable Fire Department and Building Department requirements shall be met.
- c) 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.
- d) All City infrastructure requirements shall be met. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. Infrastructure to be completed at the Applicant's sole expense include, but will not be limited to, the following requirements and improvements:
  - i. The Applicant's engineer shall describe which sewer lines present on the site are currently in use or will need to be used. Any unused lines shall be abandoned at the sewer main and capped off.
- e) Maintenance and snow removal of sidewalks, interior to the site and along site perimeter, shall be maintained by the Applicant.
- f) All ground and roof-mounted equipment shall be shown on the building permit plans and are subject to Staff review and approval. Equipment shall be screened from view and shall not interfere with any walkways or sidewalks.
- g) All utility boxes will be located at the rear of the buildings and/or screened from view of the public street.
- h) The Applicant shall submit final landscape plans that clearly denote an irrigation system that will provide adequate water supply while balancing for water conservation measures.

- i) All landscaping/maintenance will be the responsibility of BCSD and their associates.
- j) The Applicant shall submit amended site plans that clearly designate the required outdoor access area, as stated by Hailey Municipal Code, prior to issuance of a Building Permit.
- k) All new and existing exterior lighting shall comply with the Outdoor Lighting Ordinance.
- l) 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.
- m) 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.
- n) The Design Review approval shall be valid for eighteen (18) months. This extension shall be effective from the day of approval.
- o) The Design Review Application approval is subject to Planned Unit Development approval by the Hailey City Council, or shall be modified accordingly based on that approval.

**Motion Language**

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

**Denial:** Design Review Application submitted by Blaine County School District (BCSD) c/o ARCH Community Housing Trust, Inc (ARCH), for the construction of one (1) two-story residence consisting of one (1) two-bedroom residential unit and one (1) attached garage with one (1) one-bedroom Accessory Dwelling Unit located directly above, for a total of two (2) residential units on approximately 0.10 acres, finding that \_\_\_\_\_ [the Commission should cite which standards are not met and provide the reason why each identified standard is not met].

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

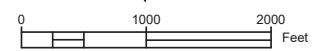


**NOTES:**

PROPERTY BOUNDARIES SHOWN HEREON ARE APPROXIMATE PER BLAINE COUNTY GIS.

**LEGEND:**

- PROPERTY BOUNDARY PER BLAINE COUNTY GIS
- ADJOINING PROPERTY BOUNDARY PER BLAINE COUNTY GIS
- ROADS PER BLAINE COUNTY GIS



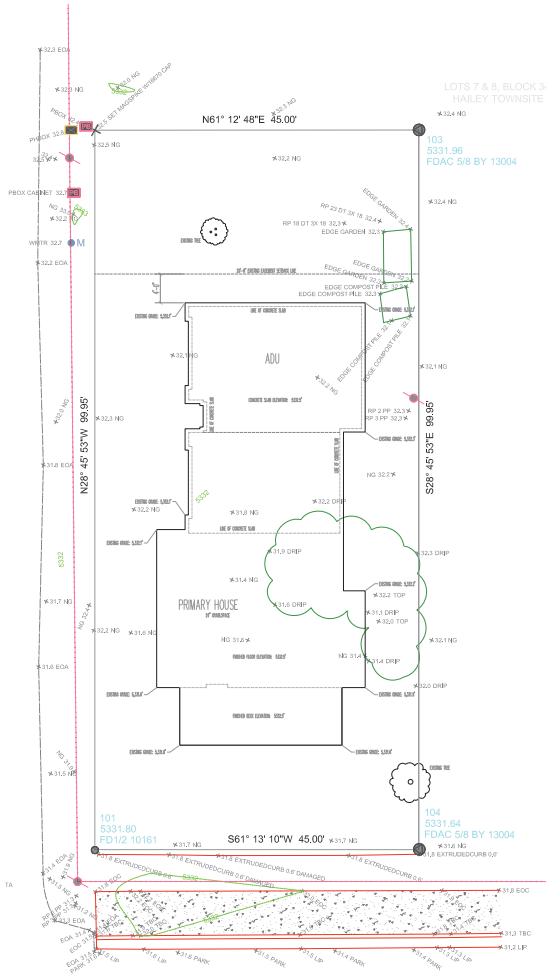
OPAL ENGINEERING, PLLC  
 P.O. BOX 2530 · HAILEY, ID 83433  
 WWW.OPAL-ENGINEERING.COM

# VICINITY MAP EXHIBIT

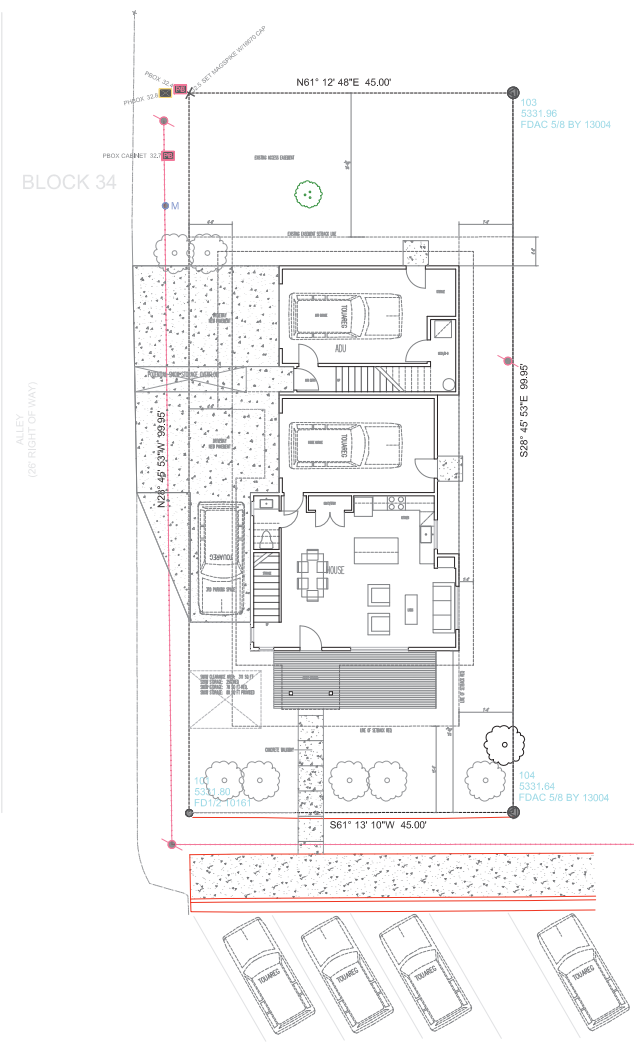
111 CROY (BLAINE COUNTY SCHOOL DISTRICT HOUSING)  
 PREPARED FOR ARCH COMMUNITY HOUSING, INC.

**22033**  
 PROJECT NUMBER

**EX**



**SITE PLAN**  
EXISTING GRADE PLAN  
GRADING PLAN



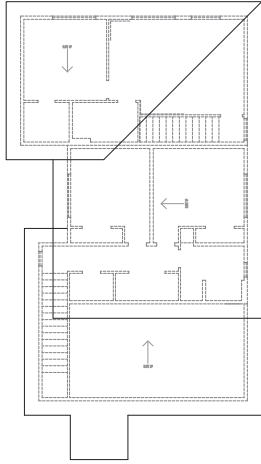
**SITE PLAN**  
LOT COVERAGE ALLOWABLE: 30% = 1,350 SQ FT  
LOT COVERAGE PROPOSED: 30% = 1,350 SQ FT



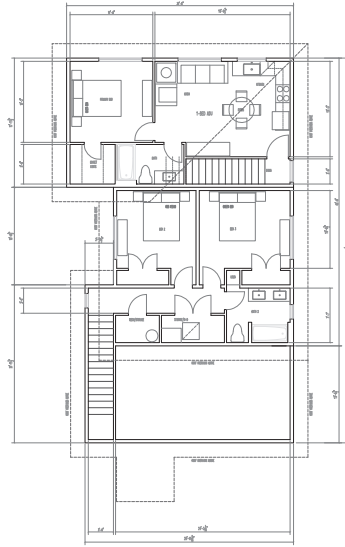
**ARCH - CROY STREET**  
AN AFFORDABLE HOUSING PROJECT  
111 E CROY STREET, HAILEY, IDAHO

NO.	DESCRIPTION	DATE
7	PUD SUB 5	05.08.23
6	PUD SUB 4	05.02.23
5	PUD SUB 3	02.22.23
4	PUD SUB 2	02.21.23
3	PUD SUB 1	01.25.23
2	PRE-PLANS PUD	01.18.23
1	PRE-SITE PLAN	01.09.23

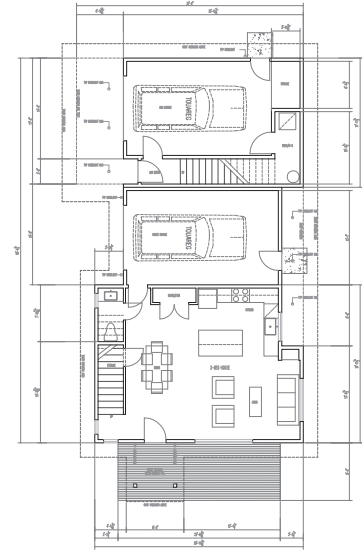
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ROOF PLAN  
JOB



LEVEL TWO PLAN  
JOB  
HOUSE LIVING AREA LEVEL TWO: 847.3 SQ FT  
ADU LIVING AREA LEVEL TWO: 506.5 SQ FT



LEVEL ONE PLAN  
JOB  
EXTERIOR LIGHTING PLAN

HOUSE LIVING AREA LEVEL ONE: 610.4 SQ FT  
HOUSE GARAGE AREA LEVEL ONE: 297.9 SQ FT  
ADU LIVING AREA LEVEL ONE: 463.5 SQ FT  
ADU GARAGE AREA LEVEL ONE: 365.7 SQ FT  
  
HOUSE NET LIVING AREA: 1195.1 SQ FT  
ADU NET LIVING AREA: 573.0 SQ FT  
  
ALL LIGHTING DOWNLIGHT CANS OR FIXTURES WITH NO VISIBLE LIGHT SOURCE



**ARCH - CROY STREET**  
AN AFFORDABLE HOUSING PROJECT  
111 E CROY STREET, HAILEY IDAHO

7	PUD SUB 5	05.08.23
6	PUD SUB 4	05.02.23
5	PUD SUB 3	02.22.23
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1	PRE-SITE PLAN	01.09.23

NO.	DESCRIPTION	DATE
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U	U	U
E	E	E
S	S	S

DRAWN BY: MHK  
SCALE: 1/8"=1'-0"

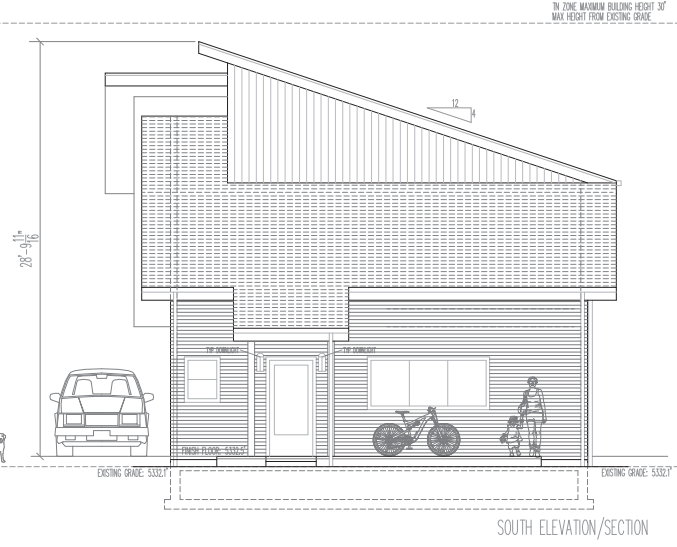
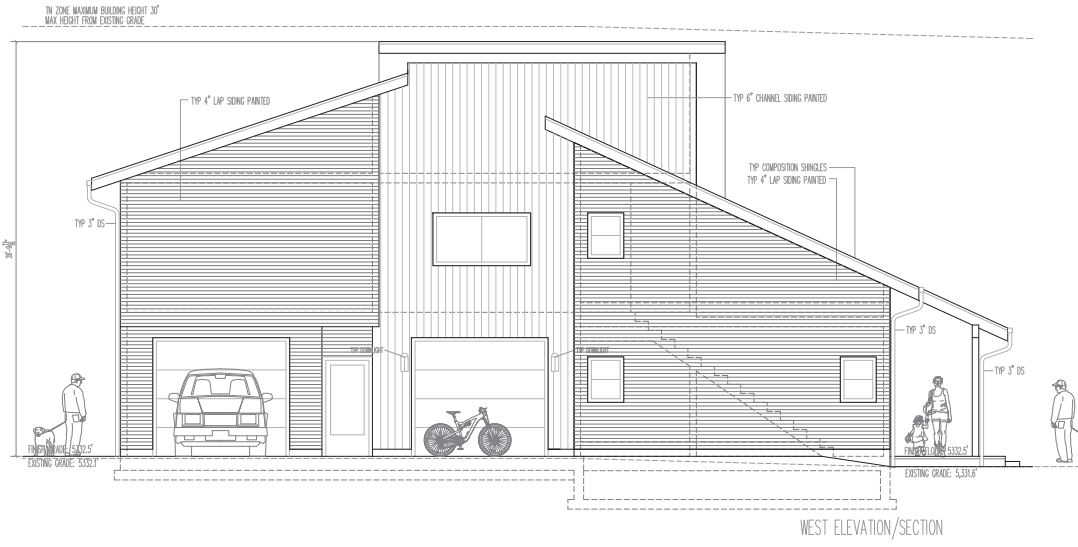
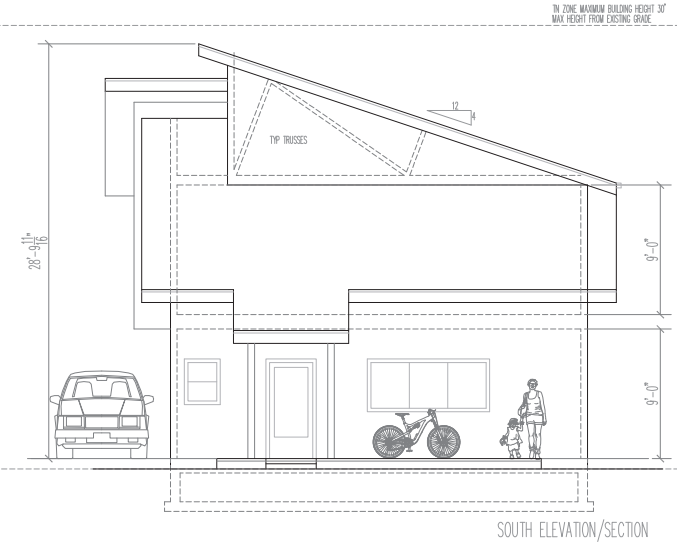
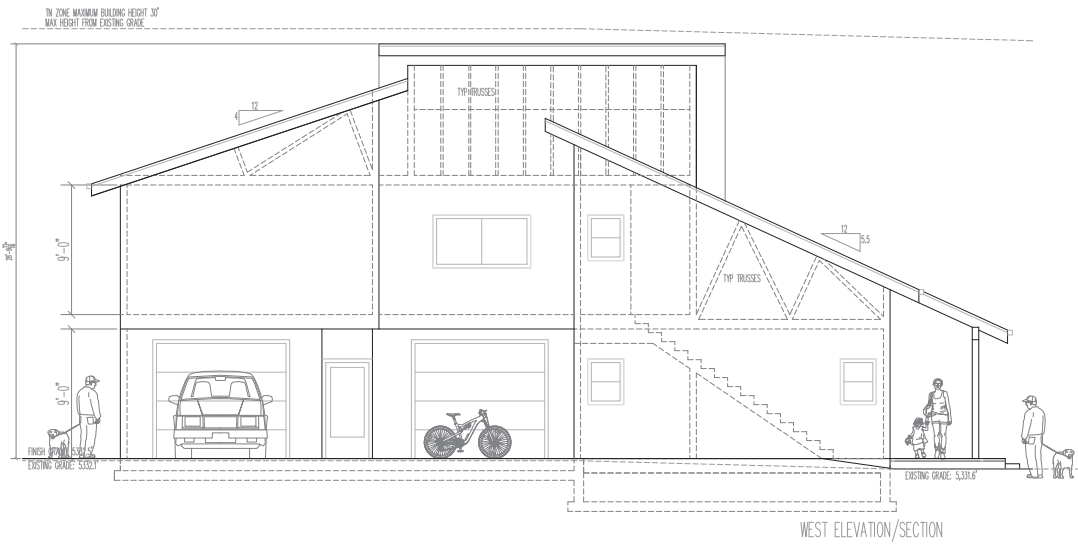


**ARCH - CROY STREET**  
 AN AFFORDABLE HOUSING PROJECT  
 111 E CROY ST, HAILEY IDAHO

NO.	DESCRIPTION	DATE
7	PUD SUB 5	05.08.23
6	PUD SUB 4	05.02.23
5	PUD SUB 3	02.22.23
4	PUD SUB 2	02.21.23
3	PUD SUB 1	01.25.23
2	PRE-PLANS PUD	01.18.23
1	PRE-SITE PLAN	01.09.23

DRAWN BY: MHK  
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**A.3**



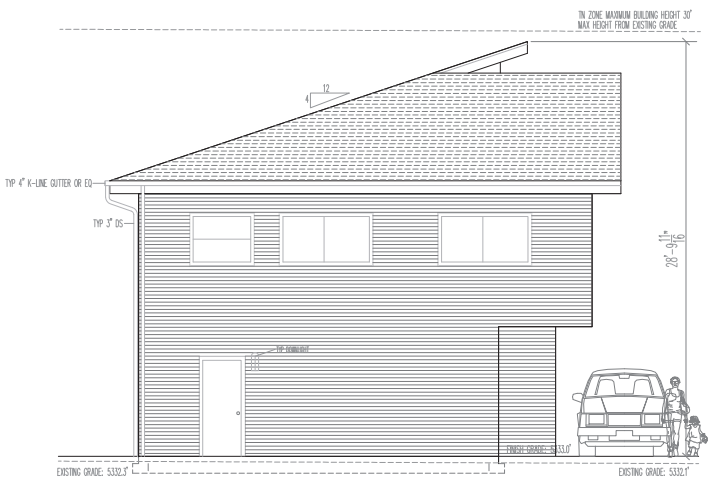


**ARCH - CROY STREET**  
 AN AFFORDABLE HOUSING PROJECT  
 111 E CROY ST, HAILEY IDAHO

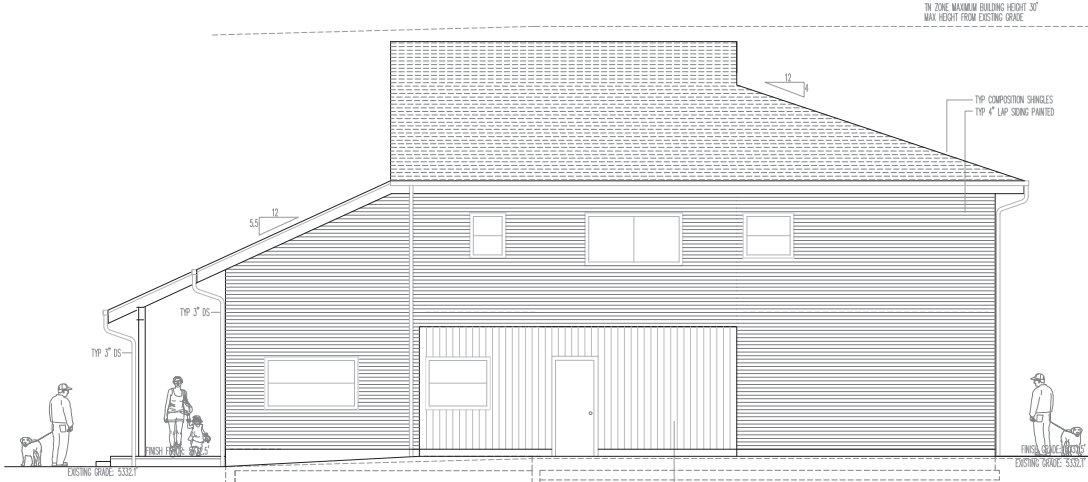
NO.	DESCRIPTION	DATE
7	PUD SUB 5	05.08.23
6	PUD SUB 4	05.02.23
5	PUD SUB 3	02.22.23
4	PUD SUB 2	02.21.23
3	PUD SUB 1	01.25.23
2	PRE-PLANS PUD	01.18.23
1	PRE-SITE PLAN	01.09.23

DRAWN BY: MHK  
 SCALE: 1/4"=1'-0"

**A.4**



NORTH ELEVATION



EAST ELEVATION



PROPOSED GRAVEL



PROPOSED DECORATIVE BARK

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



CHOKE CHERRY  
(to be located on site, not in ROW)



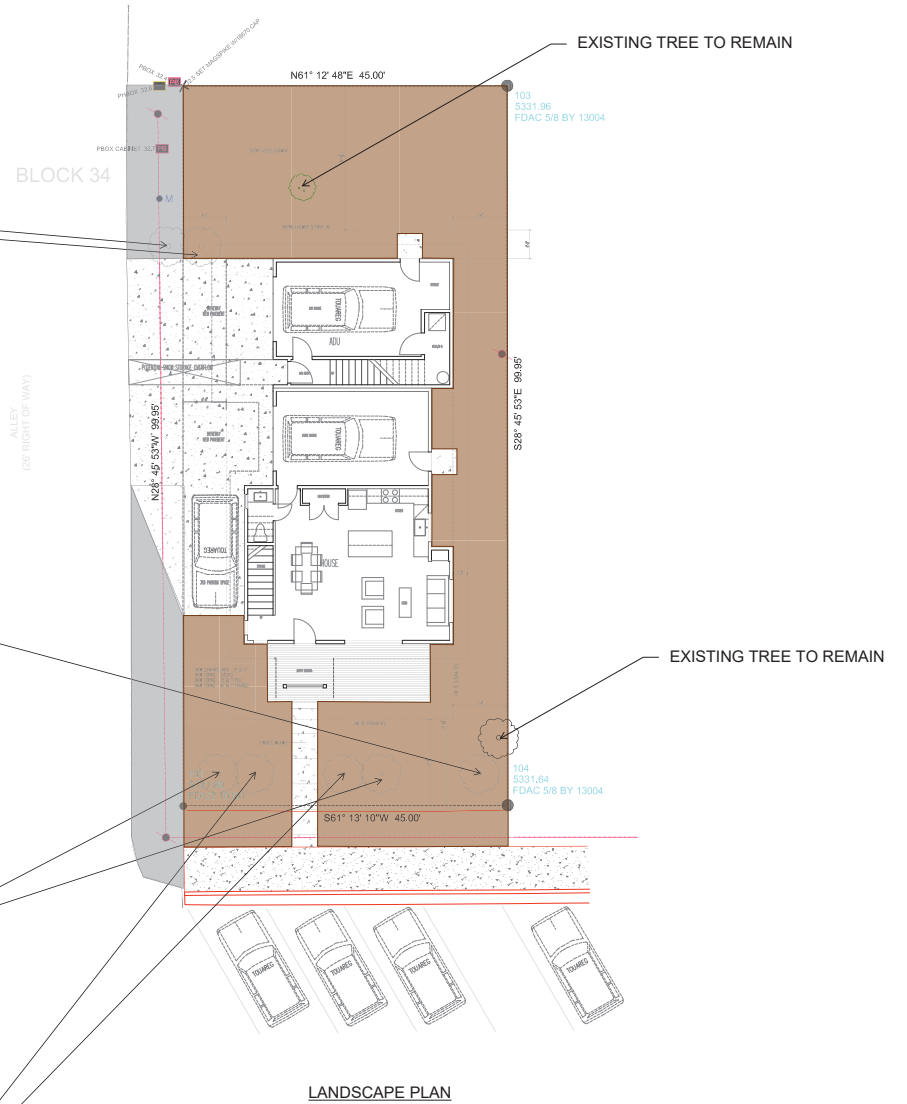
TATARIAN MAPLE



JAPANESE TREE LILAC



BIRD CHERRY TREE



BLOCK 34

ALLEY  
(26' RIGHT OF WAY)

PBOX CABINET 32.7

PBOX 32.8

PBOX 32.4

22.5 SET MAGSPIKE W/1670 CA

N61° 12' 48"E 45.00'

103  
5331.96  
FDAC 5/8 BY 13004

PROPOSED CONTRACTOR PARKING AND STAGING

N28° 45' 53"W 99.95'

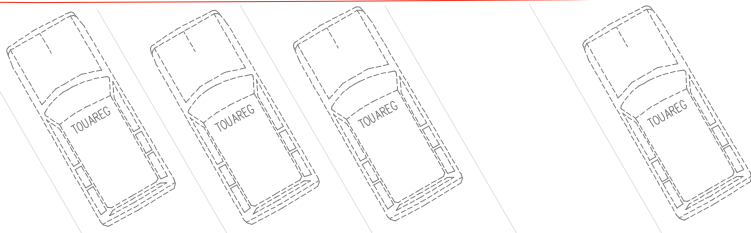
S28° 45' 53"E 99.95'

SNOW CLEARANCE AREA: 311 SQ FT  
SNOW STORAGE: 235.00 CU YD  
SNOW STORAGE: 18.92 FT PER  
SNOW STORAGE: 10.52 FT PER

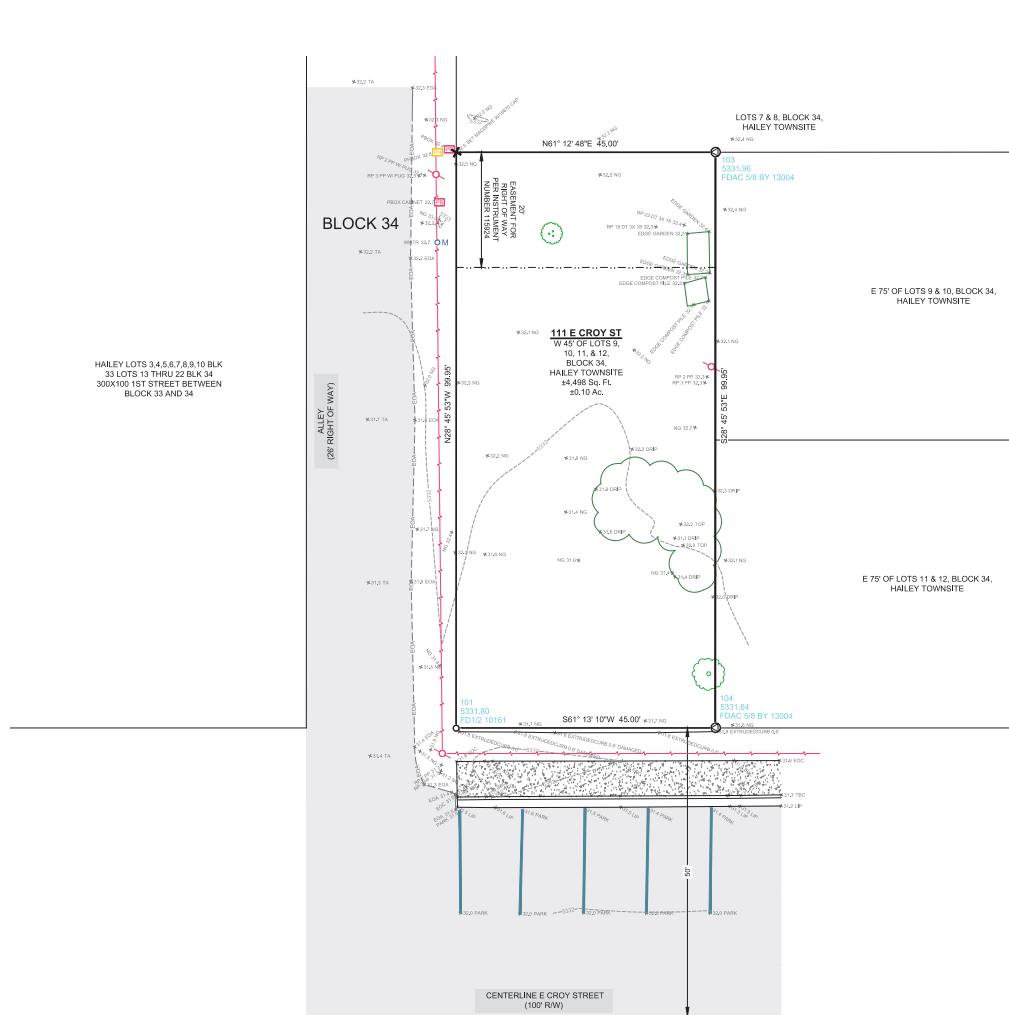
103  
5331.80  
FD1/2-10161

104  
5331.64  
FDAC 5/8 BY 13004

S61° 13' 10"W 45.00'



**CONTRACTOR PARKING AND STAGING PLAN**



LEGEND	
	Property Line
	Adjoiner's Lot Line
	Centerline
	Easement, type & width as shown
	Set Magnetic Spike with Cap
	FD12 = Found 1/2" Rebar
	FD58 = Found 5/8" Rebar
	FDAC = Found Aluminum Cap on 5/8" Rebar
	1' Contour Interval
	DL = Dripline of Vegetation
	Overhead Power Line
	Asphalt
	Curb & Gutter
	Concrete Sidewalk
	Road Paint
	DT = Deciduous Tree
	PHBOX = Telephone Risers
	EBOX = Power Box
	PP = Power Pole
	EDA = Edge of Asphalt
	ECC = Edge of Concrete
	IC = Ingleth Cap
	LIP = Lip of Gutter
	NC = No Cap
	NG = Natural Grade
	TA = Top of Asphalt
	TBC = Top Back of Curb
	TOP = Top of Slope

- NOTES**
- The purpose of this map is to show topographical information as it existed on the date the field survey was performed. Changes may have occurred to site conditions since survey date (09/14/2022).
  - Boundary information is based on Found Monumentation and the Record of Survey for W 45' of Lots 9-12, Block 34, Map of Hailey, records of Blaine County, Idaho. A Record of Survey will be required to be filed, since a missing property corner was reset. A Magnetic Spike with Cap was used due to the power box and possible shallow buried line.
  - Underground utility locations are based on above ground appurtenances and utilities visible at the time of the survey. Utilities should be located prior to any excavation.
  - A Lot Book Guarantee for the West 45' of Lots 9, 10, 11, and 12 in Block 34 of the City of Hailey, Blaine County, Idaho, has been issued by Stewart Title Guaranty Company, File Number 22462985, with a Date of Guarantee of September 19, 2022. 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.
  - Benchmark is top of the Aluminum Cap on 5/8" by LS 13004 marking the northeast corner of the lot, elevation = 5331.96. Point elevations shown are truncated (i.e. 31.4 is 5331.43). Vertical Datum is NAVD 1988.

**A TOPOGRAPHIC MAP SHOWING**  
**111 E CROY ST, BLK 34**

LOCATED WITHIN SECTION 8, T24N, R.18E, B.M. CITY OF HAILEY, BLAINE COUNTY, IDAHO  
 PREPARED FOR: ENGINEERING



DESIGNED BY:                       
 DRAWN BY:                       
 CHECKED BY:                     

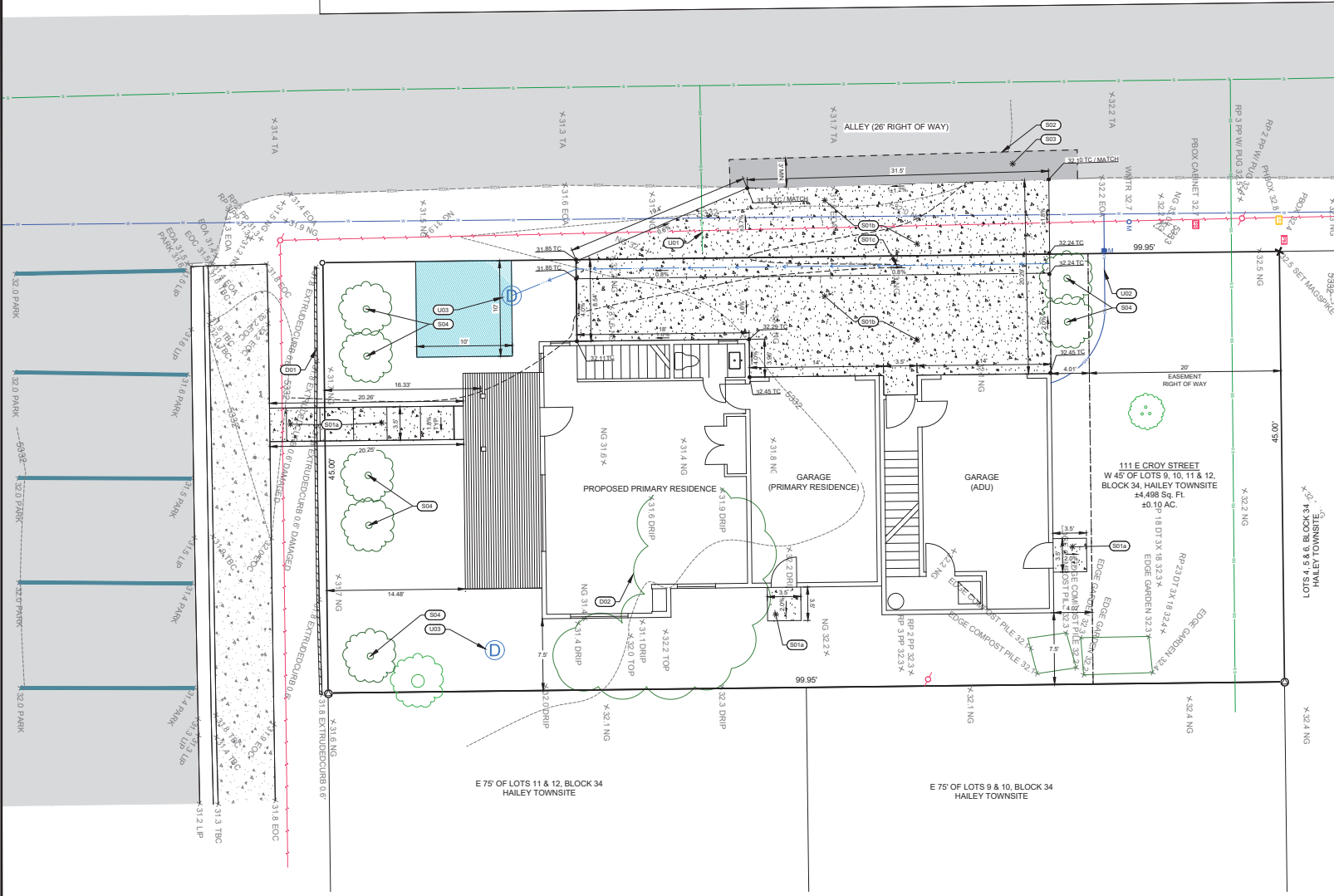
**GALENA**  
**ENGINEERING, INC.**  
 Civil Engineers & Land Surveyors  
 317 N. River Street  
 Blaine, Idaho 83406  
 (208) 784-1700  
 email: galena@galenaengineering.com

NO.	DATE	BY	REVISIONS

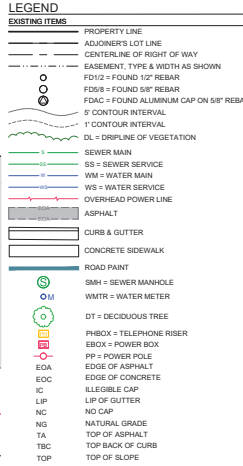
PURPOSE:                       
 TOPO



HAILEY LOTS 3, 4, 5, 6, 7, 8, 9, 10  
BLOCK 33 LOTS 13 THRU 22 BLOCK 34  
300X100 1ST STREET BETWEEN  
BLOCK 33 AND 34



**NOTES**  
1. SEE SHEET C0.1 FOR GENERAL NOTES AND DETAILS  
2. SEE SURVEY BY BENCHMARK ASSOCIATES, P.A. FOR SURVEY NOTES.



PURPOSE: ISSUE FOR DESIGN REVIEW (04/16/2023)

REVISION NO.	DATE	DESCRIPTION



**PRELIMINARY NOT FOR CONSTRUCTION**

**SITE LAYOUT, GEOMETRY AND GRADING PLAN**  
111 CROY (BLAINE COUNTY SCHOOL DISTRICT HOUSING)



22033  
PROJECT NUMBER  
**C1.0**

RELEASE OF DRAWINGS: These drawings are not to be used for any project or construction without the prior approval of Opal Engineering, P.C.

# Specifications

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## Dimensions

Product Depth (in.)

7.1 in

Product Height (in.)

8.2 in

Product Width (in.)

6.2 in

## Details

Compatible Bulb Type

CFL,Incandescent,LED

Exterior Lighting Product Type

Outdoor Lanterns

Fixture Color/Finish

Black

Fixture Material

Metal

Glass/Lens Type

Seedy

Included

Hardware Included

Light Bulb Base Code

E26

Light Bulb Type Included

No Bulbs Included

Maximum Bulb Wattage

60 W

Maximum Wattage (watts)

0

Number of Lights

1 Light

Outdoor Lighting Features

Dimmable,Weather Resistant

Power Type

Hardwired

Product Size

Small

Product Weight (lb.)

1.68 lb

Recommended Light Bulb Shape Code

A19

Returnable

90-Day

Sconce Type

Wall Lantern

Style

Mediterranean,Rustic

Voltage Type

Line Voltage



**Return to Agenda**



**STAFF REPORT**  
**Hailey Planning and Zoning Commission**  
**Regular Meeting of June 5, 2023**

**To:** Hailey Planning & Zoning Commission

**From:** Cece Osborn, Community Development City Planner

**Overview:** Consideration of a City-Initiated Text Amendment to amend the Hailey Municipal Code, Title 17: Zoning Regulations, Sections 17.02.020 Meaning of Terms or Words and 17.05.040 District Use Matrix, as well as Chapter 17.04.010 Articles A, H, I, and L to allow for employee housing by way of Accessory Dwelling Units, Tiny Homes on Wheels, and Tiny Houses in the Recreational Green Belt (RGB), Light Industrial (LI), and Technological Industry (TI) Zoning Districts and to refine existing ADU provisions in the Service, Commercial, and Industrial (SCI) Zoning District.

**Hearing:** June 5, 2023

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**Applicant:** City Staff

**Location:** Recreational Green Belt (RGB); Light Industrial (LI); Technological Industry (TI); Service, Commercial, and Industrial (SCI) Zoning Districts

**Notice:** Notice for the public hearing was published in the Idaho Mountain Express and mailed to public agencies on May 12, 2023.

**Background:** The City has received repeated inquiries from businesses interested in building residential units for their employees within the industrial zoning districts. The Blaine County Recreation District has also expressed interest in building small housing units on Recreational Green Belt (RGB) zoned parcels; and the City of Hailey would like the opportunity to provide residential units within the aforementioned zoning districts that do not currently allow for them. While the City values and seeks to foster the industrial and green, open space areas that contribute to the economic vitality and character of Hailey, Staff also recognize the substantial need for and importance of workforce housing. A lack of workforce housing also impacts the economic vitality and character of Hailey.

The Community Development Staff support residential opportunities within the industrial and RGB zoning districts, with similar parameters— as found in the Service, Commercial, and Industrial (SCI) Zoning District. Specifically, Staff proposes to modify, then duplicate the section of code (Section 17.04L.030.D) that provides for ADUs in the SCI Zoning District, as highlighted and indicated by the removal of the stricken language and the addition of the underlined language:

A. Accessory uses within the SCI-I subdistrict are described in the district use matrix, section [17.05.040](#) of this title. They include but are not limited to:

- ~~A.~~ 1. Shipping containers utilized for storage. These containers must be shielded from view by fencing or landscaping and shall require a building permit.
- ~~B.~~ 2. Sales incidental to nonretail principal use.
- ~~C.~~ 3. Offices accessory to a nonoffice principal use.
- ~~D.~~ 4. Accessory dwelling units (ADU), provided the following criteria are met:

- a. ~~The Supplemental standards for accessory dwelling units (ADUs) and tiny homes on wheels (THOWs) are contained in Chapter 17.08, Article D. Accessory Dwelling Units and Tiny Homes on Wheels.~~
- ~~1. b. There shall not be more than one ADU per unit within a principal building, use or per acre on a lot.~~
- ~~2. c. ADU entrances shall connect to sidewalks and/or designated pedestrian circulation areas that lead to and from the primary sidewalk system and away from work zone alleys.~~
- ~~3. d. Each ADU shall have designated ground floor storage space for the occupant's use. The storage shall be secure, covered and screened.~~
- ~~4. e. An ADU shall be occupied by an owner or employee of a business which occupies the principal building.~~
- ~~5. f. An ADU shall not be sold as a condominium or a separate legal parcel from the principal building. (Ord. 1275, 2021; Ord. 1191, 2015; Ord. \_\_\_)~~

City Staff is pursuing the provision of housing through the ADU mechanism due to the Code's parameters and supplementary standards for ADUs, with particular attention to floor area. As explained in Section 17.08D.060 Subordinate Scale and Size, the floor area of all ADUs must be under 1,000 square feet. In the RGB Zoning District, Staff proposes to further restrict the size of dwelling units to comply with the definition and standards for tiny houses, as outlined by the International Residential Code, Appendix Q and proposed as an amendment to Section 17.04A.040 of this title:

TINY HOUSE: A dwelling that is 400 square feet (37 m<sup>2</sup>) or less in floor area excluding lofts, or as otherwise defined by the International Residential Code, Appendix Q.

As detailed in the draft Ordinance, the proposed provision for tiny houses in the RGB Zoning District also proposes that:

- Tiny houses and THOW shall not disrupt nor detract from the primary use of the lot, and therefore either be located:
  - o along the parcel's property line or nearby adjacent residential and commercial uses; or,
  - o in conjunction with other permitted accessory uses; including but not limited to storage and greenhouses;
- Tiny houses and THOW shall be occupied by an owner or employee of a business that owns or manages the lot;
- Tiny houses and THOW shall not be sold as a condominium nor a separate legal parcel from the lot of the principal use; and
- That only one (1) tiny house or THOW be permitted per primary use of the lot (i.e., park, recreational outdoor facility, peri-urban agriculture, etc.)

Other Considerations: Staff is curious as to whether the Commission would be amenable to allowing more than one (1) tiny house or THOW per lot in the RGB Zoning District. For example, one (1) tiny house or THOW may be allowed per acre of an RGB lot with a maximum of three (3) grouped together—and subject to the location restrictions.

**Standards of Review:**

**Criteria for Review. Section 17.14.060(A) of the Hailey Municipal Code provides “[w]hen evaluating any proposed amendment under this chapter, the hearing examiner or commission and council shall make findings of fact on the following criteria:**

- 1. The proposed amendment is in accordance with the comprehensive plan;**
- 2. Essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services;**
- 3. The proposed uses are compatible with the surrounding area; and**
- 4. The proposed amendment will promote the public health, safety, and general welfare.**

**1. The proposed amendment is in accordance with the comprehensive plan;**

The proposed Text Amendment supports the housing goals laid out in the Hailey Comprehensive Plan in that it proposes to increase the provisions for employee housing in three (3) additional zoning districts: the Light Industrial (LI), Technological Industry (TI), and Recreational Green Belt (RGB) Zoning Districts.

In Section 8: Housing, the Plan discusses the economic, environmental, and social benefits of supporting an accessible housing market within Hailey city limits. Specific to employee housing, the Plan states that:

*“Affordable employee housing is a key element in the decisions of business owners to create new enterprises or expand their businesses. If affordable housing for employees to purchase and/or rent cannot be provided, it will limit the growth potential and sustainability of local businesses. To the extent that attractive, affordable housing is available, employees can better be recruited and retained.”* (page 38).

The ongoing interest of private and public entities seeking to incorporate housing for their employees, in the industrial and RGB zoning districts, echoes the Comprehensive Plan and overall importance of employee housing.

**2. Essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services;**

Thus far, all studies related to recently proposed and approved housing projects have affirmed that 1) infill development and increased residential densities most efficiently use public facilities and services, they do not increase excessive additional requirements at public cost; and 2) Hailey’s municipal services are capable of servicing infill development and high-density projects.

As verified by City Staff from the Public Works Department, the proposed housing units can be accommodated with existing water, wastewater, and other municipal services. The City has yet to meet its maximum densities in the Zoning Districts, especially where they are desired near public transit and activity centers.

**3. The proposed uses are compatible with the surrounding area; and**

Community Development Staff carefully crafted the draft Ordinance, which proposes to introduce housing units in the Recreational Green Belt (RGB), Light Industrial (LI), and Technological Industry (TI) zoning districts under strict parameters. The success of the existing provisions for ADUs in the Service, Commercial, and Industrial (SCI) Zoning District encourages Staff that similar provisions will be acceptable in the LI and TI Zoning Districts. The proposal to include tiny houses on the perimeter of RGB lots, or in conjunction with other accessory uses on RGB lots, has no basis-- except for the provision of employee housing for golf courses in the RGB Zoning District, which was stricken from the Code earlier

this year. By size and location parameters, Staff drafted the Ordinance to protect the character of Hailey’s parks and prevent tiny houses and THOW from disrupting or detracting from the primary use of RGB lots.

**4. The proposed amendment will promote the public health, safety, and general welfare.**

Through years of community engagement for the Comprehensive Plan creation and updates (as recent as 2020), the Commission and Council have found that there is strong community support and rationale for increasing and diversifying housing options within Hailey City Limits— including employee housing. The proposed Text Amendment is aligned with the City’s needs and goals, housing is key to the public health, safety, and general welfare in Hailey.

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

## HAILEY ORDINANCE NO.

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AMENDING THE HAILEY MUNICIPAL CODE, TITLE 17: ZONING REGULATIONS: CHAPTER 17.02 DEFINITIONS, SECTION 17.02.020 MEANING OF TERMS OR WORDS; CHAPTER 17.04 ESTABLISHMENT, PURPOSES AND USES WITHIN ZONING DISTRICTS, SECTION 17.04.010 ESTABLISHED: ARTICLE A. RECREATIONAL GREEN BELT (RGB) DISTRICT, SECTION 17.04A.040 ACCESSORY USES; ARTICLE H. LIGHT INDUSTRIAL (LI) DISTRICT, SECTION 17.04H.040 ACCESSORY USES; ARTICLE I. TECHNOLOGICAL INDUSTRY (TI) DISTRICT, SECTION 17.04I.040 ACCESSORY USES; ARTICLE L. SERVICE COMMERCIAL INDUSTRIAL DISTRICT (SCI), SECTION 17.04L.020 SALES AND OFFICE SUBDISTRICT (SCI-SO), SUBSECTION 17.04L.020.03 ACCESSORY USES; ARTICLE L. SERVICE COMMERCIAL INDUSTRIAL DISTRICT (SCI), SECTION 17.04L.030 INDUSTRIAL SUBDISTRICT (SCI-I), SUBSECTION 17.04L.030.03 ACCESSORY USES; CHAPTER 17.05 OFFICIAL ZONING MAP AND DISTRICT USE MATRIX, SECTION 17.05.040, DISTRICT USE MATRIX; AND, CHAPTER 17.08: SUPPLEMENTARY REGULATIONS, ARTICLE D. ACCESSORY DWELLING UNITS AND TINY HOMES ON WHEELS TO ALLOW FOR EMPLOYEE HOUSING BY WAY OF ACCESSORY DWELLING UNITS (ADUs), TINY HOMES ON WHEELS, AND TINY HOUSES IN THE RGB, LI, AND TI ZONING DISTRICTS AND REFINE THE PROVISIONS FOR ADUs IN THE SCI ZONING DISTRICT; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; AND PROVIDING FOR THE EFFECTIVE DATE OF THIS ORDINANCE UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the Hailey City Council has found that the following amendments to the Hailey Municipal Code, Title 17, conforms to the Hailey Comprehensive Plan; and

WHEREAS, the proposed additions will increase options for Hailey's employee housing; and

WHEREAS, the Hailey City Council has determined that the proposed amendments are appropriate and timely; and

WHEREAS, the text addition set forth in this Ordinance will promote the public health, safety and general welfare;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, AS FOLLOWS:

**Section 1.** Title 17 Zoning Regulations, Chapter 17.02 Definitions, Section 17.02.020 Meaning of Terms or Words of the Hailey Municipal Code is hereby amended by the addition of the underlined language, as follows:

TINY HOUSE: A dwelling that is 400 square feet (37 m<sup>2</sup>) or less in floor area excluding lofts, or as otherwise defined by the International Residential Code, Appendix Q.

**Section 2.** Title 17 Zoning Regulations, Chapter 17.04 Establishment, Purposes, and Uses within Zoning Districts, Section 17.04.010 Established, Article A. Recreational Green Belt (RBG) District, Section 17.04A.040 Accessory Uses is hereby modified by the removal of the stricken language and the addition of the underlined language, as follows:

17.04A.040: ACCESSORY USES:

A. Accessory uses for the RGB district are described in the district use matrix, section [17.05.040](#) of this title. They include but are not limited to:

1. Tiny houses and THOWs, provided the following criteria are met:

a. Tiny houses and THOW shall comply with the supplemental standards contained in [Chapter 17.08, Article D. Accessory Dwelling Units and Tiny Homes on Wheels.](#)

b. Tiny houses and THOWs shall be subordinate to the primary uses of parks, pathways, recreational outdoor facilities, and peri-urban agriculture. Specifically:

(1) Tiny houses and THOW shall not disrupt nor detract from the primary use of the lot.

(2) Tiny houses and THOW shall either be located:

- a. Along the parcel's property line or nearby adjacent residential and commercial uses; or,
- b. In conjunction with other permitted accessory uses; including but not limited to storage and greenhouses.

c. Tiny houses and THOWs shall be restricted in size.

(1) Tiny houses shall comply with the definition and standards for tiny houses, as outlined by the International Residential Code, Appendix Q.

(2) THOW are restricted in size and subject to other supplemental standards, as outlined in Section 17.08D.080 of this title.

d. One (1) tiny house or THOW is permitted per primary use of the lot (i.e., park, recreational outdoor facility, peri-urban agriculture, etc.)

e. Tiny houses and THOW shall be occupied by an owner or employee of a business that owns or manages the lot.

f. Tiny houses and THOW shall not be sold as a condominium nor a separate legal parcel from the lot of the principal use. (Ord. 1191, 2015; Ord. \_\_\_)

**Section 3.** Title 17 Zoning Regulations, Chapter 17.04, Establishment, Purposes, and Uses within Zoning Districts, Section 17.04.010 Established, Article H. Light Industrial (LI) District, Section 17.04H.040 Accessory Uses is hereby modified by the removal of the stricken language and the addition of the underlined language, as follows:

17.04H.040: ACCESSORY USES:

A. Accessory uses for the LI district are described in the district use matrix, section [17.05.040](#) of this title. They include but are not limited to:

- 1. Accessory dwelling units (ADU) and tiny homes on wheels (THOWs), provided the following criteria are met:
  - a. The supplemental standards for accessory dwelling units (ADUs) and tiny homes on wheels (THOWs) are contained in [Chapter 17.08](#), Article D. Accessory Dwelling Units and Tiny Homes on Wheels.
  - b. There shall not be more than one ADU per unit within a principal building-use or per acre on a lot.
  - c. ADU entrances shall connect to sidewalks and/or designated pedestrian circulation areas that lead to and from the primary sidewalk system and away from work zone alleys.
  - d. Each ADU shall have designated ground floor storage space for the occupant's use. The storage shall be secure, covered and screened.
  - e. An ADU shall be occupied by an owner or employee of a business which occupies the principal building.
  - f. An ADU shall not be sold as a condominium or a separate legal parcel from the principal building.

(Ord. 1191, 2015; Ord. \_\_\_, 2023)

**Section 4.** Title 17 Zoning Regulations, Chapter 17.04, Establishment, Purposes, and Uses within Zoning Districts, Section 17.04.010 Established, Article I. Technological Industrial (TI) District, Section 17.04I.040 Accessory Uses is hereby modified by the removal of the stricken language and the addition of the underlined language, as follows:

17.04I.040: ACCESSORY USES:

A. Accessory uses for the TI district are described in the district use matrix, section [17.05.040](#) of this title. They include but are not limited to:

- 1. Accessory dwelling units (ADU) and tiny homes on wheels (THOWs), provided the following criteria are met:
  - a. The supplemental standards for accessory dwelling units (ADUs) and tiny homes on wheels (THOWs) are contained in [Chapter 17.08](#), Article D. Accessory Dwelling Units and Tiny Homes on Wheels.
  - b. There shall not be more than one ADU per unit within a principal building-use or per acre on a lot.

- c. ADU entrances shall connect to sidewalks and/or designated pedestrian circulation areas that lead to and from the primary sidewalk system and away from work zone alleys.
- d. Each ADU shall have designated ground floor storage space for the occupant's use. The storage shall be secure, covered and screened.
- e. An ADU shall be occupied by an owner or employee of a business which occupies the principal building.
- f. An ADU shall not be sold as a condominium or a separate legal parcel from the principal building.

(Ord. 1191, 2015; Ord. \_\_\_\_, 2023)

**Section 5.** Title 17 Zoning Regulations, Chapter 17.04, Establishment, Purposes, and Uses within Zoning Districts, Section 17.04.010 Established, Article L. Service Commercial Industrial (SCI) District, Section 17.04L.020 Sales And Office Subdistrict (SCI-SO), Subsection 17.04L.020.03 Accessory Uses is hereby modified by the removal of the stricken language and the addition of the underlined language, as follows:

17.04L.020.03: ACCESSORY USES:

A. Accessory uses within the SCI-SO subdistrict are described in the district use matrix, section [17.05.040](#) of this title. They include but are not limited to:

- 1. Accessory dwelling units (ADU) and tiny homes on wheels (THOWs), provided the following criteria are met:
  - a. The supplemental standards for accessory dwelling units (ADUs) and tiny homes on wheels (THOWs) are contained in [Chapter 17.08](#), Article D. Accessory Dwelling Units and Tiny Homes on Wheels.
  - b. There shall not be more than one ADU per unit within a principal building-use or per acre on a lot.
  - c. ADU entrances shall connect to sidewalks and/or designated pedestrian circulation areas that lead to and from the primary sidewalk system and away from work zone alleys.
  - d. Each ADU shall have designated ground floor storage space for the occupant's use. The storage shall be secure, covered and screened.
  - e. An ADU shall be occupied by an owner or employee of a business which occupies the principal building.
  - f. An ADU shall not be sold as a condominium or a separate legal parcel from the principal building.

(Ord. 1191, 2015; Ord. \_\_\_\_, 2023)

**Section 6.** Title 17 Zoning Regulations, Chapter 17.04, Establishment, Purposes, and Uses within Zoning Districts, Section 17.04.010 Established, Article L. Service Commercial Industrial (SCI) District, Section 17.04L.030 Industrial Subdistrict (SCI-I), Subsection 17.04L.020.03 Accessory Uses is hereby modified by the removal of the stricken language and the addition of the underlined language, as follows:

17.04L.030.03: ACCESSORY USES:

A. Accessory uses within the SCI-I subdistrict are described in the district use matrix, section [17.05.040](#) of this title. They include but are not limited to:

- ~~A-1.~~ Shipping containers utilized for storage. These containers must be shielded from view by fencing or landscaping, and shall require a building permit.
- ~~B-2.~~ Sales incidental to nonretail principal use.
- ~~C-3.~~ Offices accessory to a nonoffice principal use.
- D-4. Accessory dwelling units (ADU) and tiny homes on wheels (THOWs), provided the following criteria are met:
  - a. The Supplemental standards for accessory dwelling units (ADUs) and tiny homes on wheels (THOWs) are contained in [Chapter 17.08](#), Article D. Accessory Dwelling Units and Tiny Homes on Wheels.
  - ~~1-~~b. There shall not be more than one ADU per unit within a principal building-use or per acre on a lot.
  - ~~2-~~c. ADU entrances shall connect to sidewalks and/or designated pedestrian circulation areas that lead to and from the primary sidewalk system and away from work zone alleys.
  - ~~3-~~d. Each ADU shall have designated ground floor storage space for the occupant's use. The storage shall be secure, covered and screened.
  - ~~4-~~e. An ADU shall be occupied by an owner or employee of a business which occupies the principal building.

5. ~~f.~~ An ADU shall not be sold as a condominium or a separate legal parcel from the principal building. (Ord. 1275, 2021; Ord. 1191, 2015; Ord. \_\_\_\_\_)

**Section 7.** Title 17 Zoning Regulations, Chapter 17.05 Official Zoning Map and District Use Matrix, Section 17.05.040 District Use Matrix is hereby modified by the removal of the stricken language and the addition of the underlined language, as follows:

**17.05.040: DISTRICT USE MATRIX:**

The residential, public, and semi-public, commercial, and accessory uses, as well as the bulk requirements for the zoning districts established in chapter 17.04 of this title are designated in the district use matrix set forth herein. A "P" indicates that a use is permitted in the respective zoning district. Permitted uses must conform to the applicable requirements of this title. A "C" indicates that a use is allowed as a conditional use in the respective zoning district. Conditional uses are subject to review and approval under the provisions of chapter 17.11 of this title. An "N" indicates that a use is not allowed in the respective zoning district, except where state or federal law otherwise preempts local land use regulation.

Category	Description (Excerpt)	Zoning Districts and Subdistricts													
		<del>R G B</del>	<del>L R- 1</del>	<del>L R- 2</del>	<del>G R</del>	<del>N B</del>	<del>LB</del>	<del>T N</del>	<del>B</del>	<del>LI</del>	<del>TI</del>	<del>A</del>	<del>SC I- SO</del>	<del>SC I-I</del>	
Residential:															
	Accessory dwelling units (ADU)	<del>N</del> <u>P<sup>1</sup></u>	P <sup>1</sup>	P <sup>1</sup>	P <sup>1</sup>	P <sup>1</sup>	P <sup>1</sup>	P <sup>1</sup>	P <sup>1</sup>	P <sup>1</sup>	<del>N</del> <u>P<sup>1</sup></u>	<del>N</del> <u>P<sup>1</sup></u>	N	P <sup>1</sup>	P <sup>1</sup>
	Co-living dwelling facilities	N	N	N	N	N	P	N	P	N	N	N	N	N	N
	Manufactured homes	N	P	P	P	N	P	P	N	N	N	N	N	N	N
	Mixed-use buildings	N	N	N	N	P	P	P	P <sup>2</sup>	P	P	N	P	P	
	Multi-family dwellings	N	N	N	P	N	P	C	P <sup>2</sup>	N	N	N	N	N	N
	Single-family dwellings	N	P	P	P	N	P	P	N	N	N	N	N	N	N
	<u>Tiny houses</u>	<u>P<sup>1</sup></u>	<u>P<sup>1</sup></u>	<u>P<sup>1</sup></u>	<u>P<sup>1</sup></u>	<u>P<sup>1</sup></u>	<u>P<sup>1</sup></u>	<u>P<sup>1</sup></u>	<u>P<sup>1</sup></u>	<u>P<sup>1</sup></u>	<u>P<sup>1</sup></u>	<u>P<sup>1</sup></u>	<u>N</u>	<u>P<sup>1</sup></u>	<u>P<sup>1</sup></u>
	Tiny homes on wheels (THOW)	<del>N</del> <u>P<sup>1</sup></u>	P <sup>1</sup>	P <sup>1</sup>	P <sup>1</sup>	P <sup>1</sup>	P <sup>1</sup>	P <sup>1</sup>	P <sup>1</sup>	<del>N</del> <u>P<sup>1</sup></u>	<del>N</del> <u>P<sup>1</sup></u>	N	P <sup>1</sup>	P <sup>1</sup>	

Notes:

1. Accessory Dwelling Units (ADUs) and Tiny Homes on Wheels (THOW) are subject to requirements based on zoning (see section 17.04), administrative design review (see section 17.06), and the supplementary regulations. See section 17.06 and articulated in subsection 17.08 D of this title. For the parameters of tiny houses in the RGB Zoning District, see Section 17.04A.040.
2. Mixed-use buildings and multi-family dwellings incorporating small residential units require a Conditional Use Permit and shall comply with subsection 17.04Q of this title.
3. The installation of wireless communication facilities requires a Wireless Permit in accordance with the provisions of subsection 17.08B of this title.
4. Objects affecting navigable airspace, including solar energy systems and wireless communications facilities located within the Airport Influence Area, are subject to review of the Friedman Memorial Airport Director for compliance with FAA regulations and 14 CFR, chapter 1, subchapter E, part 77.
5. Only within terminals.
6. Only attached to hotel/motel.
7. Drive-through food service not permitted.
8. May be approved through a Conditional Use Permit if the use is in conjunction with a use that is permitted by-right.
9. Unenclosed exterior storage that is greater than fifty square feet (50 sq. ft.) and associated with retail trade, skilled construction and industrial trades, or wholesale trade is permitted in the industrial Zoning Districts only. Such unenclosed exterior storage may include but is not limited to the storage or display of bulky goods, materials, supplies, merchandise, and equipment.
10. The use permitted by this footnote must be accessory to a primary use and contained within the walls of the structure with the primary use.
11. Structures equal to or greater than 120 square feet (120 sq. ft.) in size require a building permit, per subsection 17.07.010H of this title.
12. The use of fuel tanks containing flammable or combustible liquids, as defined by the International Fire Code (IFC), requires a Flammable & Combustible Storage Tank Permit through the Hailey Fire Department.
13. Temporary structures which have an approved Conditional Use Permit may operate seasonally for multiple years, so long as the size and location of the temporary structure conforms with the approved Conditional Use Permit or conditions thereof.
14. May be subject to additional provisions per the Townsite Overlay (TO) Zoning District. See subsection 17.04M of this title.
15. Townhouse sublots should have a maximum aggregate density of ten (10) lots per acre in the GR and TN Zoning Districts, fifteen (15) lots per acre in the NB Zoning District, and twenty (20) lots per acre in the LB and B Zoning Districts.
16. Townhouse sublots shall conform to the standards established in the IFC.
17. For a building with any portion of the building footprint within the Special Flood Hazard Area, building height shall be measured two (2) feet above the base flood elevation (BFE). For buildings located within the Special Flood Hazard Area and the LR Zoning Districts, buildings shall in no instance exceed a building height of thirty-two feet (32') from record grade. For buildings located within the Special Flood Hazard Area, and within the GR Zoning District, buildings shall in no case exceed a building height of thirty-five feet (35') from record grade.
18. In the TO Zoning Districts, townhouse units shall be allowed zero (0) setbacks, with an exception for the setbacks on the property line between two (2) townhouse units. The separation between two (2) townhouse units on separate sublots shall be no less than 6 feet or the minimum distance required by the IBC and IFC, whichever is greater. The distance between the buildings shall be measured between any wall or any projection of a building-- including, but not limited to, eaves, cornices, canopies, or other similar roof overhang features, pergolas, chimney chases, bay windows, decks, steps, wainscot, and utility meters.

19. The setback from the adjacent property shall be one (1) foot for every two (2) feet of building height for all portions of the building exceeding twenty (20) feet in height, provided, however, no side or rear yard shall be less than ten (10) feet. See the figure in subsection 17.04B.050 of this title.

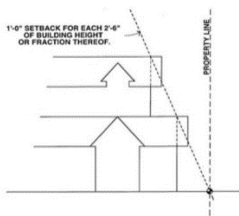
20. Normal corner and reverse-corner lots are subject to subsections 17.07.010F and G of this title.

21. Any wall, as measured from the highest point including any gable or peak in a direct vertical line to record grade, shall have a setback of one foot (1') for every two and one-half feet (2 1/2') of wall height (see subsection 17.04M.090, Diagram 1, of the Hailey Municipal Code), but not less than the base setback for the GR Zoning District. This shall apply to walls on the side yards of properties but shall not apply to sublots within a development.

22. In LI and TI Zoning Districts, the side and rear yard setbacks shall be twenty-five (25) feet where the subject property is located adjacent to the following Zoning Districts: RGB, GR, or TN.

23. Riparian setback. Unless otherwise provided for herein, all permanent buildings and structures shall have a 100-foot-wide riparian setback from the mean high-water mark of the Big Wood River. Removal of live vegetation or excavation within the riparian setback is prohibited, except for any tree that has been recommended for removal by a certified arborist, in writing, because the tree has been found to potentially endanger the resident(s) of the property on which it is located or any member of the public, or has become hazardous to any street, alley or other public right-of-way or public utility, or because the removal of a tree would substantially improve the health of other trees on the property. Pruning of trees and planting of riparian trees, shrubs and ground cover within the riparian setback are allowed, provided however, that all plantings conform to the criteria for evaluation in subsection 17.04J.040B4e of this title. Where the application of the 100-foot riparian setback and other applicable setbacks will result in a building site of 1,000 square feet or less, the riparian setback may be reduced to such an extent that the building site is 1,000 square feet; provided however, the riparian setback shall not be less than fifty (50) feet.

Diagram 1



(Ord. 1275, 2021; Ord. 1250, 2019; Ord. 1243, 2019; Ord. 1242, 2018; Ord. 1232, 2018; Ord. 1221, 2017; Ord. 1220, 2017; Ord. 1211, 2017; Ord. 1208, 2016; Ord. 1207, 2016; Ord. 1191, 2015; Ord. 1291, 2021; Ord. 1325, 2023; Ord. \_\_\_\_\_, 2023)

**Section 5.** Chapter 17.08, Supplementary Regulations, Article D. Accessory Dwelling Units and Tiny Homes on Wheels, Section 17.08D.030: General Provisions of the Hailey Municipal Code is hereby modified by the removal of the stricken language and the addition of the underlined language, as follows:

**17.08D.010: PURPOSE AND INTENT:**

A. Purpose: The City of Hailey recognizes that land use, population growth, and community character are interrelated, and that social well-being and diversity are tied to the availability of an array of housing types and sizes available for sale and for rent at various price points. Accessory dwelling units and tiny homes on wheels, when thoughtfully designed, can simultaneously complement the fabric of existing neighborhoods, increase the supply of available housing, and sustainably accommodate population growth.

The purpose of this section is to address supplemental design and quality of life for accessory dwelling units and tiny homes on wheels with the intent of reinforcing the preceding and following statements, which are reflective of statements and goals expressed in the comprehensive plan:

1. Hailey is a community that believes livability and quality of life can be maintained and enhanced only with strong, diverse residential neighborhoods. Further, the community recognizes its identity to include being a place primarily comprised of full-time residents and being a community where the workforce can reside.
2. The City of Hailey seeks to accommodate population growth in a balanced manner, with "infill" development and redevelopment of existing lands in City limits being two strategies. Accessory dwelling units and tiny homes on wheels provide opportunities for infill development and redevelopment.
3. Many social benefits are realized when workers live in their own community. Quality of life and safety improve when critical care employees live within close responding distance. Children do better in school when parents are at home in the mornings and evenings. Homeowners are more active in their communities, creating a greater vibrancy and sense of unity.
4. Accessory dwelling units and tiny homes on wheels add to the diversity of housing unit types, additionally supporting the flexibility and convenience for residents seeking housing within the City. (Ord. 1320, 2023; Ord. 1275, 2021)

**17.08D.020: APPLICABILITY:**

The standards of this section apply to all accessory dwelling units created after February 10, 2021, whether created by new construction, addition, or conversion of an existing building or area within an existing building; and to all tiny homes on wheels established after March 13, 2023. (Ord. 1320, 2023; Ord. 1275, 2021)

**17.08D.030: GENERAL PROVISIONS:**

A. Accessory dwelling units (ADUs) may be located within, ~~or attached to, or detached from~~ a principal building, ~~or may be located within a detached accessory building~~. Detached accessory dwelling units may comprise the entirety of the accessory building or may comprise part of the floor area of an accessory building with another permitted accessory use or uses comprising the remaining floor area.

B. Only one (1) accessory dwelling unit (ADU) or one tiny home on wheels (THOW) is permitted on a lot, ~~as an accessory to a single-family dwelling unit~~.

C. ADUs and THOWs must be subordinate to a principal building and use.

1. In the case of the RGB Zoning District, ADUs/tiny houses and THOW shall be subordinate to the primary use of a park, outdoor recreational facility, or peri-urban agriculture. ADUs in the RGB Zoning District shall comply with the definition of a tiny house and Appendix Q of the International Residential Code.

~~C. Accessory dwelling units and tiny homes on wheels are only permitted in conjunction with single-family residences in residential zones. In the Townsite Overlay, Transitional and SCI zones accessory dwelling units are permitted in conjunction with commercial buildings. In Business, Limited Business and Neighborhood Business one (1) or more residential unit(s) are considered mixed use.~~

D. ADUs and THOWs are subject to the stipulations of each Zoning District, as specified in Chapter 17.04 and summarized but not limited to those below:

1. In the residential zoning districts (GR and LR), ADUs and THOWs shall only be permitted in conjunction with single-family residences.

2. In the Transitional (TN) and Business zoning districts (B, LB, NB), ADUs and THOWs shall be permitted in conjunction with commercial buildings.

3. In the industrial zoning districts (LI, TI, and SCI), ADUs and THOWs shall be permitted in conjunction with commercial buildings and shall be occupied by an owner or employee of a business that occupies the principal building. One ADU is permitted per use or acre on a lot.

4. In the RGB Zoning District, tiny houses and THOWs shall be subordinate to the principal use of the lot, comply with the size and density restrictions of Section 17.04A.040 of this title, and shall be occupied by an owner or employee of a business that owns or manages the lot.

~~D-E.~~ Accessory dwelling units and tiny homes on wheels in the Special Flood Hazard Area (SFHA) shall have the top of the lowest floor elevated no lower than the flood protection elevation as defined in

section [17.04J.020](#), "Definitions", of the Hailey Municipal Code. For new construction or substantial improvements in the SFHA, all applicable requirements of Article 17.04J. Flood Hazard Overlay District (FH) shall apply.

~~E-F.~~ Tiny homes on wheels are subject to the same standards as accessory dwelling units, including design review standards, except where specifically noted herein.

~~F-G.~~ If tiny homes on wheels (THOW) are removed from Hailey's Municipal Code as an allowable use, no THOW structure shall be considered legally non-conforming. (Ord. 1320, 2023; Ord. 1275, 2021; Ord. 2023)

**17.08D.040: REGISTRATION REQUIRED:**

A. All accessory dwelling units created after February 10, 2021 and all tiny homes on wheels established after March 13, 2023 shall be issued a compliance certificate as a prerequisite for a certificate of occupancy.

B. Tiny homes on wheels shall be registered or permitted annually with the Idaho Transportation Department Division of Motor Vehicles. (Ord. 1320, 2023; Ord. 1275, 2021)

**17.08D.050: OCCUPANCY RESTRICTIONS—~~SHORT TERM OCCUPANCY:~~**

A. Accessory Dwelling Units:

1. Where a lot contains both a primary dwelling unit and an accessory dwelling unit (ADU), only one dwelling unit shall be utilized for short-term occupancy; and
2. When one dwelling unit is utilized for short-term occupancy, the other dwelling unit shall be owner-occupied or utilized as a long-term rental, with long-term occupancy being a period of thirty-one (31) days or more.

B. Tiny Homes On Wheels (THOW):

1. THOWs are restricted for long-term use (thirty-one (31) days or longer) only. (Ord. 1320, 2023; Ord. 1275, 2021)

C. Employee housing:

1. In the RGB Zoning District, ADUs and THOWs shall be occupied by an owner or employee of a business that owns or manages the lot.
2. In the LI, TI, and SCI Zoning Districts, ADUs and THOWs shall be occupied by an owner or employee of a business that occupies the principal building.

**17.08D.060: SUBORDINATE SCALE AND SIZE:**

A. Accessory Dwelling Units:

1. Scale: The floor area of an accessory dwelling unit (ADU) is limited to no more than sixty-six percent (66%) of the gross square footage of the principal building, or the maximum floor area permitted for an ADU based on the lot size or zone, whichever is less.
2. Maximum floor area for all zones, except the RGB Zoning District:

Lot Size (square feet)	Minimum Gross Floor Area (square feet) <sup>1</sup>	Maximum Gross Floor Area (square feet) <sup>1</sup>
Up to 7,000	300	900
7,001 - 8,000	300	950
Lots 8,001 and greater	300	1,000

Notes:

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

a. In the RGB Zoning District, ADUs shall be restricted in size to comply with the definition and standards for tiny houses, as outlined by the International Residential Code, Appendix Q and Section 17.04A.040 of this title.

3. Number of bedrooms: Accessory dwelling units ~~may~~ shall have a maximum of two (2) bedrooms.

B. Tiny Homes On Wheels (THOWs):

1. The footprint of tiny homes on wheels shall be limited between one hundred (100) to four hundred (400) square feet in size. (Ord. 1320, 2023; Ord. 1275, 2021)

**17.08D.070: LIVABILITY:**

A. Outdoor Access: All accessory dwelling units and tiny homes on wheels, shall have a designated area to access the outdoors. Examples include a balcony, porch, deck, paver patio, or yard area delineated by fencing, landscaping, or similar treatment so as to provide for private enjoyment of the outdoors. This area shall be no less than fifty (50) square feet in size. The outdoor access area shall be approved through the administrative design review process. (Ord. 1320, 2023; Ord. 1275, 2021)

**17.08D.080: TINY HOMES ON WHEELS:**

A. Building Standards:

1. All tiny homes on wheels shall meet the NOAH+ Standards, in addition to and except where they are superseded by the requirements for Hailey's climatic conditions, listed herein.

2. Additional Requirements For Hailey's Climatic Conditions:

a. Insulation:

(1) Minimum Insulation R-Values:

(A) Walls: R-19;

(B) Floors: R-20;

(C) Roof/ceiling: R28.

b. Vapor retarders shall be in accordance with the International Residential Code (IRC).

c. Windows and doors shall have a maximum 0.30 U-factor.

d. Roof snow loads shall meet the site-specific requirements set forth in [Chapter 15.08](#): Building Code, Section [15.08.020](#): Amendment of Codes.

B. Inspections:

1. Inspection of the THOW building requirements or standards- including the NOAH+ Standards<sup>ii</sup> and the requirements for Hailey's climatic conditions- shall be completed and approved by the National Organization of Alternative Housing (NOAH) or another inspection agency that is approved by the Administrator.

2. A certificate of approval from the inspector shall be submitted to the Community Development Department for further review, approval, and issuance of the Compliance Certificate.

C. Establishing The THOW:

1. Location/Placement:

a. The THOW shall meet the setbacks for the Zoning Districts in which it is located.

b. The THOW shall adhere to the minimum separation distances for buildings, as articulated in Table R302.1(1) of the International Residential Code<sup>i</sup>.

2. Blocking And Anchoring:

a. The tiny homes on wheels chassis shall be maintained level, supported by blocks at a minimum of eight (8) points, one (1) per corner and two (2) per wheel well, and anchored to the ground.

b. Only a tongue jack shall be used on a full-time basis. No other jacks shall be used on a long-term (thirty one (31) days or more) basis.

3. Exterior Attachments:

a. Exterior attachments such as porches, decks, lean-tos, or sheds are permitted; however, they must be affixed in a manner that is freestanding or removable and allows for towing where appropriate.

b. Porches and decks shall be lower than eighteen inches (18") unless located in any flood hazard plain.

c. Detached or attached accessory structures (e.g., sheds) shall comply with the regulations outlined in [Chapter 17.07](#) of Hailey's Municipal Code.

4. Skirting:

a. Skirting is required and shall be installed to enclose all open space between the THOW and the ground.

b. The skirting shall screen the wheels and aesthetically compliment, or continue the THOW siding, as approved through Administrative Design Review.

5. Municipal Service And Utility Connections:

a. All municipal and utility connections are subject to City standards, inspections, and policies.

b. Water And Wastewater:

(1) Tiny homes on wheels shall connect to municipal water and wastewater systems through the connection serving the primary residence, or via an additional, separate connection to the water or wastewater main lines.

(2) Water connections serving THOW shall remain separate from all secondary connections (e.g. irrigation lines).

(3) Insulating THOW water and wastewater connections, to prevent freezing, is the sole responsibility of the THOW owner. (Ord. 1320, 2023; Ord. \_\_\_\_\_, 2023)

**Section 8. Severability Clause:** Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

**Section 9. Repealer Clause:** All City of Hailey ordinances or parts thereof, which are in conflict herewith, are hereby repealed.

**Section 10. Effective Date:** This ordinance shall be in full force and effect from and after its passage, approval, and publication according to law.

PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL AND APPROVED BY THE MAYOR THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

Attest:

\_\_\_\_\_  
Martha Burke, Mayor, City of Hailey

\_\_\_\_\_  
Mary Cone, City Clerk

**Return to Agenda**