

AGENDA
HAILEY PLANNING & ZONING COMMISSION
Monday, November 2, 2020
Virtual Meeting
5:30 p.m.

From your computer, tablet or smartphone: <https://www.gotomeet.me/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

Call to Order

Public Comment for items not on the agenda

Consent Agenda

CA 1 Adoption of the Meeting Minutes from the October 19, 2020 PZ Hearing. **ACTION ITEM.**

CA 2 Adoption of Findings of Fact, Conclusions of Law and Decision of a Design Review Application by the City of Hailey Public Works Department to relocate the US Forest Service Warehouse Building from Lots 13, 14A and 20A, Block 20, Hailey Townsite (308 South River Street), to the City Street Shop, Lot 5, Block 4, Airport West Subdivision #1 (1811 Merlin Loop). The proposal is to repurpose the building as a commodity building, where it will store goods and materials. **ACTION ITEM.**

Public Hearing

PH 1 Consideration of a Conditional Use Permit submitted by Freedom Bible Church to hold assemblies on Sundays, and to use the location for small gatherings, support groups and/or meetings throughout the week. Freedom Bible Church is seeking approval to occupy the space at 513 North Main Street (Lots 1-5, ½ of 6, Block 65, Hailey Townsite) within the Business (B), Downtown Residential Overlay (DRO) and Hailey Townsite Overlay Zoning Districts. Pursuant Section 17.05.040: District Use Matrix, churches located within the Business (B) District are required to have an active Conditional Use Permit. **ACTION ITEM**

PH 2 Consideration of a Conditional Use Permit submitted by Albertsons, Inc., to place two (2) temporary storage containers onsite. The storage containers will be located on the west side of the property, and will be used to store additional dry goods to support the increased volume the store has seen as a result of the pandemic. This project is to be located at 911 North Main Street (Sub Lot 3, Block 1, North Hailey Plaza) within the Business (B) and Downtown Residential Overlay (DRO) Zoning Districts. **ACTION ITEM.**

PH 3 Continuation of amendments to Title 17 of the Hailey Municipal Code, by amending Chapter 17.04, Establishment, Purposes and Uses within Zoning Districts, Articles B, C, D, E, F, G, L and M to reference new supplemental regulations for Accessory Dwelling Units; amending section 17.05.040, District Use Matrix, to permit Accessory Dwelling Units

(ADU's) as a permitted use in the Limited Residential-1 (LR-1) and Limited Residential-2 (LR2) zoning districts subject to criteria, including design review and bulk requirements to establish maximum heights for ADU's and lot coverage for the LR-1 and LR-2 zoning districts; amending section 17.06.010.A to establish an administrative design review or full design review design process for ADU's depending on location; amending chapter 17.08, Supplementary Regulations, to establish a new Article D containing supplemental regulations for ADU's (purpose and intent; applicability; general provisions; registration; short-term rental occupancy restrictions; subordinate scale and size; maximum floor area; livability; outdoor access); amending Chapter 17.09, Parking and Loading, Sections 17.09.020.05.B, 17.09.020.09.D, and 17.09.020.09.D to address parking requirements for ADU's. **ACTION ITEM.**

Staff Reports and Discussion

SR 1 Discussion of current building activity, upcoming projects, and zoning code changes.

SR 2 Discussion of the next Planning and Zoning meeting: **November 16, 2020**

- CUP: UPS
- DR: Catanzaro

Return to Agenda

Meeting Minutes
HAILEY PLANNING & ZONING COMMISSION
Monday, October 19, 2020
Virtual Meeting
5:30 p.m.

From your computer, tablet or smartphone: <https://www.gotomeet.me/CityofHaileyPZ>

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

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Present

Commissioners: Janet Fugate, Owen Scanlon, Richard Pogue, Dan Smith

Staff: Lisa Horowitz, Rebecca Bundy, Jessica Parker, Brian Yeager, Chris Simms

[5:30:04 PM](#) Chair Fugate called Order.

[5:30:19 PM](#) Public Comment for items not on the agenda. No Comments.

Consent Agenda

[CA 1](#) Adoption of the Meeting Minutes from the October 5, 2020 PZ Hearing. **ACTION ITEM.**

[CA 2](#) Adoption of Findings of Fact, Conclusions of Law and Decision of a Design Review application by Jason Szabo and Chris Wrede, for a new two story, 1,750 square foot residence called the Bungalow, to be located at Lot 9A, Block 49, Hailey Townsite (TBD N 4th Ave) in the Limited Residential (LR 1) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM.**

[CA 3](#) Adoption of Findings of Fact, Conclusions of Law and Decision of a Design Review application by Jason Szabo and Chris Wrede, for a new two story, 1,750 square foot residence called the Farmhouse, to be located at Lot 11A, Block 49, Hailey Townsite (TBD N 4th Ave) in the Limited Residential (LR 1) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM.**

[5:31:18 PM](#) Smith motioned to approve CA 1, CA 2 and CA 3. Scanlon seconded. All in Favor.

Public Hearing

[PH 1](#) [5:31:49 PM](#) Consideration of a Design Review Application by the City of Hailey Public Works Department to relocate the US Forest Service Warehouse Building from Lots 13, 14A and 20A, Block 20, Hailey Townsite (308 South River Street), to the City Street Shop, Lot 5, Block 4, Airport West Subdivision #1 (1811 Merlin Loop). The proposal is to repurpose the building as a commodity building, where it will store goods and materials. **ACTION ITEM.**

[5:32:47 PM](#) Horowitz explained proposed project, that idea is to locate the building within the City Street Shop and that it would be across the street from the Mills House building. Horowitz discussed proposed location and that several trees would need to be removed.

[5:34:18 PM](#) Yeager asked to have Bliss's drawings available for all to see. Bliss pulled drawings up on the screen. Yeager went into detail using drawing of the proposed location for the Forest Service Building. Yeager explained funds available to use and that have identified the monies available could be used to relocate the building. Yeager explained proposed use and provided elevation drawings of proposed building. No questions from the commissioners.

[5:42:00 PM](#) Stone asked what the applicant thought of the survivability of the building. Bliss explained from their previous conversations would need to be moved in two pieces but no concerns. Simms stated they believe it will survive. Stone asked if that was Yeager's opinion. Yeager confirmed and that there may be some interior structure after it is located onsite. Stone asked how much monies were set aside in the general fund. Yeager stated within the Capital Improvement Plan have \$100,000 but has potential to move monies around if use less on other projects. Yeager provided example of projects that this may be the case. Stone asked if there was a donation received. Horowitz explained because deadline was missed the owner rescinded their offer. Stone asked if there was a retaining wall that would need to be moved. Yeager explained that what appears as the retaining wall is echo blocks.

[5:46:29 PM](#) Scanlon asked if the Airport West has had a chance to weigh in on this. Horowitz explained they have and that they have a list of questions, will add their conditions with this project. Scanlon asked what kinds of trees are being removed. Bliss explained existing trees have not been surveyed yet, that at this phase showing a rough estimate of trees to be removed. Horowitz explained staff is of the opinion this area is overgrown. Bliss noted the power line that could conflict. Bliss discussed potential landscape to be added and doors that will face the Streets yard. Scanlon asked what the timeline is for this building. Yeager stated proposal they have is that the building could be moved by end of November and come spring pour the foundation. Until spring building be elevated.

[5:51:48 PM](#) Chair Fugate asked if part of the reason to remove some trees is to allow the building to be visible. Yeager confirmed, sharing the street view from google. Yeager noted existing Spruce trees that the building will sit between.

[5:53:55 PM](#) **Chair Fugate opened public comment.**

[5:54:13 PM](#) Lia Johnson, asked if the power lines will interfere with the placement of the building.

[5:55:03 PM](#) Bill Amaya, speaking as a citizen, asked about the cost estimate, if everyone would be willing to do it if it was \$100,000 off. Amaya stated Parcel A is a city park known as Freedom City Park and has some value as open space. Amaya questions randomly getting rid of some of that open space. Amaya asked if they were not doing this building but building a commodity building would they still be pushing in to Parcel A. Amaya would like to see Parcel A remain intact. Amaya stated it seems the southern half of Parcel A is wasted when push out.

5:58:32 PM Matt Engel, is curious from Bliss's presentation on the 10' ft setback shown on the site plan, he does not know what is intended to be planted in that area. Engel stated it

would be very helpful for the Architectural Review Board to see the building with the fence up to it and the landscape up along the building.

6:00:49 PM Chair Fugate closed public comment.

6:00:53 PM Yeager explained existing utility lines will fall west of the building and will not need to maneuver under any utility lines. Yeager is comfortable with the cost and staying on tract. Yeager explained envisioning once in place will restore the Airport West irrigation main and sod or put same type of grass up to the edge of the building. Yeager stated at this point does not have details for shrubs up against the building. Yeager explained the intention of Parcel A was to screen the industrial use and that this building is in harmony with that screening. Yeager explained how this building is in harmony. Horowitz explained an open space or park for this building is the goal so it is visible to the public.

6:04:33 PM Pogue asked how much turn around will they achieve with placing this building here vs. in the lot. Yeager explained turning radius and that he thought the key thing was to make this building visible and if retain the landscaping would be hiding it. Horowitz confirmed and that if it had been placed at McKercher Park would have removed trees. Pogue agrees that it should be visible.

6:06:26 PM Smith agrees with Pogue. Smith asked staff if any grants have been investigation. Horowitz confirmed preliminary investigation has been done but nothing found that fits this building.

6:07:17 PM Stone stated there was one additional question asked that was not answered – if built building new if would place in same location. Yeager explained the likely location for a new building but that the new building would not be as attractive as this building. Yeager stated they may still ask to put a building in that area in the future but trying to be optimistic, satisfy the historic and make it a win for all for the Forest Service Building. Stone asked if a bike path is planned in that area. Horowitz confirmed yes and where the path would connect. Yeager added can envision a water fountain or picnic area in front of this building. Stone asked for rough estimate for how much money is saving by repurposing this building. Yeager provided a rough estimate of savings.

6:11:05 PM Scanlon noted that Amaya asked why the building is where it is located vs. more to the north. Yeager explained reasoning behind not going further north. Horowitz added did not want to move it to far south as it would not relate to the other historical building. Scanlon asked about the end elevation windows, if those are on the existing building and their purpose. Bliss confirmed existing and intent is to keep those as they are.

6:13:23 PM Chair Fugate echoes other commissioner's comments. Chair Fugate encourages a historic marker when the funds are available.

6:15:05 PM Smith motioned to approve the Design Review Application by the City of Hailey Public Works Department to relocate the US Forest Service Warehouse Building from Lots 13, 14A and 20A, Block 20, Hailey Townsite (308 South River Street), to the City Street Shop, Lot 5, Block 4, Airport West Subdivision #1 (1811 Merlin Loop), and is located within the SCI – Industrial (SCI-I) Zoning District, 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 (j) are met. Pogue seconded. All in Favor.

PH 2 [6:17:20 PM](#) *Consideration of amendments to Title 17 of the Hailey Municipal Code, by amending Chapter 17.04, Establishment, Purposes and Uses within Zoning Districts, Articles B, C, D, E, F, G, L and M to reference new supplemental regulations for Accessory Dwelling Units; amending section 17.05.040, District Use Matrix, to permit Accessory Dwelling Units (ADU's) as a permitted use in the Limited Residential-1 (LR-1) and Limited Residential-2 (LR2) zoning districts subject to criteria, including design review and bulk requirements to establish maximum heights for ADU's and lot coverage for the LR-1 and LR-2 zoning districts; amending section 17.06.010.A to establish an administrative design review or full design review design process for ADU's depending on location; amending chapter 17.08, Supplementary Regulations, to establish a new Article D containing supplemental regulations for ADU's (purpose and intent; applicability; general provisions; registration; short-term rental occupancy restrictions; subordinate scale and size; maximum floor area; livability; outdoor access); amending Chapter 17.09, Parking and Loading, Sections 17.09.020.05.B, 17.09.020.09.D, and 17.09.020.09.D to address parking requirements for ADU's. **ACTION ITEM.***

[6:18:58 PM](#) Horowitz introduced project and provided brief history of proposed changes. Horowitz explained City Council directed her department that this is a high priority. Horowitz moved to page 5 of the ADU Staff Report that summarized what was heard at the last workshop. Horowitz explained that they hope to have a design review process that is more affordable. Horowitz explained thought is to have review process by staff and Chair but has the ability to route to Planning and Zoning. Horowitz confirmed will need to be sure to have an appeal options. Horowitz stated no change to ADU's within Old Hailey. Horowitz went on to discuss parking and occupancy requirements. Horowitz provided some information on current short term rentals within city limits.

[6:26:08 PM](#) Chair Fugate asked Simms to provide an overview of the regulation of short term rentals. Simms explained the statute 67-6539 that essentially prohibits City and County from prohibiting short term rentals.

[6:28:02 PM](#) Stone asked if subordinate to the site and compatible with scale of site. Horowitz explained difficulty in defining those terms other than how you regulate height and mass. Stone asked if lot size would matter. Horowitz confirmed, showing proposed table. Stone confirmed that other than old town these would be reviewed by staff, the chair and one commissioner. Stone asked Simms if believe telling home owners that they can only rent out one of their properties, that that is enforceable and defendable. Simms stated he would endeavor to defend and believes he would succeed, presuming the right Findings of Fact are made by this Body as well as City Council. Simms added that the 1200 square feet gross floor area is the maximum allowed with in the county as well.

[6:31:36 PM](#) Pogue complimented the staff and how this is important to the city. Pogue wants to be sure the commission does not lose sight of unintended consequences of their decision, wants to be sure they think through all the things.

[6:32:46 PM](#) Smith agrees with Pogue. Smith explained that need to think carefully about these things. Smith referred to public comment, stating the better definition provided the easier it will be for people to feel confident. Smith suggested changes to storage to unit size ratio.

[6:35:17 PM](#) Scanlon agrees with other commissioners and staff. Scanlon believes ADUs are a very efficient infill for the community but also aware those in LR 1 and 2 appreciate having a little more elbow room. Scanlon appreciates Flannes comment, noting gross floor area and setbacks.

[6:37:09 PM](#) Horowitz explained concern on setbacks, that if have a 20' setback pushing building into center and will get taller buildings. Bundy agreed. Simms explained also considered other availabilities of screening.

[6:38:54 PM](#) Chair Fugate asked if the maximum gross floor area should be related to the principal building instead of the lot size. Horowitz explained they had not discussed that and asked for input from Bundy and Bliss. Bundy explained would not want to encourage a large main house in order to have a larger ADU. Horowitz noted section that does limit size by main house. Bundy discussed past conversations regarding ranch houses and that there are other ways to be subordinate. Bundy explained talked about this at length as would not want to preclude ranch houses. Chair Fugate asked if Bundy is saying ranch style homes should be allowed to have a two story ADU. Bundy confirmed as they are allowed to add a second story. Bundy went on to explain did not want to preclude a certain style.

[6:42:25 PM](#) Chair Fugate asked if there is a minimum number of parking spaces. Horowitz explained intent is to have at least 1 space per unit. Smith asked if should tie the number of parking spaces to number of bedrooms with the ADUS so do not end up with conflicts. Chair Fugate agreed. Horowitz confirmed if majority wanted to incorporate that it could be incorporated.

[6:46:19 PM](#) Stone asked if there is a limitation on bedrooms. Horowitz stated that is not included now but could be added. Staff and Commission discussed parking and bedroom limits.

[6:48:03 PM](#) Simms suggested to have a plan that would provide for parking and snow storage not necessarily on private property. Horowitz added that if the ADU has more than one bedroom that there could be a parking space off the street but within the right of way. Simms confirmed but it would be up to the applicant to provide that with the application.

[6:50:57 PM](#) Horowitz turned floor to Bundy to discuss height and size. Bundy explained proposed height limits – lower than the main building and that it should help mitigate height concerns. Bundy went on to explain if the ADU is part of the main structure, the zoning height would apply. Scanlon suggested for setbacks to use 1.5' to 1. Horowitz and Bundy believe that could work.

[6:54:43 PM](#) Horowitz went on to discuss the size limits of the ADU's and lot size. Chair Fugate believes should leave Townsite Overlay alone for now. All Commissioners agree. Chair Fugate asked if 66% is a good number. Stone thinks it makes sense. Stone expressed

concern not having enough parking. Commissioners continued to discuss parking. Scanlon asked if know typical use of ADUs. Horowitz explained we do not have a way to engage this, and does not have a good feel on how these are being used. Scanlon asked Simms is that is permitted. Simms explained why he does not believe it is the city's business anything about the demographics of the residential unit. Simms stated the number of bedrooms is an appropriate basis for parking. Stone asked staff if would foresee parking strangling the capability of people applying. Horowitz does not believe so.

[7:02:08 PM](#) Horowitz asked how commissioners are feeling about ADU size. Pogue believes 1200 square feet is to large, suggesting limit number of bedrooms and max to either 900 or 1000 square feet. Smith agrees with Pogue. Smith that thinks 1000 square feet would be a viable amount of space and why. Chair Fugate asked if have 1200 square feet how large is the main house. Bundy confirmed it would be 1800 square feet. Chair Fugate thinks need to lower maximum gross floor area or lower the percentage. Stone thinks should lower max square feet. Scanlon asked if could build some flexibility where could tie number of bedrooms and parking spaces together. Commission and staff discussed options. Horowitz suggested a maximum bedroom size subject to a review of a site plan. Horowitz explained does not want to set a vague parking requirement, she thinks the parking requirement should be very straight forward. Smith agrees, explained how he felt blindsided when a project came up with 4 bedrooms in the DRO.

[7:07:22 PM](#) Simms agrees with Smith. Simms explained simplest way to accomplish this to him is to have maximum of two bedrooms and maximum of 1000 square feet. Horowitz confirmed max of two bedrooms, scale back form 1000 square feet and associated parking.

[7:09:22 PM](#) Stone asked how the design review requirements would be determined. Horowitz explained proposed review would include review of parking and bulk requirements. Horowitz clarified would not be reviewing color. Chair Fugate and Horowitz discussed option to route controversial ADUs up to the board.

[7:10:01 PM](#) Chair Fugate asked about max lot coverage. Horowitz confirmed 40% allowed in townsite. Bundy explained 40% is low on city lots, there is a lot of open space around homes within the city. Bundy's concern is if limit lot coverage going to drive the buildings up.

[7:11:20 PM](#) Stone asked what the height plan is. Bundy explained height would be limited to 2' shorter than max height permitted within that zone if above the garage and one story would be limited to 18'. Stone asked if had ranch style home and wanted a little two-story narrow bungalow that is not attached to the main home, would that be allowed. Horowitz explained no, only two story ADU allowed is if it is over garage. Stone asked if someone does have a large garage, that maybe there could a be a stipulation that could match the square footage of the garage. Horowitz stated they had discussed that and thought it could have an unintended consequence. Bundy explained standard size of two car and three car garages. Staff and Commission continued to discuss ADUs over garages.

[7:16:11 PM](#) Chair Fugate opened public comment.

[7:16:41 PM](#) Bill Amaya, he has a home on Shoshone north of the Cemetery. He is impressed with what he is seeing and would like to see this take place. Amaya thinks concern of parking is spot on. Amaya stated he and his wife are both in favor.

[7:17:57 PM](#) Dan Bestie, agrees with Amaya, sent letter into to commissioners. Has several questions – 1) when will a more finalized ordinance be available to the public and where will it be at. Any estimates on when the board will vote on this? 2) Does an ADU use existing water sewer services or is a new connection needed? 3) If put an ADU with its own garage, is that considered part of the ADU? Agrees with the 1 bedroom to 1 car onsite parking. Bestie believes the setbacks need to be looked at more carefully. Bestie agrees with the 1000 square foot maximum, 2-bedroom maximum assignment. Bestie asked if could clarify no two story ADUs allowed, that it could limit a lot of properties. Bestie asked if there will be other opportunities it put input in on this process.

[7:22:04 PM](#) Chair Fugate closed public comment.

[7:22:16 PM](#) Horowitz explained staff can have a draft ready in two weeks, that the 1st hearing of November is rather full so would be 2nd hearing of November or first hearing in December. Horowitz clarified limits on two story ADUs. Yeager suggested ADUs pay an additional connection fee and why.

[7:25:08 PM](#) Chair Fugate asked commissioners if need to see it again or if should pass to City Council with adjustments made. Commission and staff discussed proposed changes.

[7:26:36 PM](#) Bundy discussed flood plain, explaining that it does not preclude these and applicable regulations. Bundy believes should add a note in this ordinance that any new or converted living space should be elevated to free board. Bundy stated the subdivision portion of the ordinance would not be applicable. Commissioners agreed that should be included.

[7:27:36 PM](#) Horowitz stated if choose to send it on, will see a final draft with the Findings of Fact. Simms agreed. Commission discussed sending it on. Pogue is concerned with the public not having enough time to see the changes and get back to them. Smith agrees with Pogue and would like to make sure not only public but they also have full time to review. Stone is in agreement. Scanlon agrees, should continue it.

[7:31:01 PM](#) Commission and staff discussed possibility of putting this on the first meeting of November.

Continuation:

[7:32:45 PM](#) Stone motioned to continue the Accessory Dwelling Discussion public hearing to November 2, 2020. Smith seconded. All in Favor.

Staff Reports and Discussion

SR 1 Discussion of current building activity, upcoming projects, and zoning code changes.

SR 2 Discussion of the next Planning and Zoning meeting: **November 2, 2020**

- CUP: Freedom Bible Church
- CUP: Albertsons
- CUP: UPS

[7:33:43 PM](#) Horowitz summarized described upcoming projects for next hearing.

Commissioners complimented staff on creative idea to save Forest Service Building.

[7:37:15 PM](#) Scanlon motioned to adjourn. **Pogue seconded. All in Favor.**

Return to Agenda

FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On October 19, 2020, the Hailey Planning and Zoning Administrator considered and approved a Design Review Application by the City of Hailey Public Works Department to relocate the US Forest Service Warehouse Building from Lots 13, 14A and 20A, Block 20, Hailey Townsite (308 South River Street), to the City Street Shop, Lot 5, Block 4, Airport West Subdivision #1 (1811 Merlin Loop). The proposal is to repurpose the building as a commodity building, where it will store goods and materials.

Notice: Notice for the public hearing was published in the Idaho Mountain Express on September 30, 2020 and mailed to public agencies, and to property owners within 300 feet on September 29, 2020.

Application: The City of Hailey Public Works Department is proposing to relocate the 2,628 square foot USFS Warehouse Building to the City Streets Shop at 1811 Merlin Loop (Lot 5, Block 4, Airport West Subdivision #1). The building would be relocated to the northwestern corner of the parcel and within the street yard, as shown in the image below.



Over the last year, City of Hailey Staff and the Hailey Arts and Historic Preservation Commission have actively pursued various options in assisting with the relocation of the US Forest Service Warehouse Building, currently located at 308 South River Street. This building has historical significance for the Hailey community, and the Commission and the City Council desire to retain it in new location.

Since the receipt of notice from the property owners to remove the building, Contract for Architectural Services have been entered into, advertisements have been published and internal discussions have been conducted.

Errin Bliss of Bliss Architecture laid out three options (renderings attached) for City consideration:

Option 1: Demolish the eastern section of the building and salvage/relocate the west portion of the building to Roberta McKercher Park. This is not preferred by the City.

Option 2: Demolish the entire building and only salvage/repurpose the most historically unique elements (i.e., windows, doors, flooring, etc.). Based on preliminary estimates, the relocation, redesign, and probable site construction with minimal building improvements to relocate the building to Roberta McKercher Park, costs are approximately \$280,000. This estimate has proven to be a barrier in successfully relocating the building.

Option 3: Relocate the entire structure to Streets Department Equipment Yard at 1811 Merlin Loop. With this option, the building would return to its original purpose – the storing of goods and materials that require protection from the elements, to be used as a ‘Commodity Building’. By allowing the Public Works Department to do so, The Warehouse Building would be relocated to the northwestern boundary of the site and displayed in such a way for the public to see the historical features (large white and green barn doors). The building would straddle the property line between the Street Shop and Parcel A, open space, to allow better public visibility from Broadford Road. Initial cost estimates show that the relocation work can be completed for between \$100,00 and \$150,000. A new building, of comparable size, would cost \$255,612. It is more affordable for the City to repurpose the Warehouse Building than to build a new building from scratch.

City Staff and the Hailey Arts and Historic Preservation Commission (HAHPC) met on September 10, 2020 to discuss the Public Works proposal. The Commission voted and unanimously approved the Public Works Department offer to relocate the building to the Streets Department Equipment Yard at 1811 Merlin Loop in Airport West Subdivision. The Council concurred with this recommendation on September 28, 2020. It is hoped that the building can be relocated this fall, before snow season.

Procedural History: The Application was submitted on October 9, 2020 and certified complete on October 9, 2020. A public hearing before the Planning and Zoning Commission for approval or denial of the project was held on October 19, 2020, virtually and in the Hailey City Council Chambers.

General Requirements for all Design Review Applications				
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"/>	17.06.050	Complete Application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Department Comments	Engineering: <i>No comments</i>
				Life/Safety: <i>No comments</i>
				Water and Sewer: <i>No comments</i>

				Building: No comments
				Streets: No comments
				City Arborist: No comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.08A Signs	17.08A Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.
			<i>Staff Comments</i>	<i>No signage is proposed at this time; however, any signage exceeding four square feet will need to be accompanied by a Sign Permit Application and be approved prior to installation.</i>
				<i>The Commission found that this standard has been met.</i>
<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.
			<i>Staff Comments</i>	<i>The Hailey Streets Shop and onsite parking area are existing. Parking is located to the rear (south) and side (west) of the building. The existing building is approximately 4,780 square feet in size, which requires four (4) parking spaces. Four (4) additional parking spaces are required, as this is a Public Services facility.</i>
				<i>Additionally, warehouse and storage facilities are required to provide at least one (1) parking space for every thousand (1,000) square feet. The USFS Warehouse Building is approximately 2,628 square feet in size; therefore, two (2) additional onsite parking spaces are required, or a total of ten (10) onsite spaces are required.</i>
				<i>Twenty-four (24) onsite parking spaces are existing and have been provided, which includes two (2) accessible spaces.</i>
				<i>The Commission found that all parking requirements have been met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.09.040.06: Excess of Permitted Parking	A. Approval Required: No use shall provide on-site parking for more than two hundred percent (200%) of the number of spaces required by this chapter unless permitted by specific action of the commission. Applications for parking in excess of that normally permitted will be heard by the commission as part of other applications, or, where no other application is pertinent, under the notice and hearing procedures set forth for design review.
			<i>Staff Comments</i>	<i>N/A, as parking is existing.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.08C.040 Outdoor Lighting Standards	17.08C.040 General Standards <ol style="list-style-type: none"> a. All exterior lighting shall be designed, located and lamped in order to prevent: <ol style="list-style-type: none"> 1. Overlighting; 2. Energy waste; 3. Glare; 4. Light Trespass; 5. Skyglow. b. All non-essential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes. c. Canopy lights, such as service station lighting shall be fully recessed or fully shielded so as to ensure that no light source is visible from or causes glare on public rights of way or adjacent properties. d. Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires.

				<p>e. Idaho Power shall not install any luminaires after the effective date of this Article that lights the public right of way without first receiving approval for any such application by the Lighting Administrator.</p>
			<i>Staff Comments</i>	<i>The Applicant will install Dark Sky compliant, downcast and low wattage fixtures. A fixture sample has been submitted. The Commission found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bulk Requirements	SCI - Industrial (SCI-I) Zoning District:
			<i>Staff Comments</i>	<ul style="list-style-type: none"> - Building Height: <ul style="list-style-type: none"> o Required Building Height: 35' o Proposed Building Height: ~21' - Setbacks: <ul style="list-style-type: none"> o Required Setbacks: o Front Yard: 10' o Side Yards: 10' o Rear Yard: 10' o Proposed Setbacks: o Front Yard: 10' o Side Yard (south): 10'+ o Side Yard (north): 20'+ o Rear Yard: 10'+ <p><i>The Commission found that all setback and building height requirements have been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.070(A)1 Street Improvements Required	Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.
			<i>Staff Comments</i>	<p><i>An existing five (5') foot wide sidewalk runs the length of the property along Merlin Loop. No other sidewalks are existing and/or are necessary at this time. All grading and drainage proposed is on private property.</i></p> <p><i>The Commission found that this standard has been met.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.070(B) Required Water System Improvements	In the Townsite Overlay District, any proposal for new construction or addition of a garage accessing from the alley, where water main lines within the alley are less than six (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.
			<i>Staff Comments</i>	<i>N/A, as this project is not within the Townsite Overlay (TO) Zone District.</i>

Design Review Requirements for Non-Residential, Multifamily, and/or Mixed-Use Buildings within the City of Hailey

1. Site Planning: 17.06.080(A)1, items (a) thru (n)


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)1a	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
			<i>Staff Comments</i>	<p><i>The Streets Shop is existing. The relocation of the USFS Warehouse Building would place the building parallel to Broadford Road. The longest wall planes of the proposed units are oriented east/west; the proposed project is intended for warehouse and storage purposes only.</i></p> <p><i>The Commission found that this standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1b	b. All existing plant material shall be inventoried and delineated, to scale, and noted whether it is to be preserved, relocated or removed. Removal of trees larger than 6-inch caliper proposed to be removed require an arborist review. Any tree destroyed or mortally injured after previously being identified to be preserved, or removed without authorization, shall be replaced with a species of tree found in the Tree Guide and shall be a minimum of 4-inch caliper.
			<i>Staff Comments</i>	<p><i>Mature landscaping exists within Parcel A. Trees and landscaping will need to be removed to accommodate for the relocation of the warehouse building. A Landscape Plan will be provided and shall be approved by the Chair at a future date, yet to be determined. This has been made a Condition of Approval.</i></p> <p><i>The Commission found that this standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1c	c. Site circulation shall be designed so pedestrians have safe access to and through the site and to building.
			<i>Staff Comments</i>	<p><i>Site circulation has been designed to keep vehicular access and parking onsite. An existing five (5') foot wide sidewalk runs the length of the property along Merlin Loop, where pedestrian traffic can safely navigate around the site.</i></p> <p><i>Additionally, a grass path exists within Parcel A. This path will remain and be reconfigured around the building. It is the City's hope that this path will be paved in the near future, but for now, will remain as is, a grass path.</i></p> <p><i>The Commission found that this standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1d	d. Building services including loading areas, trash storage/pickup areas and utility boxes shall be located at the rear of a building; the side of the building adjacent to an internal lot line may be considered as an alternate location. These areas shall be designed in a manner to minimize conflict among uses and shall not interfere with other uses, such as snow storage. These areas shall be screened with landscaping, enclosures, fencing or by the principal building.
			<i>Staff Comments</i>	<p><i>All loading and unloading zones are existing and have been screened by a landscape buffer on Parcel A. Parcel A is 40'-wide and an additional 10'-wide landscape easement also exists, which provides a 50'-wide landscape buffer adjacent Broadford Road. Mature landscaping exists within Parcel A. That said, trees and/or other landscaping will need to be removed in order to position the warehouse building in the proposed location. Though Planning Staff believes that the area is densely populated with trees and other landscaping, a Landscape Plan will be provided and shall be approved by the Chair at a future date, yet to be determined. This has been made a Condition of Approval.</i></p> <p><i>The Commission found that this standard has been met.</i></p>
			17.06.080(A)1e	e. Where alleys exist, or are planned, they shall be utilized for building services.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Staff Comments</i>	<i>N/A, as no alleys exist or are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)1f	f. Vending machines located on the exterior of a building shall not be visible from any street.
			<i>Staff Comments</i>	<i>N/A</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1g	g. On-site parking areas shall be located at the rear of the building and screened from the street. Parking and access shall not be obstructed by snow accumulation. (NOTE: If project is located in Airport West Subdivision, certain standards may apply that are not listed here. See code for details.) <ul style="list-style-type: none"> i. Parking areas located within the SCI zoning district may be located at the side or rear of the building. ii. Parking areas may be considered at the side of buildings within the B, LB, TI and LI zoning districts provided a useable prominent entrance is located on the front of the building and the parking area is buffered from the sidewalk adjacent to the street.
			<i>Staff Comments</i>	<i>Please refer to Section 17.09.040 above for further details.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1h	h. Access to on-site parking shall be from the alley or, if the site is not serviced by an alley, from a single approach to the street to confine vehicular/pedestrian conflict to limited locations, allow more buffering of the parking area and preserve the street frontage for pedestrian traffic.
			<i>Staff Comments</i>	<i>No alleys are existing and/or are proposed. Access can be achieved from a single approach, which is off of Merlin Loop.</i> <i>The Commission found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1i	i. Snow storage areas shall be provided on-site where practical and sited in a manner that is accessible to all types of snow removal vehicles of a size that can accommodate moderate areas of snow.
			<i>Staff Comments</i>	<i>There is a 10'-wide Snow Storage Easement located inside the property line along Merlin Loop. This easement runs the length of the property line. It is existing and has been previously utilized for snow storage.</i> <i>Snow storage is also located to the south of the employee parking area, which is approximately 32,000 square feet. This area measures approximately 12,000 square feet, which is greater than 25% (8,000 sq. ft. is required) of the improved parking, vehicle and pedestrian circulation areas.</i> <i>Snow storage areas are practical and do not impact vehicular or pedestrian traffic.</i> <i>The Commission found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1j	j. Snow storage areas shall not be less than 25% of the improved parking and vehicle and pedestrian circulation areas.
			<i>Staff Comments</i>	<i>See Standard (i) above.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1k	k. A designated snow storage area shall not have any dimension less than 10 feet.
			<i>Staff Comments</i>	<i>The proposed snow storage area is greater than 10'-wide. The Commission found that this standard has been met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)1l	l. Hauling of snow from downtown areas is permissible where other options are not practical.
			<i>Staff Comments</i>	<i>N/A, as this parcel is not located downtown.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1m	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.

			Staff Comments	<i>Snow storage areas do not impede parking or pedestrian areas. The Commission found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1n	n. Snow storage areas shall be landscaped with vegetation that is salt-tolerant and resilient to heavy snow.
			Staff Comments	<i>Snow storage areas are shown in grass landscape areas. The Commission found that this standard has been met.</i>


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	a. The proportion, size, shape and rooflines of new buildings shall be compatible with surrounding buildings. Staff Comments <i>The proposal is to relocate the USFS Warehouse Building from 308 South River Street to 1811 Merlin Loop, which is located in the SCI – Industrial (SCI-I) Zone District. The intent is to repurpose the building as a warehouse building; to store goods and materials by the City Streets Department.</i>  <i>Originally, the building was designed as a warehouse building and is industrial in nature. The building includes historically significant elements (i.e., green and white barn doors, original windows, metal roof) that the Streets Department hopes to retain. The building would return to its original purpose and is complementary to other buildings in the area.</i> <i>The Commission found that this standard has been met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2b	b. Standardized corporate building designs are prohibited. Staff Comments <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	c. At ground level, building design shall emphasize human scale, be pedestrian oriented and encourage human activity and interaction.

			Staff Comments	<i>The building features street-level material changes. The green and white barn doors will face Broadford Road to emphasize human scale. Small windows and vertical siding are also existing, which help reduce the mass of the building.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2d	<p>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.</p> <p>Staff Comments <i>The front façade of the building will face Broadford Road. Windows and the historical green and white barn doors will be visible from Broadford Road. Large bay doors will face interior to the lot for utilization by the City Streets Department. The front façade incorporates windows and barn doors, vertical siding and a single-pitched metal roof. The scale and design components complement the surrounding area nicely.</i></p> <p><i>The Commission found that this standard has been met.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2e	<p>e. Any addition onto or renovation of an existing building shall be designed to create a cohesive whole.</p> <p>Staff Comments <i>No plans for future additions or renovations are planned.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2f	<p>f. All exterior walls of a building shall incorporate the use of varying materials, textures and colors.</p> <p>Staff Comments <i>The building is existing and will be relocated to 1811 Merlin Loop. All existing materials will remain the same: green and white barn doors, white vertical siding, small exterior windows, and metal roof. Bay doors will be added to the east elevation for functionality and ease of use by the City Streets Department.</i></p> <p><i>The Commission found that this standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2g	<p>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.</p> <p>Staff Comments <i>The USFS Warehouse Building is existing and will be relocated to the Streets Equipment Yard at 1811 Merlin Loop. Where possible, the exterior materials will remain the same, unless materials are determined to be inadequate or are not structurally sound. Exterior materials to be retained include:</i></p> <ul style="list-style-type: none"> - Green and white barn doors - Windows, doors, and trim - Green metal roof - White Vertical Siding <div style="text-align: right;">  <p>PROPOSED WEST ELEVATION SCALE: 1/4" = 1'-0"</p> </div> <p><i>The Commission found that this standard has been met.</i></p>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2h	h. Flat-roofed buildings over two stories in height shall incorporate roof elements such as parapets, upper decks, balconies or other design elements.
			<i>Staff Comments</i>	<i>N/A, as the warehouse building does not have a flat roof and is single story in height.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2i	i. All buildings shall minimize energy consumption by utilizing alternative energy sources and/or passive solar techniques. At least three (3) of the following techniques, or an approved alternative, shall be used to improve energy cost savings and provide a more comfortable and healthy living space: i) Solar Orientation. If there is a longer wall plane, it shall be placed on an east-west axis. A building's wall plane shall be oriented within 30 degrees of true south. ii) South facing windows with eave coverage. At least 40% of the building's total glazing surface shall be oriented to the south, with roof overhang or awning coverage at the south. iii) Double glazed windows. iv) Windows with Low Emissivity glazing. v) Earth berming against exterior walls vi) Alternative energy. Solar energy for electricity or water heating, wind energy or another approved alternative shall be installed on-site. vii) Exterior light shelves. All windows on the southernmost facing side of the building shall have external light shelves installed.
			<i>Staff Comments</i>	<i>Due to the nature of the project, being a warehouse building, and having no conditioned space, energy consumption is minimal.</i> <i>The Commission found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2j	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.
			<i>Staff Comments</i>	<i>Snow clips are existing over pedestrian entrances; however, will be further modified to prevent ice and/or snow from sliding off. It is anticipated that downspouts and gutters will be installed.</i> <i>The Commission found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2k	k. Downspouts and drains shall be located within landscape areas or other appropriate locations where freezing will not create pedestrian hazards.
			<i>Staff Comments</i>	<i>It is anticipated that downspouts and gutters will be installed. Downspouts will be piped underground to water retention areas, and will incorporate heat tape to prevent freezing at the ground to air transition areas.</i> <i>The Commission found that this standard has been met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2l	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).
			<i>Staff Comments</i>	<i>N/A, as no vehicle canopies or covered areas are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2m	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 Article 8.
			<i>Staff Comments</i>	<i>N/A, as no signage is proposed at this time; therefore, a Master Sign Plan is not required at this time.</i>

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 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 planned.</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> N/A, as no accessory structures are planned.</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> No new walls or fences are proposed. That said, there is an existing fence around the Streets Yard. Upon placement of the USFS Warehouse Building, the fence where the building will be located to will be removed. The fence will connect to the south and north sides of the warehouse building, but will not go around the building to the west, so as to retain visibility of the building for public use.</p>  <p><i>The Commission found that this standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3d	<p>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.</p>

			Staff Comments	<i>Please refer to Section 17.06.080(A)3c noted above. The fencing is existing and does not dominate the existing buildings or landscaping. Landscaping is located in front of the fence to soften the visual impact.</i> <i>The Commission found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3e	e. All roof projections including, roof-mounted mechanical equipment, such as heating and air conditioning units, but excluding solar panels and Wind Energy Systems that have received a Conditional Use Permit, shall be shielded and screened from view from the ground level of on-site parking areas, adjacent public streets and adjacent properties.
			Staff Comments	<i>No roof or ground mounted mechanical equipment are proposed. All utilities/services to be installed underground.</i> <i>The Commission found that this standard has been met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)3f	f. The hardware associated with alternative energy sources shall be incorporated into the building's design and not detract from the building and its surroundings.
			Staff Comments	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3g	g. All ground-mounted mechanical equipment, including heating and air conditioning units, and trash receptacle areas shall be adequately screened from surrounding properties and streets by the use of a wall, fence, or landscaping, or shall be enclosed within a building.
			Staff Comments	<i>No roof or ground mounted mechanical equipment are proposed. All utilities/services to be installed underground.</i> <i>The Commission found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3h	i. All service lines into the subject property shall be installed underground.
			Staff Comments	<i>All service lines will be underground. The Commission found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3i	j. Additional appurtenances shall not be located on existing utility poles.
			Staff Comments	<i>No appurtenances will be permitted on poles. The Commission found that this standard has been met.</i>

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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4a	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.
			Staff Comments	<i>Landscaping is existing. The parcel contains an upper bench and a lower bench. Plantings and landscaping for the upper and lower benches, approved in May 2003, include: Hackberry, Quaking Aspen, Scotch Pine, Ponderosa Pine, Vine Maple, Mountain Ash and Russian Olive.</i> <i>In addition to the trees, a mix of five (5) gallon shrubs (Staghorn Sumac, Pumilio Mugo Pine, McKay's White Potentilla and Snowberry) have also been planted.</i> <i>No additional landscaping is proposed at this time. That said, any removal of trees larger than six-inch (6") caliper shall be replaced elsewhere onsite or within Parcel A. This has been made a Condition of Approval.</i>

				<i>The Commission found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4b	b. All plant species shall be hardy to the Zone 4 environment.
			<i>Staff Comments</i>	<i>Landscaping exists and plant materials are hardy to Zone 4. The Commission found that this standard has been met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4c	c. At a minimum, a temporary irrigation system that fully operates for at least two complete growing seasons is required in order to establish drought tolerant plant species and/or xeriscape specific plant materials. Features that minimize water use, such as moisture sensors, are encouraged.
			<i>Staff Comments</i>	<i>N/A, as landscaping and irrigation exist.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4d	d. Landscaped areas shall be planned as an integral part of the site with consideration of the urban environment. A combination of trees shrubs, vines, ground covers and ornamental grasses shall be used. New landscaped areas having more than 10 trees, a minimum of 10% of the trees shall be at least 4-inch caliper, 20% shall be at least 3-inch caliper, and 20% shall be at least 2½ inch caliper and a maximum of 20% of any single tree species may be used in any landscape plan (excluding street trees). New planting areas shall be designed to accommodate typical trees at maturity. Buildings within the LI and SCI-I zoning district are excluded from this standard.
			<i>Staff Comments</i>	<i>Please refer to Section 17.06.080(A)4a for further details.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4e	e. Seasonal plantings in planter boxes, pots, and/or hanging baskets shall be provided to add color and interest to the outside of buildings in the LI and SCI-I zoning districts.
			<i>Staff Comments</i>	<i>N/A, as the proposed project is not the primary structure on this parcel. Seasonal plantings in planter boxes, pots and/or hanging baskets have been provided at the primary building, the Streets Shop off of Merlin Loop. The warehouse building will be located within the Streets Equipment Yard, which is not seen by the public. City Staff does not believe requiring seasonal plantings at this building is necessary or appropriate. The Commission agreed and found this standard has been met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4f	f. Plantings for pedestrian areas within the B, LB, TN and SCI-O zoning districts shall be designed with attention to the details of color, texture and form. A variety of trees, shrubs, perennials, ground covers and seasonal plantings, with different shapes and distinctive foliage, bark and flowers shall be used in beds, planter boxes, pots, and/or hanging baskets.
			<i>Staff Comments</i>	<i>N/A, as the proposed project is not located within the B, LB, TN or SCI-SO Zoning Districts.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4g	g. Storm water runoff should be retained on the site wherever possible and used to irrigate plant materials.
			<i>Staff Comments</i>	<i>Runoff will be located within the landscaped/parking areas and is directed to drywells. The Commission found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4h	h. A plan for maintenance of the landscaping areas is required to ensure that the project appears in a well-maintained condition (i.e., all weeds and trash removed, dead plant materials removed and replaced).
			<i>Staff Comments</i>	<i>The Owner will be responsible for maintaining plant material in a healthy condition. The Commission found that this standard has been met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4i	i. Retaining walls shall be designed to minimize their impact on the site and the appearance of the site.
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4j	j. Retaining walls shall be constructed of materials that are utilized elsewhere on the site, or of natural or decorative materials.
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are proposed.</i>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4k	k. Retaining walls, where visible to the public and/or to residents or employees of the project, shall be no higher than four feet or terraced with a three-foot horizontal separation of walls.
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4l	l. Landscaping should be provided within or in front of extensive retaining walls.
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4m	m. Retaining walls over 24" high may require railings or planting buffers for safety.
			<i>Staff Comments</i>	<i>N/A, as no retaining walls are proposed.</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 proposed.</i>

Additional Design Review Requirements for Non-Residential Buildings Located within LI, SCI, TI or A Zoning Districts

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(C)1a	a. Adjoining parcels shall be considered when planning building configuration, vehicular circulation and access, parking, and drainage.
			<i>Staff Comments</i>	<i>The majority of the surrounding parcels have been developed. Vehicular circulation and site planning exist and allow for successful site circulation, which prevents traffic congestion.</i>
				<i>The Commission found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(C)1b	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.
			<i>Staff Comments</i>	<i>Parking configuration and location allow for easy vehicular movement and access. The Commission found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(C)2c	c. Vehicle circulation, parking and loading shall not block pedestrian access ways.
			<i>Staff Comments</i>	<i>Vehicular and pedestrian circulation, parking and loading areas do not impact pedestrian access ways. The Commission found that 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.**

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 Zoning Ordinance and City Standards.**

DECISION

The Design Review Application by the City of Hailey Public Works Department to relocate the US Forest Service Warehouse Building from Lots 13, 14A and 20A, Block 20, Hailey Townsite (308 South River Street), to the City Street Shop, Lot 5, Block 4, Airport West Subdivision #1 (1811 Merlin Loop), 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 (j) 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 Zoning Ordinance 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) Construction parking shall be on private property and not within the City Right-of-Way nor the edge of the road.
- e) Any and all ground-mounted equipment shall be screened from view of surrounding properties.
- f) All new and existing exterior lighting shall comply with the Outdoor Lighting Ordinance.
- g) 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.
- h) 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.
- i) This Design Review approval is valid contingent upon approval by the Airport West Design Review Board.
- j) The Landscape Plan shall be approved by the Planning and Zoning Chair prior to issuance of a Building Permit.

Signed this ____ day of _____, 2020.

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 November 2, 2020

To: Hailey Planning & Zoning Commission

From: Robyn Davis, Community Development City Planner

Overview: Consideration of a Conditional Use Permit submitted by Freedom Bible Church to hold assemblies on Sundays, and to use the location for small gatherings, support groups and/or meetings throughout the week. Freedom Bible Church is seeking approval to occupy the space at 513 North Main Street (Lots 1-5, North ½ of Lot 6, Block 65, Hailey Townsite) within the Business (B), Downtown Residential Overlay (DRO) and Townsite Overlay (TO) Zoning Districts.

Hearing: November 2, 2020

Applicant: Freedom Bible Church

Location: Lots 1-5, North ½ of Lot 6, Block 65, Hailey Townsite (513 North Main Street)

Zoning: Business (B), Townsite Overlay (TO) and Downtown Residential Overlay (DRO) Zoning Districts

Notice: Notice for the public hearing was published in the Idaho Mountain Express on October 14, 2020, and mailed to adjoining property owners on October 13, 2020. The notice was posted to the property on October 23, 2020.

Application: The Applicant is requesting approval for a Conditional Use Permit to hold assemblies on Sunday, and to use the location for small gatherings, support groups and/or meetings throughout the week. Such classes or meeting include, but are not limited to: Financial Peace University, Calm Parenting Classes, and Alcoholics Anonymous.

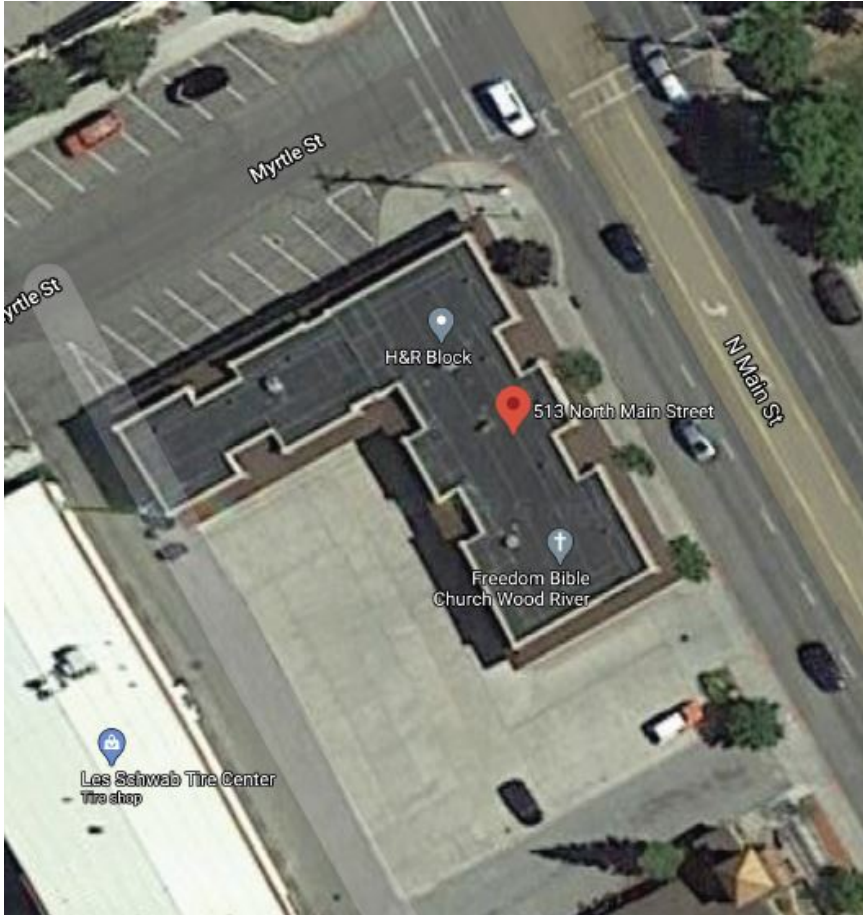
Per the Applicant, “We intend to use the property as a location where people can go to get support, to learn and to grow in their life journey”.

Pursuant the Hailey Municipal Code, Section 17.05.040: District Use Matrix, churches located within the Business (B) Zone District are required to have an active Conditional Use Permit.

Procedural History: The Conditional Use Permit Application was submitted on September 23, 2020, and certified complete on September 28, 2020. A public hearing before the Planning and Zoning Commission for approval or denial of the project will be held on November 2, 2020 in the Hailey City Council Chambers and virtually via GoToMeeting.

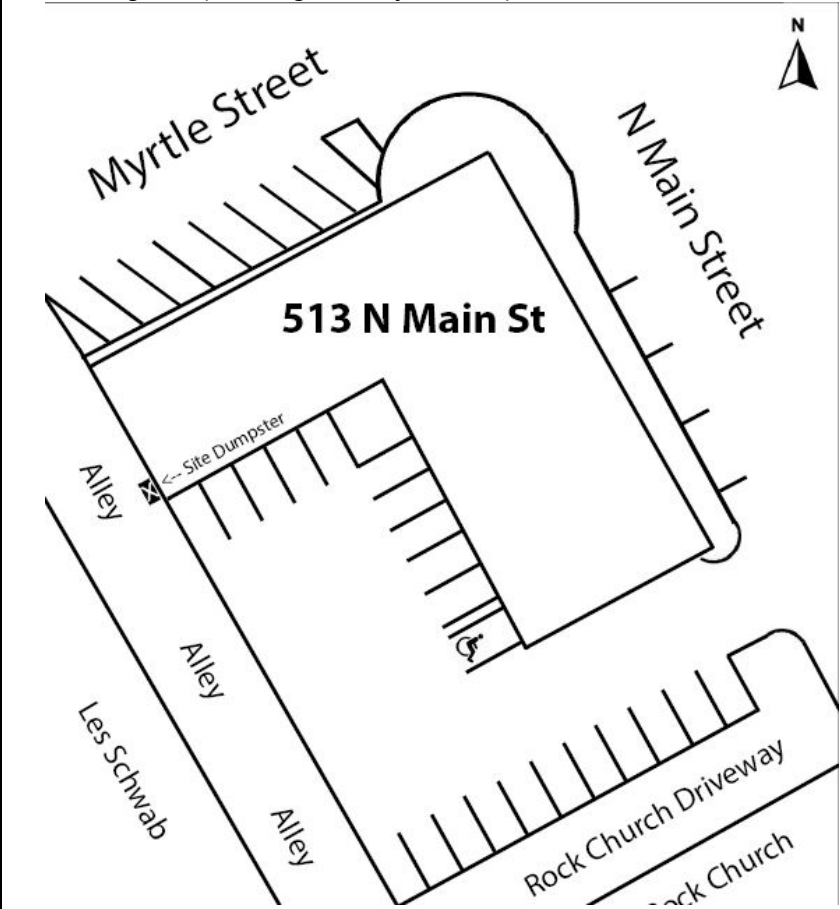
General Requirements for all Conditional Use Permits				
Compliant			Standards and Commission Findings	
Yes	No	N/A	City Code	City Standards and <i>Commission Findings</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.020	Complete Application: 17.11.020 The application shall include at least the following information: <ul style="list-style-type: none"> a. Name, address, and phone number of the applicant. b. Proof of interest in the subject property by the applicant, such as a deed, contract of sale, option to purchase, or lease agreement. c. Legal description of the subject property, including street address. d. Description of existing use. e. Zoning district of subject property. f. Description of proposed conditional use. g. A plan of the proposed site for the conditional use showing the location of all buildings, parking and loading areas, traffic access and traffic circulation, open spaces, easements, existing and proposed grade, energy efficiency considerations, landscaping, exterior lighting plan as required by Article VIII B of this Ordinance, refuse and service areas, utilities, signs, property lines, north arrow, and rendering of building exteriors, where applicable. h. A narrative statement evaluating the effects on adjoining property, the effect of such elements as noise, glare, odor, fumes, and vibration on adjoining property. i. A narrative statement identifying surrounding land uses and discussing the general compatibility of the proposed use with adjacent and other properties in the district. j. A narrative discussion of the relationship of the proposed use to the Comprehensive Plan. k. A list of the names and addresses of all property owners and residents within three hundred (300) feet of the external boundaries of the land being considered. l. Any other information as requested by the Administrator to determine if the proposed conditional use meets the intent and requirements of this Article. m. A fee established in a separate ordinance approved by the Council.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Department Comments	Engineering: <i>No comments</i> Life/Safety: <i>No comments</i> Water and Sewer: <i>No comments</i> Building: <i>No comments</i> Streets: <i>No comments</i> Parks: <i>No comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.08A Signs	17.08A Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.

			Staff Comments	<i>If signage is desired, a Sign Permit Application shall be submitted, reviewed and approved prior to the installation of any signage. All signage shall conform to City Standards. This has been made a Condition of Approval.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.08C.040 Outdoor Lighting Standards	17.08C.040 General Standards e. All exterior lighting shall be designed, located and lamped in order to prevent: a. Overlighting; b. Energy waste; c. Glare; d. Light Trespass; e. Skyglow. f. 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. g. Idaho Power shall not install any luminaires after the effective date hereof that lights the public right of way without first receiving approval for any such application by the lighting administrator. h. All exterior lighting shall be full cutoff luminaires with the light source downcast and fully shielded, unless exceptions are specified in subsection 17.08C.040.02, Type of Luminaires, of this Chapter.
			Staff Comments	<i>Dark Sky compliant fixtures exist onsite. No additional exterior lighting is proposed at this time.</i>
<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	<i>The Hailey Municipal Code requires the following parking spaces for churches and other places of religious assembly: one (1) space for every five (5) seats. The total number of seats that will be provided (while complying with social distancing regulations) are 45 seats.</i> <i>The site plan shows a total of 22 onsite parking spaces and 12 off-site parking spaces (along Main Street and Myrtle Street). The parking area is existing and was constructed based on the commercial square footage of the building; however, based on the use, nine (9) onsite parking spaces are required.</i> <i>The existing parking is sufficient and will meet the unique needs of the proposed use.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.09.020.08(B)	B. Where alleys exist, access to on-site parking for any non-residential use or for any multifamily dwelling of three or more units shall be from the alley. Parking areas adjacent to alleys may be designed to allow a vehicle to back from the parking area into the alley.
			Staff Comments	<i>The alley is existing and the site is currently serviced by the alley. The parking configuration is existing. Twenty-two (22) parking spaces can be found onsite, which includes one (1) accessible space, located off of the alley and behind the building. Twelve (12) parking spaces can be found within the public right-of-way along Main Street and Myrtle Street.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.09.020.08(C)	C. If the site is not serviced by an alley, access shall be from a single approach to the street to confine vehicular/pedestrian conflict to limited locations, allow more buffering of the parking area and preserve the street frontage for pedestrian traffic.
			Staff Comments	<p>The alley is existing and the site is currently serviced by the alley. Vehicular approaches to the site can be achieved via Main Street, Myrtle Street, and the alley. These approaches are existing and do not interfere with traffic in the surrounding area (see image below for details).</p> 
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.09.020.08(D)	D. Access for on-site parking areas or loading spaces shall be located in such a way that any vehicle entering or leaving such area shall be clearly visible by a pedestrian or motorist approaching the access or driveway from a public or private street.
			Staff Comments	Onsite parking locations are existing and are located behind and to the south of the existing building. The parking areas are clearly visible to pedestrian and vehicular traffic coming from Main Street, Myrtle Street and the existing alley.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.09.020.08(E)	E. Access for subdivisions shall be provided in accordance with standards set forth in Section 4 of the Subdivision Ordinance.
			Staff Comments	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.09.020.08(F)	F. Parking areas containing no more than two (2) parking spaces in any zoning district or parking areas within the LR, GR, TN, TI and LI Districts may be designed to allow a vehicle to back from the parking area into the public right-of-way.

			<i>Staff Comments</i>	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.09.020.08(G)	G. Parking areas for residential uses only may be designed to allow required parking spaces for one vehicle to deny access to another vehicle, thus “stacking” the parking area. For non-residential uses, stacked parking may be allowed only for additional spaces that may be provided in excess of the required number of parking spaces.
			<i>Staff Comments</i>	N/A
Chapter 17.11 Criteria for Review of Conditional Use Permits				
Compliant			Standards and Commission Findings	
Yes	No	N/A	City Code	City Standards and <i>Commission Findings</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.010	<p>Compliance with the Comprehensive Plan 17.11.010: Purpose. The City of Hailey recognizes that certain uses possess unique and special characteristics with respect to their location, design, size, method of operation, circulation, and public facilities. In order to protect the public welfare and promote conformance with the Comprehensive Plan, conditional use permits are required for such uses upon review by the Commission.</p>
			<i>Staff Comments</i>	<p><i>The Comprehensive Plan calls for sustainable communities by encouraging interaction among diverse people to enrich life experiences, promote personal growth and enhance the community. This application epitomizes this sentiment and further complies with the following goals and objectives of the Hailey Comprehensive Plan:</i></p> <p>Goal 7.2: Demographics, Cultural Vitality, Social Diversity and Well-Being: <i>Encourage projects and programs that seek to provide opportunities for cultural, cross-cultural and education enrichment.</i></p> <ul style="list-style-type: none"> • <i>Freedom Bible Church values and desires to encourage varied human interactions, characteristics, ideas and world-views, which benefit and challenge the community of people they work with. Freedom Bible Church intends to organize various events that will contribute to and provide opportunities for cultural, cross-cultural and education enrichment. These projects and programs include, but are not limited to:</i> <ul style="list-style-type: none"> ○ We Love Our City: <i>Partnering with nonprofits to serve the community in more meaningful and collaborative ways</i> ○ Adopt a Block: <i>Once a month, a block will be selected and will be cleaned up.</i> ○ See-A-Need, Meet-A-Need: <i>An opportunity to connect with various City leaders, public services and schools to see where and how they could be served.</i> ○ Celebrate Clam: <i>Non-religious classes for parents and teachers that help encourage calm parenting and teaching with strong-willed children that have differing needs.</i>

				<ul style="list-style-type: none"> ○ Compassion Fund Aide: Provide assistance to families in various forms (i.e., holiday gifts, groceries, power bill assistance, etc.).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(a)	<p>17.11.040.01 The Commission or Hearing Examiner shall review the particular facts and circumstances of each proposed conditional use in terms of the following standards and, if approved, shall find adequate evidence showing that such use at the proposed location:</p> <p>a. Will, in fact, constitute a conditional use as established for the zoning district involved; and</p>
			<i>Staff Comments</i>	<p><i>Pursuant the Hailey Municipal Code, Section 17.05.040: District Use Matrix, churches located within the Business (B) Zone District are required to have an active Conditional Use Permit.</i></p> <p><i>The Applicant is requesting approval to hold assemblies on Sunday, and to use the location for small gatherings, support groups and/or meetings throughout the week. Such classes or meeting include, but are not limited to: Financial Peace University, Calm Parenting Classes, and Alcoholics Anonymous.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(b)	<p>b. Will be designed, constructed, operated, and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area;</p>
			<i>Staff Comments</i>	<p><i>The building, located at 513 North Main Street, is a four-unit complex. The complex, primarily commercial, is occupied by Hailey Chiropractic, H&R Block, and Hallmark Properties.</i></p> <p><i>The property to the north and across Myrtle Street of the subject parcel is currently the Wood River Inn. The property to the south is The Rock Church and the property to the west if Les Schwab Tire Center. To the east and across Main Street is Tundra Restaurant, Sawtooth Auto Sales and the Power House Restaurant.</i></p> <p><i>Hailey is comprised of a variety of uses and, per the Comprehensive Plan, thrives on diversity. The proposed use further supports the diverse uses within surrounding area.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(c)	<p>c. Will not be hazardous or disturbing to existing or future neighboring uses;</p>
			<i>Staff Comments</i>	<p><i>The proposed use does not appear to be hazardous or disturbing to the neighboring uses and/or future uses.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(d)	<p>d. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, and drainage structure. Agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service; and</p>
			<i>Staff Comments</i>	<p><i>The site can be accessed by three (3) existing approaches off of Main Street, Myrtle Street and the existing alley. The site can be served adequately by essential public facilities and services.</i></p>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(e)	e. Will not create excessive additional requirements at public cost for public facilities and services; and
			<i>Staff Comments</i>	<i>At this time, no additional cost will be incurred from any public agencies for the construction, function and operation of the proposed facility.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(f)	f. Will not involve uses, activities, processes, materials, equipment, or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, dust, odors, vibration, water or air pollution, or safety hazards; and
			<i>Staff Comments</i>	<i>No externalities are anticipated by this use.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(g)	g. Will have vehicular approaches to the property which shall be designed so as not to create an interference with traffic on surrounding public thoroughfares;
			<i>Staff Comments</i>	<p><i>The alley is existing and the site is currently serviced by the alley. Vehicular approaches to the site can be achieved via Main Street, Myrtle Street, and the alley. These approaches are existing and do not interfere with traffic in the surrounding area (see image below for details).</i></p>  <p>The map shows a property labeled '513 N Main St' situated between Myrtle Street to the north and N Main Street to the east. To the south of the property is an 'Alley' which contains a 'Site Dumpster'. Further south are 'Les Schwab' and 'Rock Church Driveway' leading to 'Rock Church'. A north arrow is located in the top right corner of the map area.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(h)	h. Will not result in the destruction, loss or damage of a natural, scenic or historic feature.

			<i>Staff Comments</i>	<i>The building, parking, vehicular approaches and landscaping are existing. The proposed use will not result in the destruction, loss or damage of any natural, scenic or historic features.</i>
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17.11.060 Conditions.

The Commission or Hearing Examiner may impose any conditions which it deems necessary to secure the purpose of City regulations and give effect to the Comprehensive Plan. Conditions which may be attached include, but are not limited to those which will:

- 17.11.060(A) Require conformity to approved plans and specifications.
- 17.11.060(B) Require or restrict open spaces, buffer strips, walls, fences, signs, concealing hedges, landscaping and lighting.
- 17.11.060(C) Restrict volume of traffic generated, require off-street parking, and restrict vehicular movements within the site and points of vehicular ingress and egress or other conditions related to traffic.
- 17.11.060(D) Require performance characteristics related to the emission of noise, vibration and other potentially dangerous or objectionable elements.
- 17.11.060(E) Limit time of day for the conduct of specified activities.
- 17.11.060(F) Require guarantees such as performance bonds or other security for compliance with the terms of the approval.
- 17.11.060(G) Require dedications and public improvements on property frontages.
- 17.11.060(H) Require irrigation ditches, laterals, and canals to be covered or fenced.
- 17.11.060(I) Minimize adverse impact on other development.
- 17.11.060(J) Control the sequence, timing and duration of development.
- 17.11.060(K) Assure that development is maintained properly.
- 17.11.060(L) Designate the exact location and nature of development.
- 17.11.060(M) Require the provision for on-site or off-site public services.
- 17.11.060(N) Require more restrictive standards than those generally found in this Ordinance.
- 17.11.060(O) Mitigate foreseeable social, economic, fiscal and environmental effects.
- 17.11.060(P) Set a limit on the duration of the permit when deemed necessary.
- 17.11.060(Q) Allow for subsequent periodic review.

Summary: Section 17.11.010 of the Hailey Zoning Ordinance states that “the City of Hailey recognizes that certain uses possess unique and special characteristics with respect to their location, design, size, method of operation, circulation, and public facilities. In order to protect the public welfare and promote conformance with the Comprehensive Plan, conditional use permits are required for such uses upon review by the Commission.”

Conditional Use Permits are subject to review and revocation pursuant to Section 17.11.090 of the Hailey Municipal Code. This statement will be included in the Findings of Fact, Conclusions of Law, and Decision for any Conditional Use Permit approved by the Commission.

By ordinance, the Commission is required to decide to approve, conditionally approve, or deny the application within forty-five (45) days after conclusion of the public hearing and issue its decision together with the reasons therefore. The Commission is required to review the application, all supporting documents and plans, and Section 17.11 of the Zoning Ordinance, in making their decision.

The Commission should make Findings of Fact related to the criteria of Section 17.11, (a) through (h).

Suggested Conditions: The following conditions are suggested to be placed on approval of this application:

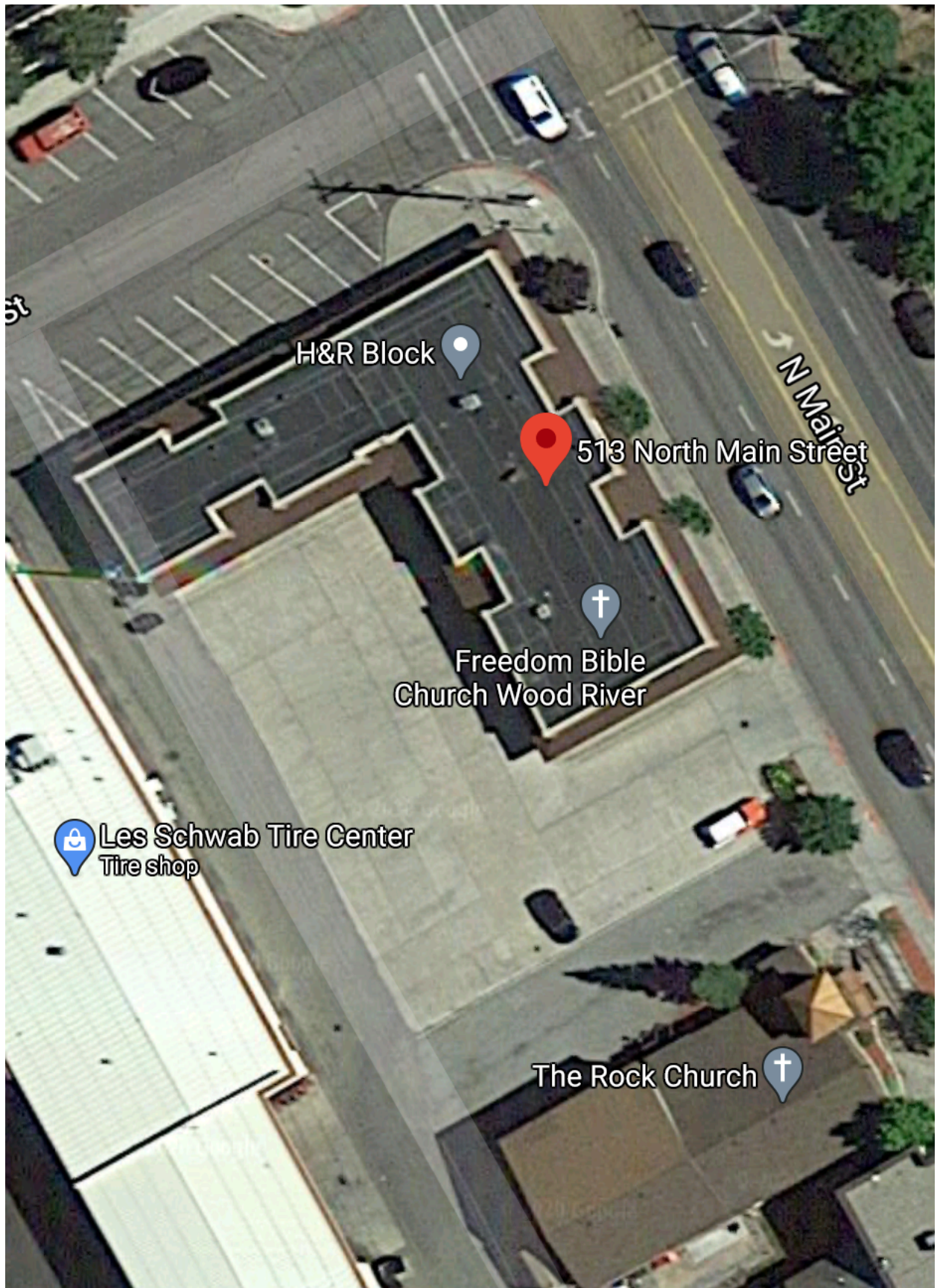
- a) All Fire Department and Building Department requirements shall be met in regard to all maintenance, administrative, and other functions of this facility.
- b) Any new exterior lighting shall comply with the Outdoor Lighting requirements according to 17.08C.
- c) A Sign Permit Application shall be submitted, reviewed and approved prior to installation of any signage.

Motion Language

Approval: Motion to approve the Conditional Use Permit Application request by Freedom Bible Church, to hold assemblies on Sundays, and to use the location for small gatherings, support groups and/or meetings throughout the week, to be located on 513 North Main Street (Lots 1-5, North ½ of Lot 6, Block 65, Hailey Townsite) within the Business (B), Downtown Residential Overlay (DRO) and Townsite Overlay (TO) Zoning Districts, finding that the application meets each of the Criteria for Review, (a) through (h) cited in the Hailey Municipal Code, that the Conditional Use Permit complies with the Comprehensive Plan, and that Conditions (a) through (b) are met.

Denial: Motion to deny Conditional Use Permit Application request by Freedom Bible Church, to hold assemblies on Sundays, and to use the location for small gatherings, support groups and/or meetings throughout the week, to be located on 513 North Main Street (Lots 1-5, North ½ of Lot 6, Block 65, Hailey Townsite) within the Business (B), Downtown Residential Overlay (DRO) and Townsite Overlay (TO) Zoning Districts, finding that _____[the Commission should cite which standards are not met and provide the reason why each identified standard is not met].

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



H&R Block

513 North Main Street

N Main St

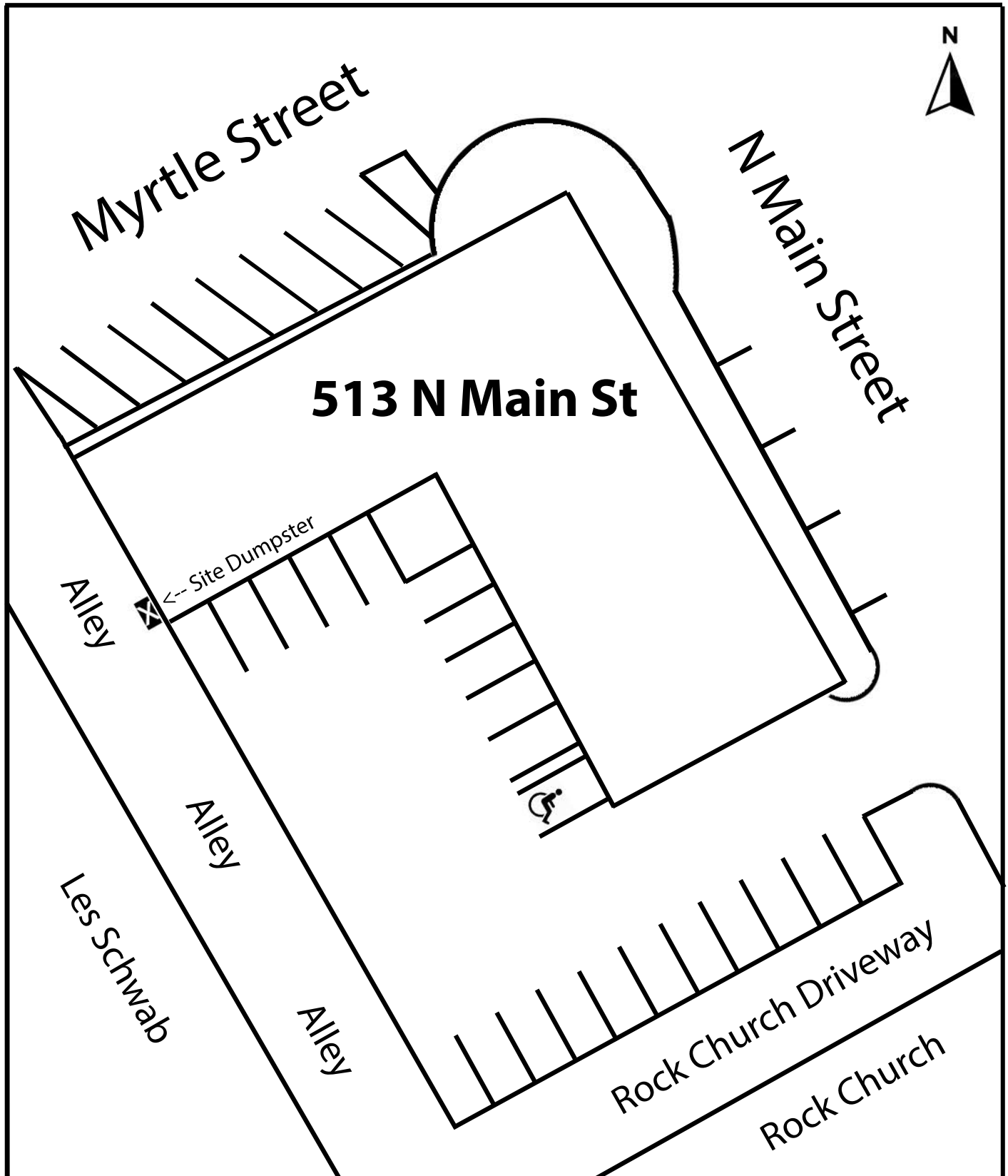
Freedom Bible
Church Wood River

Les Schwab Tire Center
Tire shop

The Rock Church

513 North Main Street

Aerial Parking Map - 34 Spaces



Return to Agenda



STAFF REPORT
Hailey Planning and Zoning Commission
Regular Meeting of November 2, 2020

To: Hailey Planning & Zoning Commission

From: Robyn Davis, Community Development City Planner

Overview: Consideration of a Conditional Use Permit submitted by Albertsons, Inc., to place two (2) temporary storage containers onsite. The storage containers will be located on the west side of the property, and will be used to store additional dry goods to support the increased volume the store has seen as a result of the pandemic. This project is to be located at 911 North Main Street (Sub Lot 3, Block 1, North Hailey Plaza) within the Business (B) and Downtown Residential Overlay (DRO) Zoning Districts.

Hearing: November 2, 2020

Applicant: Albertsons, Inc.

Location: Sub Lot 3, Block 1, North Hailey Plaza (911 North Main Street)

Zoning: Business (B) and Downtown Residential Overlay (DRO) Zoning Districts

Notice: Notice for the public hearing was published in the Idaho Mountain Express on October 14, 2020, and mailed to adjoining property owners on October 13, 2020. The notice was posted to the property on October 23, 2020.

Application: The Applicant is requesting approval for a Conditional Use Permit for two (2) temporary storage containers, approximately 320 square feet in size, to be located onsite at 911 North Main Street (Sub Lot 3, Block 1, North Hailey Plaza) within the Business (B) and Downtown Residential Overlay (DRO) Zoning Districts.

The proposed containers will be utilized as additional onsite storage to support the increased volume the storage has seen as a result of the Coronavirus pandemic. The appearance of the containers will remain unaltered and the containers will be accessed by employees of the store only.

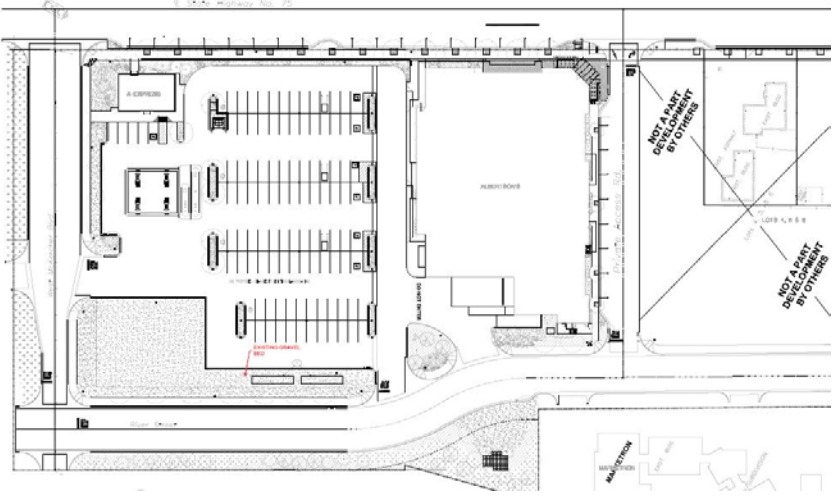
Access to the site will remain unchanged. Existing parking and landscaping will also remain as is. The storage containers are proposed to be located at the west property boundary, within an existing gravel area and along the edge of the parking area pavement.

The Hailey Municipal Code requires that all temporary structures receive approval via a Conditional Use Permit. Temporary structures which have an approved Conditional Use Permit may operate seasonally for multiple years provided the size and location of the structure conforms with the Conditional Use Permit or conditions thereof.

Procedural History: The Conditional Use Permit Application was submitted on September 21, 2020, and certified complete on September 28, 2020. A public hearing before the Planning and Zoning Commission for approval or denial of the project will be held on November 2, 2020 in the Hailey City Council Chambers and virtually via GoToMeeting.

General Requirements for all Conditional Use Permits				
Compliant			Standards and Commission Findings	
Yes	No	N/A	City Code	City Standards and <i>Commission Findings</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.020	<p>Complete Application: 17.11.020 The application shall include at least the following information:</p> <ul style="list-style-type: none"> a. Name, address, and phone number of the applicant. b. Proof of interest in the subject property by the applicant, such as a deed, contract of sale, option to purchase, or lease agreement. c. Legal description of the subject property, including street address. d. Description of existing use. e. Zoning district of subject property. f. Description of proposed conditional use. g. A plan of the proposed site for the conditional use showing the location of all buildings, parking and loading areas, traffic access and traffic circulation, open spaces, easements, existing and proposed grade, energy efficiency considerations, landscaping, exterior lighting plan as required by Article VIII B of this Ordinance, refuse and service areas, utilities, signs, property lines, north arrow, and rendering of building exteriors, where applicable. h. A narrative statement evaluating the effects on adjoining property, the effect of such elements as noise, glare, odor, fumes, and vibration on adjoining property. i. A narrative statement identifying surrounding land uses and discussing the general compatibility of the proposed use with adjacent and other properties in the district. j. A narrative discussion of the relationship of the proposed use to the Comprehensive Plan. k. A list of the names and addresses of all property owners and residents within three hundred (300) feet of the external boundaries of the land being considered. l. Any other information as requested by the Administrator to determine if the proposed conditional use meets the intent and requirements of this Article. m. A fee established in a separate ordinance approved by the Council.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Department Comments	<p>Engineering: <i>No comments</i></p> <p>Life/Safety: <i>No comments</i></p> <p>Water and Sewer: <i>No comments</i></p> <p>Building: <i>No comments</i></p> <p>Streets: <i>No comments</i></p>

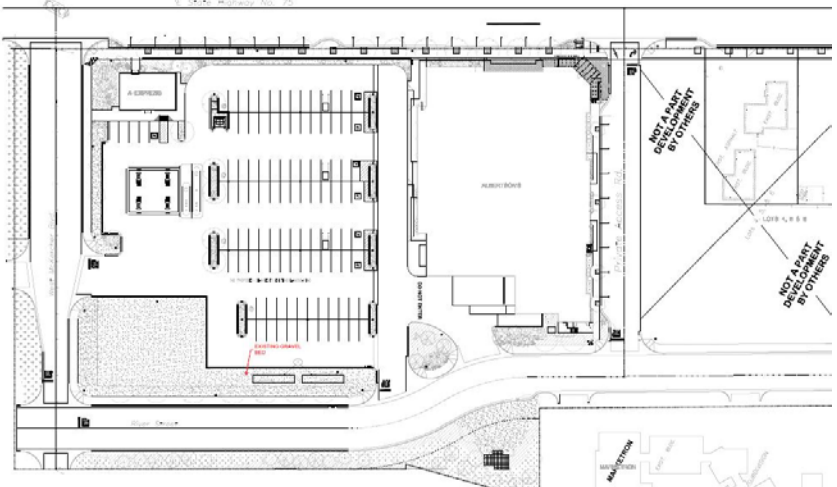
				Parks: <i>No comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.08A Signs	17.08A Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.
			Staff Comments	<i>Signage exists and was approved in 2004, 2012 and 2016 via a Sign Permit Application. No other signage is shown on the drawings; however, if additional signage is needed, another Sign Permit Application shall be submitted, reviewed and approved prior to the installation of any additional signage. All signage shall conform to City Standards.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.08C.040 Outdoor Lighting Standards	17.08C.040 General Standards e. All exterior lighting shall be designed, located and lamped in order to prevent: a. Overlighting; b. Energy waste; c. Glare; d. Light Trespass; e. Skyglow. f. 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. g. Idaho Power shall not install any luminaires after the effective date hereof that lights the public right of way without first receiving approval for any such application by the lighting administrator. h. All exterior lighting shall be full cutoff luminaires with the light source downcast and fully shielded, unless exceptions are specified in subsection 17.08C.040.02, Type of Luminaires, of this Chapter.
			Staff Comments	<i>N/A. Dark Sky compliant fixtures exist and no additional exterior lighting is proposed at this time.</i>
<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	<i>Per the Hailey Municipal Code, all commercial uses shall provide one (1) space for every 1,000 square feet of gross building area. The site plan shows a total of 102 parking spaces. The building is approximately 35,914 square feet in size, requiring 36 parking spaces. Loading spaces are also required and are existing.</i> <i>The parking is existing and will not change with the addition of the temporary containers. Parking requirements have been met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.09.020.08(B)	B. Where alleys exist, access to on-site parking for any non-residential use or for any multifamily dwelling of three or more units shall be from the alley. Parking areas adjacent to alleys may be designed to allow a vehicle to back from the parking area into the alley.
			Staff Comments	<i>N/A, as the site is not serviced by an alley and the parking configuration is existing.</i>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.09.020.08(C)	<p>C. If the site is not serviced by an alley, access shall be 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.</p> <p><i>Staff Comments</i> N/A, as this site is not serviced by an alley and vehicular approaches are existing.</p> <p>Vehicular approaches to the site are from River Street, West McKercher Boulevard or from a private access road off of Main Street. These approaches are existing and do not interfere with traffic in the surrounding area (see image below for details).</p> 
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.09.020.08(D)	<p>D. Access for on-site parking areas or loading spaces shall be located in such a way that any vehicle entering or leaving such area shall be clearly visible by a pedestrian or motorist approaching the access or driveway from a public or private street.</p> <p><i>Staff Comments</i> Onsite parking locations are existing and are located to the north and south of the building. The parking areas are clearly visible to pedestrian and vehicular traffic coming from River Street, West McKercher Boulevard and Main Street.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.09.020.08(E)	<p>E. Access for subdivisions shall be provided in accordance with standards set forth in Section 4 of the Subdivision Ordinance.</p> <p><i>Staff Comments</i> N/A</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.09.020.08(F)	<p>F. Parking areas containing no more than two (2) parking spaces in any zoning district or parking areas within the LR, GR, TN, TI and LI Districts may be designed to allow a vehicle to back from the parking area into the public right-of-way.</p> <p><i>Staff Comments</i> N/A</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.09.020.08(G)	<p>G. Parking areas for residential uses only may be designed to allow required parking spaces for one vehicle to deny access to another vehicle, thus “stacking” the parking area. For non-residential uses, stacked parking may be allowed only for additional spaces that may be provided in excess of the required number of parking spaces.</p> <p><i>Staff Comments</i> N/A</p>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chapter 17.05: Bulk Requirements	Business (B) District: <ul style="list-style-type: none"> - Maximum Building Height: 35 feet - Minimum Setbacks: <ul style="list-style-type: none"> o Front Setback: 0 feet o Side and Rear Yard Setback: 0 feet
			Staff Comments	<p><i>The Applicant is proposing the following:</i></p> <ul style="list-style-type: none"> - <i>Building Height: 9'-5"</i> - <i>Setbacks:</i> <ul style="list-style-type: none"> o <i>Front yard: 100'+</i> o <i>Side yard (west): ~10'</i> o <i>Side yard (east) 100'+</i> o <i>Rear: 100'+</i> <p><i>All building height and setback requirements have been met.</i></p>
Chapter 17.11 Criteria for Review of Conditional Use Permits				
Compliant			Standards and Commission Findings	
Yes	No	N/A	City Code	City Standards and <i>Commission Findings</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.010	<p>Compliance with the Comprehensive Plan 17.11.010: Purpose. The City of Hailey recognizes that certain uses possess unique and special characteristics with respect to their location, design, size, method of operation, circulation, and public facilities. In order to protect the public welfare and promote conformance with the Comprehensive Plan, conditional use permits are required for such uses upon review by the Commission.</p>
			Staff Comments	<p><i>The Comprehensive Plan encourages a diversity of economic development opportunities within Hailey, and facilitates growth management where necessary. Due to the Coronavirus pandemic, businesses throughout Hailey are struggling to meet the demands of the local economy (i.e., provide the necessary amenities to the community and in a timely manner). By storing additional goods in the temporary storage containers, this alleviates the need for residents to travel outside of Hailey for their groceries and other household items, reducing their exposure to the Coronavirus.</i></p> <p><i>This application complies with the following goals and objectives of the Hailey Comprehensive Plan:</i></p> <p>Goal 5.2: Land Use, Population, and Growth Management: Maintain Downtown as the area containing the greatest concentration of commercial, cultural and civic activity and the priority area for encouraging higher density commercial and mixed-use (commercial and residential) development.</p> <ul style="list-style-type: none"> • <i>This project and use will ensure that adequate supplies for residents are available at a local level and will continue to bring activity to businesses in Hailey, rather than outside of the Wood River Valley. These temporary structures could meet the demands of the</i>

				<i>community and provide the opportunity for the business to better meet the needs of Hailey residents and visitors alike.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(a)	<p>17.11.040.01 The Commission or Hearing Examiner shall review the particular facts and circumstances of each proposed conditional use in terms of the following standards and, if approved, shall find adequate evidence showing that such use at the proposed location:</p> <p>a. Will, in fact, constitute a conditional use as established for the zoning district involved; and</p>
			<i>Staff Comments</i>	<p><i>Per Section 17.05.040 of the Hailey Municipal Code, Temporary Structures require a Conditional Use Permit in the SCI-Industrial (SCI-I) Zoning District.</i></p> <p><i>The Applicant is requesting approval for the addition of two temporary storage containers, approximately 320 square feet in size. Due to uncertainty with the Coronavirus, the Applicant would prefer to keep the containers onsite for the foreseeable future.</i></p> <p><i>Planning Staff feels that the Conditional Use Permit be valid for one (1) year and if necessary, the Applicant can request an extension, in writing, which can be approved administratively. This has been made a Condition of Approval; however, the Commission may wish to discuss this and determine which direction is best.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(b)	<p>b. Will be designed, constructed, operated, and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area;</p>
			<i>Staff Comments</i>	<p><i>The property to the north of the subject parcel is currently vacant and within Blaine County. Pioneer Federal Credit Union is located to the south. To the east and across Main Street is Silver Creek Living, and to the west, a vacant parcel, also located within Blaine County.</i></p> <p><i>Other surrounding uses include: AmericInn, Big Wood Cinemas, The Life Church and McDonald's.</i></p> <p><i>Hailey is comprised of a variety of uses and, per the Comprehensive Plan, thrives on diversity. This proposal further supports the diverse uses within surrounding area.</i></p>
			17.11.040.01(c)	c. Will not be hazardous or disturbing to existing or future neighboring uses;

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Staff Comments</i>	<p><i>The temporary structures do not appear to be hazardous or disturbing to the neighboring uses and/or future uses. The buildings will sit in a gravel bed that parallels River Street and is in close proximity to the store.</i></p> <p><i>The proposed storage containers are temporary; however, due to uncertainty with the Coronavirus, the Applicant would prefer to keep the containers onsite for the foreseeable future.</i></p> <p><i>Planning Staff feels that the Conditional Use Permit be valid for one (1) year and if necessary, the Applicant can request an extension, in writing, which can be approved administratively. This has been made a Condition of Approval; however, the Commission may wish to discuss this and determine which direction is best.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(d)	d. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, and drainage structure. Agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service; and
			<i>Staff Comments</i>	<i>The site can be accessed by three (3) existing approaches off of River Street, Main Street and West McKercher Boulevard. This site is not serviced by an alley and can be served adequately by essential public facilities and services.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(e)	e. Will not create excessive additional requirements at public cost for public facilities and services; and
			<i>Staff Comments</i>	<i>At this time, no additional cost will be incurred from any public agencies for the construction, function and operation of the proposed facility.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(f)	f. Will not involve uses, activities, processes, materials, equipment, or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, dust, odors, vibration, water or air pollution, or safety hazards; and
			<i>Staff Comments</i>	<i>No externalities are anticipated by this use.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(g)	g. Will have vehicular approaches to the property which shall be designed so as not to create an interference with traffic on surrounding public thoroughfares;
			<i>Staff Comments</i>	<i>Vehicular approaches to the site are from River Street, West McKercher Boulevard or from a private access road off of Main Street. These approaches are existing and do not interfere with traffic in the surrounding area (see image below for details).</i>

				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(h)	h. Will not result in the destruction, loss or damage of a natural, scenic or historic feature.
			<i>Staff Comments</i>	<i>The area where the temporary structures are proposed to be located do not contain natural, scenic, historic features or structure(s). Street trees are located along River Street, near the proposed containers; however, it appears they are not impacted by the placement of said containers.</i>

17.11.060 Conditions.

The Commission or Hearing Examiner may impose any conditions which it deems necessary to secure the purpose of City regulations and give effect to the Comprehensive Plan. Conditions which may be attached include, but are not limited to those which will:

- 17.11.060(A) Require conformity to approved plans and specifications.
- 17.11.060(B) Require or restrict open spaces, buffer strips, walls, fences, signs, concealing hedges, landscaping and lighting.
- 17.11.060(C) Restrict volume of traffic generated, require off-street parking, and restrict vehicular movements within the site and points of vehicular ingress and egress or other conditions related to traffic.
- 17.11.060(D) Require performance characteristics related to the emission of noise, vibration and other potentially dangerous or objectionable elements.
- 17.11.060(E) Limit time of day for the conduct of specified activities.
- 17.11.060(F) Require guarantees such as performance bonds or other security for compliance with the terms of the approval.
- 17.11.060(G) Require dedications and public improvements on property frontages.
- 17.11.060(H) Require irrigation ditches, laterals, and canals to be covered or fenced.
- 17.11.060(I) Minimize adverse impact on other development.
- 17.11.060(J) Control the sequence, timing and duration of development.
- 17.11.060(K) Assure that development is maintained properly.
- 17.11.060(L) Designate the exact location and nature of development.
- 17.11.060(M) Require the provision for on-site or off-site public services.
- 17.11.060(N) Require more restrictive standards than those generally found in this Ordinance.

- 17.11.060(O) Mitigate foreseeable social, economic, fiscal and environmental effects.**
- 17.11.060(P) Set a limit on the duration of the permit when deemed necessary.**
- 17.11.060(Q) Allow for subsequent periodic review.**

Summary: Section 17.11.010 of the Hailey Zoning Ordinance states that “the City of Hailey recognizes that certain uses possess unique and special characteristics with respect to their location, design, size, method of operation, circulation, and public facilities. In order to protect the public welfare and promote conformance with the Comprehensive Plan, conditional use permits are required for such uses upon review by the Commission.”

Conditional Use Permits are subject to review and revocation pursuant to Section 17.11.090 of the Hailey Municipal Code. This statement will be included in the Findings of Fact, Conclusions of Law, and Decision for any Conditional Use Permit approved by the Commission.

By ordinance, the Commission is required to decide to approve, conditionally approve, or deny the application within forty-five (45) days after conclusion of the public hearing and issue its decision together with the reasons therefore. The Commission is required to review the application, all supporting documents and plans, and Section 17.11 of the Zoning Ordinance, in making their decision.

The Commission should make Findings of Fact related to the criteria of Section 17.11, (a) through (h).

Suggested Conditions: The following conditions are suggested to be placed on approval of this application:

- a) All Fire Department and Building Department requirements shall be met in regard to all maintenance, administrative, and other functions of this facility.
- b) This temporary use shall be valid for one (1) year. Due to the uncertainty of the Coronavirus, Staff may administratively approve an extension of the use. The Applicant shall request an extension, if necessary, in writing.

Motion Language

Approval: Motion to approve the Conditional Use Permit Application request by Albertsons, Inc., for two temporary storage containers, approximately 320 square feet in size, to be added onsite. This project is to be located at 911 North Main Street (Sub Lot 3, Block 1, North Hailey Plaza) within the Business (B) and Downtown Residential Overlay (DRO) Zoning Districts, finding that the application meets each of the Criteria for Review, (a) through (h) cited in the Hailey Municipal Code, that the Conditional Use Permit complies with the Comprehensive Plan, and that Conditions (a) through (b) are met.

Denial: Motion to deny Conditional Use Permit Application request by Albertsons, Inc., for two temporary storage containers, approximately 320 square feet in size, to be added onsite. This project is to be located at 911 North Main Street (Sub Lot 3, Block 1, North Hailey Plaza) within the Business (B) and Downtown Residential Overlay (DRO) Zoning Districts, finding that _____[the Commission should cite which standards are not met and provide the reason why each identified standard is not met].

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

[illegible]

1. THE DRAWINGS INDICATE LOCATION, DIMENSIONS, REFERENCE, AND TYPICAL DETAILS OF CONSTRUCTION. THE DRAWINGS DO NOT INDICATE EVERY CONDITION - WORK NOT PARTICULARLY DETAILED SHALL BE OF CONSTRUCTION SIMILAR TO PARTS THAT ARE DETAILED.
2. DO NOT SCALE DRAWINGS
3. FIGURED DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS. WHERE DISCREPANCIES OCCUR, THEY SHALL BE REPORTED TO ARCHITECT FOR RESOLUTION.
4. DETAILED DRAWINGS AND LARGER SCALE DRAWINGS TAKE PRECEDENCE OVER SMALLER SCALE DRAWINGS.
5. CONCRETE DIMENSIONS ARE GIVEN TO FACE OF CONCRETE AND TO THE FACE OF ROUGH OPENINGS.
6. MASONRY DIMENSIONS ARE GIVEN TO FACE OF MASONRY AND TO THE FACE OF ROUGH OPENINGS.
7. PARTITION DIMENSIONS ARE GIVEN TO THE FACE OF STUD UNLESS OTHERWISE NOTED.
8. DOOR OPENING LOCATIONS ARE DIMENSIONED TO ROUGH OPENING OR CENTERLINE OF OPENING.
9. MEASURE AND MATERIAL NOTES, OCCUR, THE GRAPHIC MATERIAL INDICATION SHALL INDICATE MATERIAL TYPES AND ITEMS. SEE SYMBOL AND MATERIAL LIST ON THIS SHEET.
10. NOT USED
11. ALL NEW CONSTRUCTION TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT AND ANS.
12. ALL MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS.
13. THE CONTRACTOR(S) SHALL KEEP ALL AREAS OF CONSTRUCTION CLEAN AND FREE OF DEBRIS. AFTER CONSTRUCTION IS COMPLETE, THE GENERAL CONTRACTOR SHALL PROVIDE FINAL CLEAN UP.
14. ALL EXITS SHALL BE OPERABLE FROM THE INSIDE WITHOUT THE USE OF A KEY OR ANY SPECIAL KNOWLEDGE OR EFFORT. IBC 2012, SECTION 1008.1.9.
15. EXIT SIGNAGE SHALL BE EXTERNALLY OR INTERNALLY ILLUMINATED BY THE PREMISES' WIRING AND BY STORAGE BATTERIES AND BE INCOMPLIANCE WITH THE NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 1010.
16. EXIT WAYS SHALL BE ILLUMINATED PER IBC SECTION 1006. THE POWER SUPPLY FOR EXIT ILLUMINATION SHALL NORMALLY BE PROVIDED BY THE PREMISES' WIRING SYSTEM, IBC SECTION 1006.
17. THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS FOR ACCURACY PRIOR TO COMMENCING WORK. ANY DISCREPANCY SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT.
18. UNLESS OTHERWISE INDICATED ALL DRAWING NOTES WHICH DO NOT READ "ALC.", "EXISTING", OR "EXISTING TO REMAIN", OR "BY OTHER'S SHALL INDICATE NEW WORK WHICH SHALL BE CONTRACTOR FURNISHED AND CONTRACTOR INSTALLED.
19. PENETRATIONS THROUGH RATED ASSEMBLIES SHALL BE FIRESTOPPED AND PROTECTED IN ACCORDANCE WITH 2012 I.B.C. SECTION 712.

	ASPHALT CONCRETE PAVEMENT		LUMINAIRE
	PORTLAND CEMENT CONCRETE		ELECTRICAL TRANSFORMER
---	RIGHT OF WAY LINE	—SD—	STORM WATER LINE
- - - - -	PROPERTY LINE	●	STORM WATER MANHOLE
- · - · -	EASEMENT LINE	●	STORM WATER CLEANOUT
—1000—	FINISH GRADE CONTOUR (MAJOR)	●/■	CATCH BASIN
—1001—	FINISH GRADE CONTOUR (MINOR)		OIL WATER SEPARATOR
—1000—	EXISTING GRADE CONTOUR (MAJOR)	>	HEADWALL
—X—	FENCE	—SS—	SANITARY SEWER LINE
=====	BUILDING	●	SANITARY SEWER MANHOLE
=====	INFLOW CURB AND GUTTER	●	SANITARY SEWER CLEANOUT
=====	TRANSITIONING HEIGHT CURB AND GUTTER	—V—	WATER LINE
=====	OUTFLOW CURB AND GUTTER	○	WATER METER
	PARKING COUNT	H	WATER VALVE
	ACCESSIBLE PARKING SYMBOL	▽	FIRE HYDRANT
T	SIGN	—G—	GAS LINE
—	BIKE RACK	—T—	COMMUNICATION LINE
		—E—	ELECTRICAL LINE

GENERAL
00.1 TITLE SHEET
OMI
C1.4 SITE DIMENSIONAL CONTROL PLAN (FOR REFERENCE ONLY)
C1.7 SITE UTILITY PLAN (FOR REFERENCE ONLY)
LANDSCAPE
L1.1 EXISTING LANDSCAPE PLAN

The site plan shows a rectangular plot with a north arrow pointing towards the top-left. A large, shaded rectangular area represents the proposed building, which is situated on the left side of the plot. To the right of the proposed building is an existing building, shown with a dashed outline and a small icon of a building. The area between the proposed and existing buildings is labeled 'STAGING AND CONTRACTOR PARKING AREA'. The plan also shows various setbacks, easements, and other site features. A scale bar is located in the bottom-left corner.

ARCHITECT
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GENERAL CONTRACTOR
MEL CONSTRUCTION, INC.
CONTACT: MIKE TEETER
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E-Mail: mike@melconstruction.com

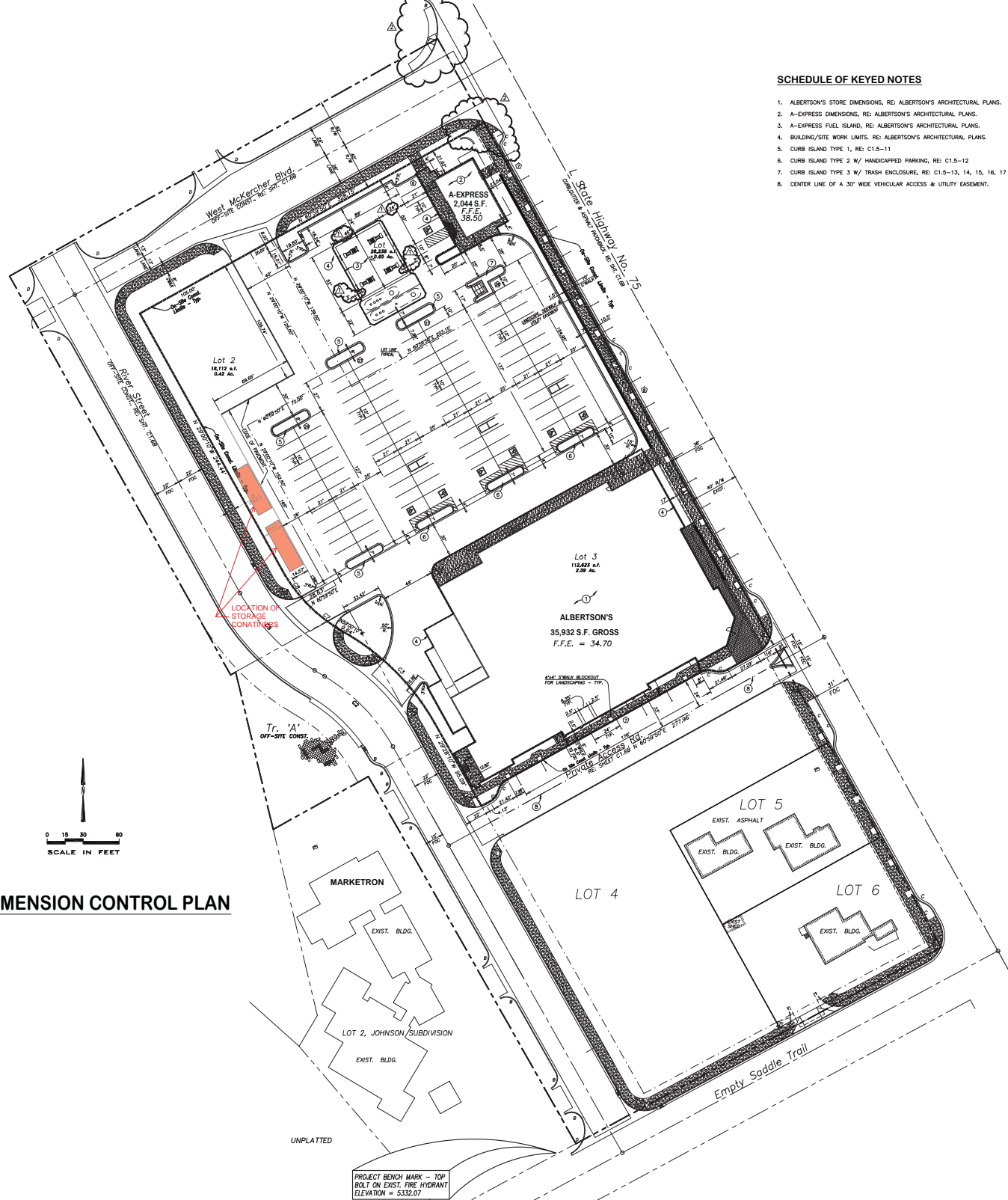
**PRELIMINARY
NOT FOR
CONSTRUCTION**

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 (209) 340-4600 • FAX (208) 342-1668
 www.albertsons.com

PROJECT 16025.000	DATE 03-08-16
DRAWN LY	CHECKED PMN

SHEET TITLE
TITLE SHEET
SHEET
G0.1
ORIGINAL SHEET SIZE

DATE DIMENSION CONTROL PLAN



SCHEDULE OF KEYED NOTES

- ALBERTSON'S STORE DIMENSIONS, RE: ALBERTSON'S ARCHITECTURAL PLANS.
- A-EXPRESS DIMENSIONS, RE: ALBERTSON'S ARCHITECTURAL PLANS.
- A-EXPRESS FUEL ISLAND, RE: ALBERTSON'S ARCHITECTURAL PLANS.
- BUILDING/SITE WORK LIMITS, RE: ALBERTSON'S ARCHITECTURAL PLANS.
- CURB ISLAND TYPE 1, RE: C1.5-11
- CURB ISLAND TYPE 2 W/ HANDICAPPED PARKING, RE: C1.5-12
- CURB ISLAND TYPE 3 W/ TRASH ENCLOSURE, RE: C1.5-13, 14, 15, 16, 17
- CENTER LINE OF A 30' WIDE VEHICULAR ACCESS & UTILITY EASEMENT.

GENERAL NOTES

- THE CONTRACTOR SHALL CALL "DINGLINE" AND HAVE THE LOCATION OF EXISTING UTILITIES MARKED AT LEAST TWO WORKING DAYS PRIOR TO THE BEGINNING OF EXCAVATION.
- EXISTING SITE INFORMATION AND LOCATION OF EXISTING SITE IMPROVEMENTS ARE PROVIDED BY ANDERSON-DAVID & ASSOCIATES, INC. "ALTA" SURVEY DATED 12-20-1989, RE: C1.2. THE CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS AND REQUIRED DIMENSIONS, INCLUDING THOSE SHOWN ON THE DRAWINGS, AT THE JOB SITE. THE CONTRACTOR SHALL NOTIFY THE ARCHITECT/ENGINEER OF ANY EXCEPTIONS ENCOUNTERED DURING CONSTRUCTION.
- THE DRAWINGS INDICATE LOCATION, DIMENSIONS, REFERENCES, AND TYPICAL DETAILS OF CONSTRUCTION. THE DRAWINGS DO NOT INDICATE EVERY CONDITION - WORK NOT FULLY DETAIL SHALL BE OF CONSTRUCTION SIMILAR TO PARTS THAT ARE FULLY DETAIL.
- SITE BOUNDARY LINES, BOUNDARY DIMENSIONS AND BOUNDARY DECLINATIONS ARE FOR REFERENCE ONLY. ACTUAL SITE CONDITIONS MAY VARY. THE CONTRACTOR SHALL BE RESPONSIBLE TO INSPECT THE SITE AND FIELD VERIFY ACTUAL GRADES, LEVELS, DIMENSIONS, AND DECLINATIONS, AND THE TRUE CONDITIONS UNDER WHICH THE WORK IS TO BE PERFORMED.
- ALL CONSTRUCTION TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT ACCESSIBILITY GUIDELINES (ADAA) AND CONING OF AMERICAN BUILDING OFFICIALS/AMERICAN NATIONAL STANDARDS INSTITUTE (CONING) AND CONING OF AMERICAN BUILDING OFFICIALS/AMERICAN NATIONAL STANDARDS INSTITUTE (CONING) SHALL VERIFY ALL GRASSES FOR COMPLIANCE WITH THESE STANDARDS. CONSTRUCTION FAILING TO MEET THESE REQUIREMENTS SHALL BE REMOVED AND REPLACED AT THE EXPENSE OF THE CONTRACTOR.
- MODIFICATIONS TO DRAWINGS DESCRIBED WITHIN THE REVISIONS BOX ARE GENERAL IN NATURE AND SHOULD NOT BE INTENDED TO COMPLETELY ILLUSTRATE ALL CHANGES THAT HAVE OCCURRED TO THE DRAWINGS. A THOROUGH REVIEW OF THE "CLOSED" AREA OF ALL REVISED SHEETS MUST BE DONE TO ENSURE THAT ALL CHANGES HAVE BEEN FOUND.
- CONTRACTOR SHALL MAINTAIN CURRENT TRAFFIC ACCESS/EGRESS PATTERNS TO EXISTING ADJACENT PROPERTIES.
- CONTRACTOR SHALL PROVIDE, UNDER THIS CONTRACT, A SURVEYOR'S CERTIFICATE VERIFYING THAT THE WORK PERFORMED IS AS SHOWN, OR REASONABLY IMPLIED, BY THESE CONSTRUCTION DOCUMENTS WITH RESPECT TO BUILDING PAD LOCATION, SIZE, GRADE ELEVATION, AND COMPACTION.
- CONTRACTOR SHALL AT ALL TIMES PROVIDE PROTECTION AGAINST WEATHER (RAIN, WIND, STORMS, FROST, OR HEAT) TO PRESERVE CONDITIONS OF ALL WORK AND MATERIALS AT THE END OF THE DAYS WORK.
- QUESTIONS FROM SUBCONTRACTORS OR MATERIAL SUPPLIERS RELATED TO ANY ASPECT OF THIS PROJECT SHALL BE REFERRED TO THE GENERAL CONTRACTOR WHO WILL FORWARD THEM TO THE ARCHITECT/ENGINEER FOR CLARIFICATION.
- VEHICULAR ACCESS DRIVES MUST BE PROVIDED AND MAINTAINED SERVICEABLE THROUGHOUT CONSTRUCTION. MAINTAIN ACCESS FOR FIRE DEPARTMENT VEHICLES AND DELIVERY VEHICLES.
- CONTRACTOR SHALL ERECT AND MAINTAIN BARRICADES, WARNING SIGNS AND TRAFFIC CONES PER LOCAL REQUIREMENTS. ACCESS TO DRIVEWAYS SHALL BE MAINTAINED ALL TIMES. ALL TRAFFIC CONTROL MEASURES SHALL BE APPROVED AND IN PLACE PRIOR TO ANY CONSTRUCTION ACTIVITY.
- INFORMATION ON EXISTING CONDITIONS SHOWN WAS OBTAINED FROM RECORD DRAWINGS AND EXPLORATORY FIELD EXAMINATION. THE CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS AND REQUIRED DIMENSIONS, INCLUDING THOSE SHOWN ON THE DRAWINGS, AT THE JOB SITE. THE CONTRACTOR SHALL NOTIFY THE ARCHITECT/ENGINEER OF ANY EXCEPTIONS ENCOUNTERED DURING CONSTRUCTION.
- CONTRACTOR SHALL PROTECT ALL REMAINING STRUCTURES, SITE IMPROVEMENTS, STREETS, PRIVATE ROADS AND SIDEWALKS, INCLUDING OVERHEAD PROTECTION WHERE REQUIRED; PRIVATE MOVEMENT, SETTLEMENT OR COLLAPSE OF ADJACENT STRUCTURES, SIDEWALKS, DRIVEWAYS, OR OTHER FACILITIES; PROVIDE AND PLACE BRACING OR SHORING AND BE RESPONSIBLE FOR SAFETY AND SUPPORT OF STRUCTURES; ASSUME LIABILITY FOR SUCH MOVEMENT, SETTLEMENT, DAMAGE OR INJURY AND PROMPTLY REPAIR ANY DAMAGE RESULTING DURING THE COURSE OF WORK. AT HIS OWN EXPENSE, ANY WORK DAMAGED BY FAILURE TO PROVIDE PROTECTION SHALL BE REMOVED AND REPLACED WITH NEW WORK AT CONTRACTOR'S EXPENSE.
- CEASE OPERATIONS AND NOTIFY ARCHITECT/ENGINEER IMMEDIATELY IF SAFETY OF ADJACENT STRUCTURE(S) APPEARS TO BE ENDANGERED. DO NOT RESUME OPERATIONS UNTIL SAFETY IS RESTORED.
- CONTRACTOR SHALL SUPPLY ALL LABOR, MATERIALS, CLEANUP AND TRASH DISPOSAL NECESSARY FOR THE PROPER COMPLETION OF HIS WORK.
- CONTRACTOR SHALL PERFORM THE WORK IN A WORKMANLIKE MANNER IN STRICT CONFORMANCE WITH THE BEST STANDARD PRACTICES, USING QUALIFIED WORKERS AND IN STRICT ACCORDANCE WITH THE DRAWINGS AND SPECIFICATIONS. ALL WORK SHALL MEET THE CODE REQUIREMENTS CURRENTLY ADOPTED BY THE CITY.
- ALL DIMENSIONS ARE FROM FACE OF CURB OR FROM FACE OF BUILDING FOUNDATION OR FROM LOT LINE UNLESS OTHERWISE NOTED. BUILDING DIMENSIONS AND STAKING OF BUILDING MUST BE VERIFIED WITH ARCHITECTURAL PLANS PRIOR TO CONSTRUCTION.
- ALL PARKING SPACES, AISLES, ENTRANCES, AND EXITS SHALL BE STRIPPED PER MUTCO STANDARDS. PAINT TRAFFIC WHITE, TWO (2) COATS (OR AS OTHERWISE NOTED).
- FIGURED DIMENSIONS TAKE PRECEDENCE OVER SCALED DRAWINGS. WHERE DISCREPANCIES OCCUR, THEY SHALL BE REPORTED TO THE ARCHITECT/ENGINEER.
- DETAILED DRAWINGS AND LARGER SCALE DRAWINGS TAKE PRECEDENCE OVER SMALLER SCALE DRAWINGS.
- CONTRACTOR SHALL SWEEP ENTIRE SITE AND SURROUNDING RIGHT-OF-WAY AREA OF THE STREET PRIOR TO USE BY THE GENERAL PUBLIC.
- ALL MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS.

Curve Data (Roadway Centerlines)

CVE.	DELTA	RADIUS	ARC	CHORD	TANGENT	CHORD BRG.
2	29°32'00"	160.00	82.47	61.56	42.17	N 44°14'10"W
5	37°00'00"	173.00	90.58	69.55	46.36	S 44°00'10"E

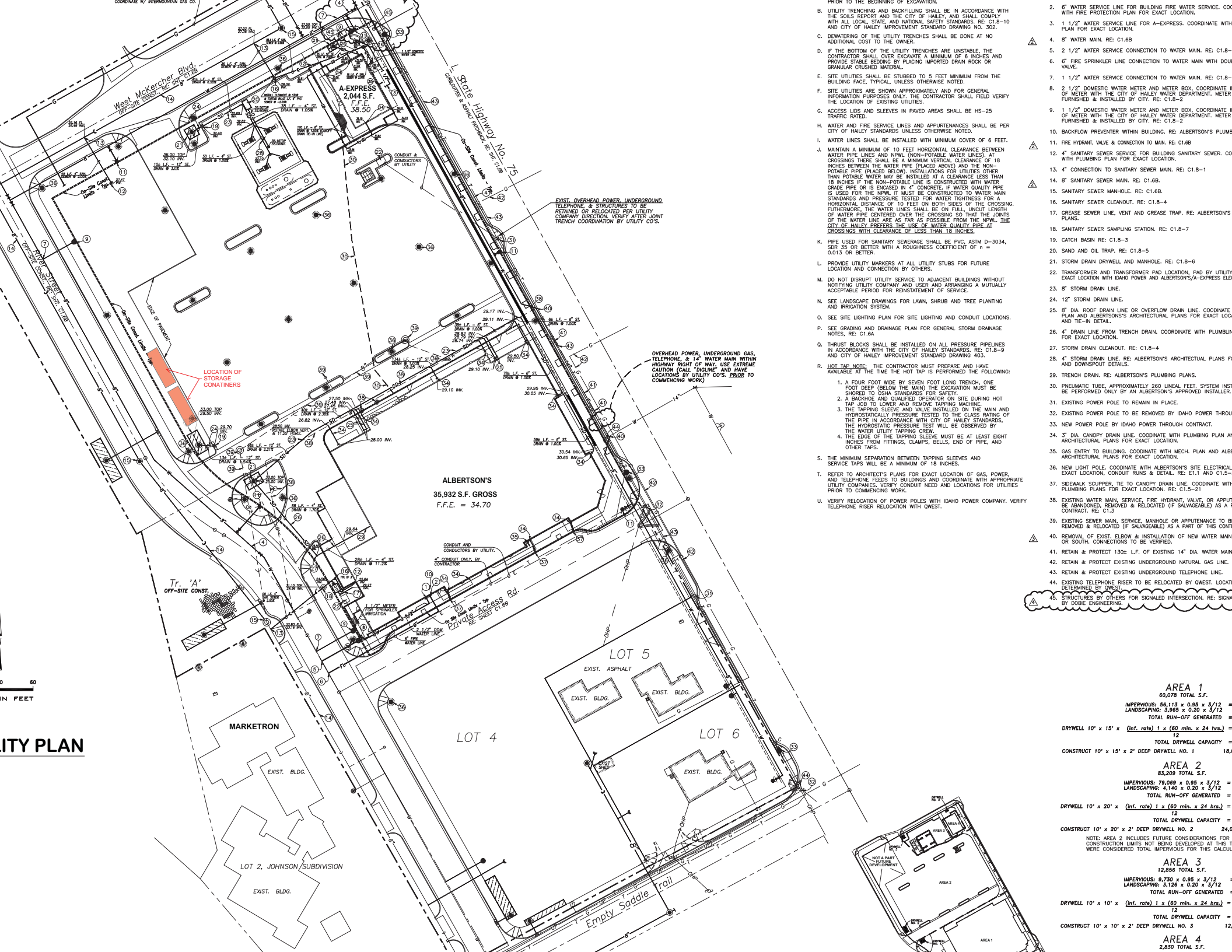
Curve Data (Lots 1, 2, & 3)

CVE.	DELTA	RADIUS	ARC	CHORD	TANGENT	CHORD BRG.
3	29°32'00"	200.00	103.09	101.95	52.72	N 44°14'10"W
7	18°36'22"	133.00	56.23	36.11	18.23	S 51°11'59"E
8	14°23'35"	133.00	33.41	33.32	16.79	S 36°11'59"E

Roadway Curb Radius Chart

(All Radii To Face Of Curb, U.N.O.)

A = 5'	B = 10'	C = 15'
D = 22'	E = 25'	F = 40'



UTILITY PLAN

- FOR THE BEGINNING OF EXCAVATION.
- UTILITY TRENCHING AND BACKFILLING SHALL BE IN ACCORDANCE WITH THE CITY OF HAILEY STANDARDS AND THE CITY OF HAILEY, AND SHALL COMPLY WITH ALL LOCAL, STATE, AND NATIONAL SAFETY STANDARDS. RE: C1.8-10 AND CITY OF HAILEY IMPROVEMENT STANDARD DRAWING NO. 302.
- DEWATERING OF THE UTILITY TRENCHES SHALL BE DONE AT NO ADDITIONAL COST TO THE OWNER.
- IF THE BOTTOM OF THE UTILITY TRENCHES ARE UNSTABLE, THE CONTRACTOR SHALL OVER EXCAVATE A MINIMUM OF 6 INCHES AND PROVIDE STABLE BEDDING BY PLACING IMPORTED DRUM ROCK OR GRANULAR CRUSHED MATERIAL.
- SITE UTILITIES SHALL BE STUBBED TO 5 FEET MINIMUM FROM THE BUILDING FACE, TYPICAL, UNLESS OTHERWISE NOTED.
- SITE UTILITIES ARE SHOWN APPROXIMATELY AND FOR GENERAL INFORMATION PURPOSES ONLY. THE CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF EXISTING UTILITIES.
- ACCESS LIDS AND SLEEVES IN PAVED AREAS SHALL BE HS-25 TRAFFIC RATED.
- WATER AND FIRE SERVICE LINES AND APPURTENANCES SHALL BE PER CITY OF HAILEY STANDARDS UNLESS OTHERWISE NOTED.
- WATER LINES SHALL BE INSTALLED WITH MINIMUM COVER OF 6 FEET.
- MAINTAIN A MINIMUM OF 10 FEET HORIZONTAL CLEARANCE BETWEEN WATER PIPE LINES AND NPWL (NON-POTABLE WATER LINES). AT CROSSINGS THERE SHALL BE A MINIMUM VERTICAL CLEARANCE OF 18 INCHES BETWEEN THE WATER PIPE (PLACED ABOVE) AND THE NON-POTABLE PIPE (PLACED BELOW). INSTALLATIONS FOR UTILITIES OTHER THAN POTABLE WATER MAY BE INSTALLED AT A CLEARANCE LESS THAN 18 INCHES IF THE NON-POTABLE LINE IS CONSTRUCTED WITH WATER GRADE PIPE OR IS ENCASED IN 4" CONCRETE. WATER QUALITY PIPE IS USED FOR THE NPWL. IT MUST BE CONSTRUCTED TO WATER MAIN STANDARDS AND PRESSURE TESTED FOR WATER TIGHTNESS FOR A HORIZONTAL DISTANCE OF 10 FEET ON BOTH SIDES OF THE CROSSING. FURTHERMORE, THE WATER LINES SHALL BE ON FULL, UN-CUT LENGTH OF WATER PIPE CENTERED OVER THE CROSSING SO THAT THE JOINTS OF THE WATER LINE ARE AS FAR AS POSSIBLE FROM THE NPWL. THE CITY OF HAILEY PROHIBITS THE USE OF WATER QUALITY PIPE AT CROSSINGS WITH CLEARANCE OF LESS THAN 18 INCHES.
- PIPE USED FOR SANITARY SEWERAGE SHALL BE PVC, ASTM D-3034, SDR 35 OR BETTER WITH A ROUGHNESS COEFFICIENT OF $n = 0.013$ OR BETTER.
- PROVIDE UTILITY MARKERS AT ALL UTILITY STUBS FOR FUTURE LOCATION AND CONNECTION BY OTHERS.
- DO NOT DISRUPT UTILITY SERVICE TO ADJACENT BUILDINGS WITHOUT NOTIFYING UTILITY COMPANY AND USER AND ARRANGING A MUTUALLY ACCEPTABLE PERIOD FOR REINSTATEMENT OF SERVICE.
- SEE LANDSCAPE DRAWINGS FOR LAWN, SHRUB AND TREE PLANTING AND IRRIGATION SYSTEM.
- SEE SITE LIGHTING PLAN FOR SITE LIGHTING AND CONDUIT LOCATIONS.
- SEE GRADING AND DRAINAGE PLAN FOR GENERAL STORM DRAINAGE NOTES. RE: C1.6A.
- THRUST BLOCKS SHALL BE INSTALLED ON ALL PRESSURE PIPELINES IN ACCORDANCE WITH THE CITY OF HAILEY STANDARDS. RE: C1.8-9 AND CITY OF HAILEY IMPROVEMENT STANDARD DRAWING 403.
- HOT TAP NOTE:** THE CONTRACTOR MUST PREPARE AND HAVE AVAILABLE AT THE TIME THE HOT TAP IS PERFORMED THE FOLLOWING:
1. A FOUR FOOT WIDE BY SEVEN FOOT LONG TRENCH, ONE FOOT DEEP (BELOW THE MAIN) THE EXCAVATION MUST BE SHORED TO OSHA STANDARDS FOR SAFETY.
 2. A BACKHOE AND QUALIFIED OPERATOR ON SITE DURING HOT TAP JOB TO LOWER AND REMOVE TAPPING MACHINE.
 3. THE TAPPING SLEEVE AND VALVE INSTALLED ON THE MAIN AND HYDROSTATICALLY PRESSURE TESTED TO THE CLASS RATING OF THE PIPE IN ACCORDANCE WITH CITY OF HAILEY STANDARDS, THE HYDROSTATIC PRESSURE TEST WILL BE OBSERVED BY THE WATER UTILITY TAPPING CREW.
 4. THE EDGE OF THE TAPPING SLEEVE MUST BE AT LEAST EIGHT INCHES FROM FITTINGS, CLAMPS, BELLS, END OF PIPE, AND OTHER TAPS.
- THE MINIMUM SEPARATION BETWEEN TAPPING SLEEVES AND SERVICE TAPS WILL BE A MINIMUM OF 18 INCHES.
- REFER TO ARCHITECT'S PLANS FOR EXACT LOCATION OF GAS, POWER, AND TELEPHONE FEEDS TO BUILDINGS AND COORDINATE WITH APPROPRIATE UTILITY COMPANIES. VERIFY CONDUIT NEED AND LOCATIONS FOR UTILITIES PRIOR TO COMMENCING WORK.
- VERIFY RELOCATION OF POWER POLES WITH IDAHO POWER COMPANY. VERIFY TELEPHONE RISER RELOCATION WITH QWEST.

- 6" WATER MAIN. RE: C1.6B
- 2 1/2" WATER SERVICE CONNECTION TO WATER MAIN. RE: C1.8-3
- 6" FIRE SPRINKLER LINE CONNECTION TO WATER MAIN WITH DOUBLE VALVE.
- 1 1/2" WATER SERVICE CONNECTION TO WATER MAIN. RE: C1.8-3
- 2 1/2" DOMESTIC WATER METER AND METER BOX, COORDINATE WITH THE CITY OF HAILEY WATER DEPARTMENT. METER FURNISHED & INSTALLED BY CITY. RE: C1.8-2
- 1 1/2" DOMESTIC WATER METER AND METER BOX, COORDINATE WITH THE CITY OF HAILEY WATER DEPARTMENT. METER FURNISHED & INSTALLED BY CITY. RE: C1.8-2
- BACKFLOW PREVENTER WITHIN BUILDING. RE: ALBERTSON'S PLUMBING PLANS.
- FIRE HYDRANT, VALVE & CONNECTION TO MAIN. RE: C1.6B
- 4" SANITARY SEWER SERVICE FOR BUILDING SANITARY SEWER. COORDINATE WITH PLUMBING PLAN FOR EXACT LOCATION.
- 4" CONNECTION TO SANITARY SEWER MAIN. RE: C1.8-1
- 8" SANITARY SEWER MAIN. RE: C1.6B.
- SANITARY SEWER MANHOLE. RE: C1.6B.
- SANITARY SEWER CLEANOUT. RE: C1.8-4
- GREASE SEWER LINE, VENT AND GREASE TRAP. RE: ALBERTSON'S PLANS.
- SANITARY SEWER SAMPLING STATION. RE: C1.8-7
- CATCH BASIN. RE: C1.8-3
- SAND AND OIL TRAP. RE: C1.8-5
- STORM DRAIN DRYWELL AND MANHOLE. RE: C1.8-6
- TRANSFORMER AND TRANSFORMER PAD LOCATION, PAD BY UTILITY. EXACT LOCATION WITH IDAHO POWER AND ALBERTSON'S ELECTRICAL PLANS FOR EXACT LOCATION.
- 8" STORM DRAIN LINE.
- 12" STORM DRAIN LINE.
- 8" DIA. ROOF DRAIN LINE OR OVERFLOW DRAIN LINE. COORDINATE WITH ALBERTSON'S ARCHITECTURAL PLANS FOR EXACT LOCATION AND TIE-IN DETAIL.
- 4" DRAIN LINE FROM TRENCH DRAIN. COORDINATE WITH PLUMBING PLAN FOR EXACT LOCATION.
- STORM DRAIN CLEANOUT. RE: C1.8-4
- 4" STORM DRAIN LINE. RE: ALBERTSON'S ARCHITECTURAL PLANS FOR EXACT LOCATION AND DOWNSPOUT DETAILS.
- TRENCH DRAIN. RE: ALBERTSON'S PLUMBING PLANS.
- PNEUMATIC TUBE, APPROXIMATELY 260 LINEAL FEET. SYSTEM INSTALLED BY PERFORMED ONLY BY AN ALBERTSON'S APPROVED INSTALLER.
- EXISTING POWER POLE TO REMAIN IN PLACE.
- EXISTING POWER POLE TO BE REMOVED BY IDAHO POWER THROUGHOUT THE PROJECT.
- NEW POWER POLE BY IDAHO POWER THROUGHOUT PROJECT.
- 3" DIA. CANOPY DRAIN LINE. COORDINATE WITH PLUMBING PLAN AND ARCHITECTURAL PLANS FOR EXACT LOCATION.
- GAS ENTRY TO BUILDING. COORDINATE WITH MECH. PLAN AND ALBERTSON'S ARCHITECTURAL PLANS FOR EXACT LOCATION.
- NEW LIGHT POLE. COORDINATE WITH ALBERTSON'S SITE ELECTRICAL EXACT LOCATION, CONDUIT RUNS & DETAIL. RE: E1.1 AND C1.5-3
- SIDEWALK SCUPPER, TIE TO CANOPY DRAIN LINE. COORDINATE WITH PLUMBING PLANS FOR EXACT LOCATION. RE: C1.5-21
- EXISTING WATER MAIN, SERVICE, FIRE HYDRANT, VALVE, OR APPURTENANCE TO BE ABANDONED, REMOVED & RELOCATED (IF SALVAGEABLE) AS A PART OF THE PROJECT. RE: C1.3
- EXISTING SEWER MAIN, SERVICE, MANHOLE OR APPURTENANCE TO BE REMOVED & RELOCATED (IF SALVAGEABLE) AS A PART OF THIS PROJECT. RE: C1.3
- REMOVAL OF EXIST. ELBOW & INSTALLATION OF NEW WATER MAIN OR SOUTH. CONNECTIONS TO BE VERIFIED.
- RETAIN & PROTECT 1300' L.F. OF EXISTING 14" DIA. WATER MAIN.
- RETAIN & PROTECT EXISTING UNDERGROUND NATURAL GAS LINE.
- RETAIN & PROTECT EXISTING UNDERGROUND TELEPHONE LINE.
- EXISTING TELEPHONE RISER TO BE RELOCATED BY QWEST. LOCATIONS DETERMINED BY QWEST.
- STRUCTURES BY OTHERS FOR SIGNALLED INTERSECTION. RE: SIGNAL PLAN BY DOBE ENGINEERING.

ALBERTSON'S
35,932 S.F. GROSS
F.F.E. = 34.70

MARKETRON

LOT 2, JOHNSON SUBDIVISION

LOT 5
EXIST. ASPHALT
EXIST. BLDG.

LOT 6
EXIST. BLDG.

LOT 4

AREA 1
60,078 TOTAL S.F.

IMPERVIOUS: 56,113 x 0.95 x 3/12 = 14,028
LANDSCAPING: 3,965 x 0.20 x 3/12 = 198
TOTAL RUN-OFF GENERATED = 14,226

DRYWELL 10' x 15' x 2' (inf. rate) 1 x (60 min. x 24 hrs.) = 12
TOTAL DRYWELL CAPACITY = 12

CONSTRUCT 10' x 15' x 2' DEEP DRYWELL NO. 1

AREA 2
83,209 TOTAL S.F.

IMPERVIOUS: 79,069 x 0.95 x 3/12 = 19,267
LANDSCAPING: 4,140 x 0.20 x 3/12 = 207
TOTAL RUN-OFF GENERATED = 19,474

DRYWELL 10' x 20' x 2' (inf. rate) 1 x (60 min. x 24 hrs.) = 12
TOTAL DRYWELL CAPACITY = 12

CONSTRUCT 10' x 20' x 2' DEEP DRYWELL NO. 2

NOTE: AREA 2 INCLUDES FUTURE CONSIDERATIONS FOR CONSTRUCTION LIMITS NOT BEING DEVELOPED AT THIS TIME. THESE CONSIDERATIONS TOTAL IMPERVIOUS FOR THIS CALCULATION.

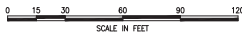
AREA 3
12,858 TOTAL S.F.

IMPERVIOUS: 9,730 x 0.95 x 3/12 = 2,382
LANDSCAPING: 3,128 x 0.20 x 3/12 = 156
TOTAL RUN-OFF GENERATED = 2,538

DRYWELL 10' x 10' x 2' (inf. rate) 1 x (60 min. x 24 hrs.) = 12
TOTAL DRYWELL CAPACITY = 12

CONSTRUCT 10' x 10' x 2' DEEP DRYWELL NO. 3

AREA 4
2,830 TOTAL S.F.



1. LOCATION OF STORAGE CONTAINERS

ORIGINAL SHEET SIZE
24" x 36"

Return to Agenda

STAFF REPORT

TO: Hailey Planning and Zoning Commission

FROM: Lisa Horowitz, Community Development Director

RE: Accessory Dwelling Unit zoning code text amendments

HEARING: November 2, 2020

Applicant: City of Hailey

Location: Primarily, LR-1, LR-2 zones, with applicability to GR as well

Note: Staff analysis is in lighter type

I. Notice

Notice for the public hearing was published in the Idaho Mountain Express on September 30, 2020 and mailed to public agencies on September 29, 2020. The item was continued on the record from the October 19, 2020 meeting.

II. Background

See Section IV.C for a summary of the Commission input at the October 19, 2020 meeting.

Accessory Dwelling Units (ADUs) are a common planning tool to incrementally increase housing stock and the variety of housing types available in a community. These accessory residential structures also allow for the sustainable use of existing infrastructure by facilitating infill development, can augment a community's stock of naturally occurring affordable housing, facilitate aging-in-place and changing family dynamics over the course of life, and with proper regulation, can be woven seamlessly into the existing built environment and its character.

ADUs have been permitted in the Townsite Overlay (Old Hailey) since 2002, and in the General Residential (GR) Zoning district since 2003. From 2002 to present approximately 50 ADUs have been constructed, with an average of 3 per year in the past six years (2014-2019). Most ADUs have been constructed concurrent with the construction of a new single-family residence or with the construction of a new garage on a site with an existing home.

ADUs are not currently permitted in the city's Limited Residential 1 and Limited Residential 2 zoning districts. The LR districts comprise approximately 50% of the residentially zoned land in city limits.

The Hailey Zoning Code defines Accessory Dwelling Unit as follows:

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

Building on earlier Commission discussions regarding ADUs (March 2019) and the housing toolkit (2016), in February 2020 Council provided high-level policy direction regarding ADUs to staff and directed staff to bring the discussion of expanding options for ADUs back to the top of the priority list.

On February 27, 2020, the Planning and Zoning Commission held a special meeting with a public workshop on Accessory Dwelling Units. The purposes of the workshop, and an accompanying white paper that preceded it, were:

- Provide a knowledge base/framework about ADU concepts (attached vs. detached, types of regulations that can be used to ensure ADUs are compatible with existing development, etc.) and Hailey's existing housing stock, and
- Solicit Commission and public feedback on four topics related to ADUs through small group discussions.

Copies of the Powerpoint prepared for the workshop and white paper are included as Attachments B and C.

The four small group discussion topics were:

- 1) Design
- 2) Review process
- 3) Parking requirements
- 4) Occupancy regulations

Since mid-summer staff has worked to incorporate the feedback received into a suite of draft zoning code text amendments for the Commission's consideration. The relation of the draft amendments to the Comprehensive Plan and the Housing Toolkit, goals of the ADU amendments, a summary of feedback from the February 2020 workshop, and the draft amendments are included below.

III. Implementation of the Comprehensive Plan

The Hailey Comprehensive Plan identifies the need to plan for population growth and infill development by-right (without waivers) as one of two ways to accommodate population growth. ADUs are an example of infill development and the proposed code amendments expand by-right ADU development opportunities.

"The City seeks to accommodate population growth through a balanced combination of two means, with one being "infill" development or redevelopment of existing land within the current City limits in accordance with existing zoning and density allowances without necessitating the use of density bonuses or waivers."

"Land Use Implications of Population Growth Scenarios: ^{SEP}Impacts resulting from growth pressure, such as environmental degradation, inadequate social and infrastructure services, and loss of small town character are concerns associated with unrestricted growth of the community; therefore, it is the responsibility of the city to plan for potential future population growth."

The Comprehensive Plan articulates the merits of affordable housing, social diversity, and social, fiscal, and environmental well-being for community and individual when people can live and work within the same community.

ADUs expand the variety of housing types available within the community, especially rental opportunities. Because ADUs as rental units are smaller in size than many primary dwelling units for rent in Hailey, ADU rental rates have a strong chance of being lower (thereby more affordable) than rents for detached primary dwellings. ADUs therefore are an opportunity to expand Hailey's stock of naturally occurring affordable housing, making the community more accessible and attainable to wage earners of various occupations, retirees, and so forth.

“Social Diversity and Social Well-Being: Sustainable communities offer equal opportunity, social harmony, and mutual respect for a diverse population. Diversity means an inclusive community of people with varied human characteristics, ideas, and world-views and whose interactions both benefit and challenge each other to grow. Such a community will:

- a. promote equity and equal opportunity**
- b. encourage interaction among diverse people to enrich life experience, promote personal growth and enhance the community**
- c. foster mutual respect, value differences and promote cross cultural understanding**
- d. attract and retain a diverse population thereby creating more diversity”**

“While many factors influence both the existence and perception of discrimination and unequal treatment, income is an important element, as are education, occupational status and life expectancy.”

“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.”

“Productivity of the workforce improves when commutes are shortened.”

“The ongoing local spending and taxes generated as a result of homes being occupied by the working community are significant.”

“Long commutes are not only costly to the workers, but to the environment as well. Carbon emissions are reduced and air quality is improved when employees live close to work. In addition, fewer commuters will alleviate the demand for more highway lanes and asphalt.”

“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.”

IV. Analysis

A. Housing Toolkit and current context

The City of Hailey and our region have identified housing for working people as a high priority. In 2016, the Commission considered an array of housing code changes via the “Housing Toolkit” presentation by staff. The Commission’s top two priorities for 2017 were:

- 1) Apartment housing along River Street and other appropriate locations, and**
- 2) Accessory Dwelling Units.**

The city has made significant progress on #1, adopting the Small Residential Apartment Housing Overlay (SRO) in August 2017 and the Downtown Residential Overlay in 2018. Both of these overlays primarily facilitate the development of small to mid-size apartment units within multi-family and mixed-use buildings located in Hailey’s downtown and downtown-adjacent areas of town.

The Commission has discussed the need for a “progression of housing types”, with the goal of providing opportunities in the zooming code to construct a range of housing. The current effort, the expansion of opportunities to build ADUs, will facilitate incremental, infill development in the zoning districts that comprise approximately half of Hailey’s residentially zoned land.

Additionally, although the city’s recognition of the potential benefits of ADUs as a housing option were recognized years ago, staff notes that inquiries regarding construction of ADUs have increased markedly as a result of the pandemic. During the spring and summer of 2020 staff experienced an uptick in interest in ADU construction from existing residents and property owners alike who spoke to the beneficial distancing opportunity ADUs provide.

B. Goals of ADU expansion

The purpose of amending the regulations regarding Accessory Dwelling Unit opportunities are:

- To implement the goal of the Hailey Comprehensive Plan with regards to housing;
 - Promote infill development
 - Plan intentionally for residential growth
 - Provide opportunities for social diversity and social well-being, both of which are enhanced when the community has a diverse housing stock
 - Provide affordable housing opportunities within the community, recognizing the nexus between housing affordability, employee retention, and a strong economy and the nexus between quality of life and productivity of the workforce when residents live nearby places of employment
- To promote the health, safety and welfare of current and future residents of the City of Hailey;
- To encourage infill while retaining neighborhood character; and

- To establish a baseline set of standards for all ADUs related to ADU floor area, size with respect to the primary residence, lot coverage, parking, screening to mitigate potential external impact, livability features, occupancy requirements, and a streamlined review process.

C. Commission feedback on ADU regulatory options

October 19, 2020 PZ Hearing

At the October 19, 2020 hearing, the Commission was generally supportive of the draft developed by staff. The Commission requested the following changes to that draft:

- 1) Clarify that ADU's in the Special Flood Hazard Area must have the top of the lowest floor elevated, and that all other requirements of the Flood Hazard Zone shall apply.
- 2) Establish a maximum ADU size of 1,000 square feet.
- 3) Establish a maximum of two (2) bedrooms for ADU's.
- 4) Require one parking space per bedroom for ADU's.
- 5) While the Commission considered additional setbacks, it was determined to be impractical for residences that currently contain a detached garage: building an ADU on top of an attached garage and setting it back 10' would be unworkable; pushing the building to the middle of the property would also result in taller buildings.

These changes are shown in green in the attached draft.

February 27, 2020 PZ Workshop

Generally speaking, at the February 27th, 2020 workshop the Commission and public expressed support for regulations that would accomplish the following:

- 1) Design
 - a. Ensure ADUs are subordinate in size to the primary residence
 - b. Ensure ADUs are compatible with the scale of the site
 - c. Mitigate potential impacts of ADUs on neighboring properties
- 2) Review process
 - a. Provide an additional layer of review for ADUs, above and beyond that of a single-family house alone, but without requiring great expense or a hearing with the Commission
 - b. No change to the existing review process for ADUs in the Townsite Overlay
- 3) Parking requirements
 - a. Ensure ADUs provide on-site, developed parking (i.e. on asphalt, gravel, grasscrete, or similar compact, permanent, surfaces)
- 4) Occupancy requirements
 - a. Protect Hailey's character as a community of primarily full-time, year-round residents. Ensure opening the door to additional ADUs throughout the city's LR zone will not allow properties with ADUs to become absentee investment properties with (2) AirBnB rentals.

D. Zoning code text amendments

The proposed zoning code text amendments are included as Attachment A. Staff notes that in addition to amending and existing sections of the zoning code to reference ADUs being permitted in the LR zones, a

new article of Chapter 17.08, Supplementary Regulations, has been drafted. This new article, Article D, is titled Accessory Dwelling Units and contains blanket regulations that will apply to all ADUs.

In summary, the suite of proposed text amendments:

- Include a cross-reference to the new ADU Supplementary Regulations section of the code in the Accessory Uses Permitted line item for each applicable zoning district;
- Amend the District Use Matrix to indicate ADUs are allowed in the LR-1 and LR-2 districts;
- Establishes a 40% maximum lot coverage in the LR-1 and LR-2 districts (no maximum currently exists);
- Require Design Review approval by the PZ Chair and Administrator for ADUs located in districts other than Townsite Overlay (the existing requirement for the Commission to provide Design Review during a public hearing for accessory structures in T.O. remains unchanged);
- Establish building heights specific to all detached ADUs and ADUs located above garages that are less than the overall maximum height permitted in the given zone
- Create the ADU Supplementary Regulations article, which:
 - Articulates a purpose and intent of the ADU regulations;
 - Establishes the applicability of the regulations;
 - Establishes that ADUs may be attached to (including incorporated within) the primary residence or may be detached from the primary residence and that only one (1) ADU is permitted per lot;
 - Requires a registration of the ADU with the city for tracking and potential enforcement purposes;
 - Establishes occupancy restrictions: when a lot contains both a primary residence and an ADU only one dwelling may be utilized for Short-Term Occupancy and where one dwelling is utilized for Short-Term Occupancy the other shall be owner-occupied or utilized as a long-term rental;
 - Establishes maximum floor-area square footages for an ADU in proportion to lot size and the floor area square footage of the primary dwelling (note the Commission should discuss if properties in Townsite Overlay should be similarly managed);
 - Establishes livability requirements related to storage and outdoor access dedicated to the ADU;
 - Establishes a requirement that ADUs be evaluated for potential light trespass to living areas on adjacent properties and requires mitigation measures if light trespass is present

V. Standards of Review

17.14.060 Criteria for Review

When evaluating any proposed amendment under this Article, the Commission shall make Findings of Fact on the following criteria:

17.14.060: CRITERIA FOR REVIEW:

A. Criteria Specified: When 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.**

Staff analysis is shown in lighter type.

A.1 The proposed amendment is in accordance with the Comprehensive Plan;

The Hailey Comprehensive Plan identifies the need to plan for population growth and infill development by-right (without waivers) as one of two ways to accommodate population growth. ADUs are an example of infill development and the proposed code amendments expand by-right ADU development opportunities.

“The City seeks to accommodate population growth through a balanced combination of two means, with one being “infill” development or redevelopment of existing land within the current City limits in accordance with existing zoning and density allowances without necessitating the use of density bonuses or waivers.”

“Land Use Implications of Population Growth Scenarios: ^L_{SEP} Impacts resulting from growth pressure, such as environmental degradation, inadequate social and infrastructure services, and loss of small town character are concerns associated with unrestricted growth of the community; therefore, it is the responsibility of the city to plan for potential future population growth.”

The Comprehensive Plan articulates the merits of affordable housing, social diversity, and social, fiscal, and environmental well-being for community and individual when people can live and work within the same community.

ADUs expand the variety of housing types available within the community, especially rental opportunities. Because ADUs as rental units are smaller in size than many primary dwelling units for rent in Hailey, ADU rental rates have a strong chance of being lower (thereby more affordable) than rents for detached primary dwellings. ADUs therefore are an opportunity to expand Hailey’s stock of naturally occurring affordable housing, making the community more accessible and attainable to wage earners of various occupations, retirees, and so forth.

“Social Diversity and Social Well-Being: Sustainable communities offer equal opportunity, social harmony, and mutual respect for a diverse population. Diversity means an inclusive community of people with varied human characteristics, ideas, and world-views and whose interactions both benefit and challenge each other to grow. Such a community will:

- a. promote equity and equal opportunity**
- b. encourage interaction among diverse people to enrich life experience, promote personal growth and enhance the community**
- c. foster mutual respect, value differences and promote cross cultural understanding**
- d. attract and retain a diverse population thereby creating more diversity”**

“While many factors influence both the existence and perception of discrimination and unequal treatment, income is an important element, as are education, occupational status and life expectancy.”

“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.”

“Productivity of the workforce improves when commutes are shortened.”

“The ongoing local spending and taxes generated as a result of homes being occupied by the working community are significant.”

“Long commutes are not only costly to the workers, but to the environment as well. Carbon emissions are reduced and air quality is improved when employees live close to work. In addition, fewer commuters will alleviate the demand for more highway lanes and asphalt.”

“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.”

Creating additional opportunities for ADU’s is compatible with the Comp Plan Land Use Map, which allows for a variety of residential development styles and densities.

A.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;

ADU’s can be accommodated with existing water, wastewater and other municipal serves, and were considered in the long-term planning for these facilities.

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

The text changes under consideration have given careful consideration to neighborhood compatibility. This includes:

- Establishing a 40% maximum lot coverage in the LR-1 and LR-2 districts (no maximum currently exists);
- Require Design Review approval by the PZ Chair and Administrator for ADUs located in districts other than Townsite Overlay (the existing requirement for the Commission to provide Design Review during a public hearing for accessory structures in T.O. remains unchanged);
- Establish building heights specific to all detached ADUs and ADUs located above garages that are less than the overall maximum height permitted in the given zone
- Create the ADU Supplementary Regulations article, which:
 - Articulates a purpose and intent of the ADU regulations;
 - Establishes the applicability of the regulations;
 - Establishes that ADUs may be attached to (including incorporated within) the primary residence or may be detached from the primary residence and that only one (1) ADU is permitted per lot;
 - Requires a registration of the ADU with the city for tracking and potential enforcement purposes;
 - Establishes occupancy restrictions: when a lot contains both a primary residence and an ADU only one dwelling may be utilized for Short-Term Occupancy and where one dwelling is utilized for Short-Term Occupancy the other shall be owner-occupied or utilized as a long-term rental;
 - Establishes maximum floor-area square footages for an ADU in proportion to lot size and the floor area square footage of the primary dwelling (note the Commission recommends at this time no changes to the regulations for ADU's in Townsite Overlay);
 - Establishes livability requirements related to storage and outdoor access dedicated to the ADU;
 - Establishes a requirement that ADUs be evaluated for potential light trespass to living areas on adjacent properties and requires mitigation measures if light trespass is present.

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

The Commission and Council have found that there is a strong basis in the Hailey Comprehensive Plan for diversification of housing opportunities. The City and the Wood River Valley have a documented need for community housing. The Comprehensive Plan calls for housing initiatives.

VI. Suggested Action

Conduct a public hearing, and recommend approval of the attached Ordinance to the City Council.

Approval:

Motion to recommend approval of Ordinance__ to the City Council, attached to this report, which includes:

Amendments to Title 17, including establishment, purposes and uses within zoning districts, Articles B, C, D, E, F, G, L and M to reference new supplemental regulations for

accessory dwelling units; amending section 17.05.040, District Use Matrix, to permit accessory dwelling units (ADUs) as a permitted use in the Limited Residential-1 (LR-1) and Limited Residential-2 (LR-2) Zoning Districts subject to criteria, including design review and bulk requirements to establish maximum heights for ADUs and lot coverage for the LR-1 and LR-2 Zoning Districts; amending section 17.06.010.a to establish a design review process for ADUs located outside of the Townsite Overlay; amending Chapter 17.08, Supplementary Regulations, to establish a new Article D containing supplemental regulations for ADUs; amending Chapter 17.09, Parking and Loading, sections 17.09.020.05.b, 17.09.020.09.d, and 17.09.020.09.d to address parking requirements for accessory dwelling units; finding the amendments are in accordance with the Comprehensive Plan, that 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, that the proposed uses are compatible with the surrounding area, and that the proposed amendment will promote the public health, safety and general welfare.

Denial:

Motion to recommend denial of Ordinance__ to the City Council, attached to this report, finding that _____ [the Commission should cite which standards are not met and provided the reason why each identified standard is not met].

Continuation:

Motion to continue the public hearing to _____ [the Commission should specify a date].

VII. Attachments

- A. Draft ordinance dated October 26, 2020
- B. Public Comment

HAILEY ORDINANCE NO.

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AMENDING TITLE 17 OF THE HAILEY MUNICIPAL CODE, BY AMENDING CHAPTER 17.04, ESTABLISHMENT, PURPOSES AND USES WITHIN ZONING DISTRICTS, ARTICLES B, C, D, E, F, G, L AND M TO REFERENCE NEW SUPPLEMENTAL REGULATIONS FOR ACCESSORY DWELLING UNITS; AMENDING SECTION 17.05.040, DISTRICT USE MATRIX, TO PERMIT ACCESSORY DWELLING UNITS (ADUS) AS A PERMITTED USE IN THE LIMITED RESIDENTIAL-1 (LR-1) AND LIMITED RESIDENTIAL-2 (LR-2) ZONING DISTRICTS SUBJECT TO CRITERIA, INCLUDING DESIGN REVIEW AND BULK REQUIREMENTS TO ESTABLISH MAXIMUM HEIGHTS FOR ADUS AND LOT COVERAGE FOR THE LR-1 AND LR-2 ZONING DISTRICTS; AMENDING SECTION 17.06.010.A TO ESTABLISH A DESIGN REVIEW PROCESS FOR ADUS LOCATED OUTSIDE OF THE TOWNSITE OVERLAY; AMENDING CHAPTER 17.08, SUPPLEMENTARY REGULATIONS, TO ESTABLISH A NEW ARTICLE D CONTAINING SUPPLEMENTAL REGULATIONS FOR ADUS; AMENDING CHAPTER 17.09, PARKING AND LOADING, SECTIONS 17.09.020.05.B, 17.09.020.09.D, AND 17.09.020.09.D TO ADDRESS PARKING REQUIREMENTS FOR ACCESSORY DWELLING UNITS; 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 Commission and Council have determined that municipal code changes that expand housing opportunities in Hailey is a priority;

WHEREAS, the Commission recommends that the proposed changes to Accessory Dwelling Unit standards will encourage modest infill housing development to meet the needs of the community as contemplated in the 2010 Hailey Comprehensive Plan;

WHEREAS the changes proposed will address supplemental design, quality of life, and use restrictions for Accessory Dwelling Units with the intent of reinforcing the following statements and goals contained within the Comprehensive Plan:

WHEREAS, the Hailey Comprehensive Plan calls for:

1. The City seeks to accommodate population growth through a balanced combination of two means, with one being “infill” development or redevelopment of existing land within the current City limits in accordance with existing zoning and density allowances without necessitating the use of density bonuses or waivers.
2. Land Use Implications of Population Growth Scenarios:^[1]_[SEP]Impacts resulting from growth pressure, such as environmental degradation, inadequate social and infrastructure services, and loss of small town character are concerns associated with unrestricted growth of the community; therefore, it is the responsibility of the city to plan for potential future population growth.
3. Social Diversity and Social Well-Being: Sustainable communities offer equal opportunity,

social harmony, and mutual respect for a diverse population. Diversity means an inclusive community of people with varied human characteristics, ideas, and world-views and whose interactions both benefit and challenge each other to grow. Such a community will:

- a. promote equity and equal opportunity
 - b. encourage interaction among diverse people to enrich life experience, promote personal growth and enhance the community
 - c. foster mutual respect, value differences and promote cross cultural understanding
 - d. attract and retain a diverse population thereby creating more diversity
4. While many factors influence both the existence and perception of discrimination and unequal treatment, income is an important element, as are education, occupational status and life expectancy.
 5. 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.
 6. Productivity of the workforce improves when commutes are shortened.
 7. The ongoing local spending and taxes generated as a result of homes being occupied by the working community are significant.
 8. Long commutes are not only costly to the workers, but to the environment as well. Carbon emissions are reduced and air quality is improved when employees live close to work. In addition, fewer commuters will alleviate the demand for more highway lanes and asphalt.
 9. 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.

WHEREAS, essential public facilities and services are available to Accessory Dwelling Units without excessive public cost;

WHEREAS, the proposed accessory dwelling use is compatible with the surrounding area; and

WHEREAS, the Zoning text 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. Chapter 17.04 of the Hailey Municipal Code is hereby amended by the addition of the underlined language, as follows:

17.04B.040: Accessory uses for the LR district are described in the district use matrix, section 17.05.040 of this title. Supplemental standards for Accessory Dwelling Units are contained in Chapter 17.08, Article D. Accessory Dwelling Units.

17.04C.040: Accessory Uses: Accessory uses for the GR district are described in the district use matrix, section 17.05.040 of this title. Supplemental standards for Accessory Dwelling Units are contained in Chapter 17.08, Article D. Accessory Dwelling Units.

~~17.04C.050.B. Gross Floor Area of Detached Accessory Dwelling Units: Detached accessory dwelling units shall have a minimum gross floor area of three hundred (300) square feet and a maximum gross floor area of nine hundred fifty (950) square feet.~~

17.04D.040: Accessory Uses: Accessory uses for the NB district are described in the district use matrix, section 17.05.040 of this title. Supplemental standards for Accessory Dwelling Units are contained in Chapter 17.08, Article D. Accessory Dwelling Units.

17.04E.040: Accessory Uses: Accessory uses for the LB district are described in the district use matrix, section 17.05.040 of this title. Supplemental standards for Accessory Dwelling Units are contained in Chapter 17.08, Article D. Accessory Dwelling Units.

17.04F.040: Accessory Uses: Accessory uses for the TN district are described in the district use matrix, section 17.05.040 of this title. Supplemental standards for Accessory Dwelling Units are contained in Chapter 17.08, Article D. Accessory Dwelling Units.

17.04G.040: Accessory Uses: Accessory uses for the B district are described in the district use matrix, section 17.05.040 of this title. Supplemental standards for Accessory Dwelling Units are contained in Chapter 17.08, Article D. Accessory Dwelling Units.

17.04L.040: Accessory Uses: Accessory uses for the SCI district are described in the district use matrix, section 17.05.040 of this title. Supplemental standards for Accessory Dwelling Units are contained in Chapter 17.08, Article D. Accessory Dwelling Units.

17.04M.060.F. Accessory Dwelling Units: Accessory Dwelling Units shall have a minimum gross floor area of three hundred (300) square feet and a maximum gross floor area of nine hundred (900) square feet. Supplemental standards for Accessory Dwelling Units are contained in Chapter 17.08, Article D. Accessory Dwelling Units.

Section 2. Section 17.05.040 of the Hailey Municipal Code is hereby amended by the addition of the underlined language and the deletion of the stricken language, as follows:

Category	Description (Excerpt)	RGB	LR- 1	LR- 2	GR	NB	LB	TN	B	LI	TI	A	SCI - SO	SCI -I
Accessory dwelling unit (ADU)	1 accessory dwelling unit on lots 7,000 square feet or larger, accessory to a single-family dwelling unit or to a nonresidential principal building. Primary vehicular access to any ADU shall be from a City street or alley. All accessory dwelling units shall have adequate water and sewer services installed to meet City standards	N	NA ² ₃	NA ² ₃	A ²³	A ²³	A ²³	A ²³	A ² ₃	N	N	N	A ²³	A ²³

BULK REQUIREMENTS

Category	Description (Excerpt)	RGB	LR-1	LR-2	GR	NB	LB	TN	B	LI	TI	A	SC I- SO	SCI- I
Building Height		35 ^{21,2} ₂	30 ^{21,2} _{2, 24}	30 ^{21,2} _{2, 24}	35 ^{21,2} _{2, 24}	30 ²⁴	35 ² ₄	35 ² ₄	35 ²⁴	35	35	See note 12	35	30 ^{21,2} ₂
Total lot coverage	Total maximum coverage by all buildings, which includes 1 accessory dwelling unit (percentage)	-	<u>40</u>	<u>40</u>	40	-	-	30 ¹ ₀	-	75	75	See note 12	70	70

23. Accessory Dwelling Units (ADUs) are subject to Administrative Design Review or Design Review, depending on the zoning district and/or applicable overlay zones, and Supplementary Regulations. See chapters 17.06, Design Review and 17.08, Article D, for regulations. Additionally, detached Accessory Dwelling Units are subject to height limitations. See Footnote 24.

24. In the LR-1, LR-2, GR zones and within the Townsite Overlay on lots where the principal building is a single-family residence Accessory Dwelling Units (ADUs) that are detached from the principal building are limited to twenty-eight feet (28') when located above a garage and one-story and eighteen feet (18') when not located above a garage. Where an ADU is incorporated into the primary structure the height limit in the zone applies. **Where a lot contains a multiple story primary residence a detached ADU that is not located above a garage may contain two stories provided the twenty-eight (28') height limit is met.** These height limitations are intended to ensure ADUs are secondary and subordinate to the principal buildings. In the Townsite Overlay where the principal building is a commercial building the maximum height for the zone applies to the ADU.

Section 3. Section 17.06.010.A, Table 1, of the Hailey Municipal Code is hereby amended by the addition of the underlined language and the deletion of the stricken language, as follows:

17.06.010.A. Design Review Approval Or Exemption: No person shall build, develop or substantially remodel or alter the exterior of the following buildings without receiving design review approval or exemption pursuant to this chapter, as outlined in the matrix below:

TABLE 1
PROJECT TYPES

Type Of Use		Exempt (PZ Chair And Administrator)	Hearings Examiner	Full PZ Review
New construction:				
	All zones: Nonresidential buildings			X
	All zones: Residential of 3 or more units			X
	<u>All zones other than Townsite Overlay District: Accessory Dwelling Units</u>	<u>X</u>		
	Townsite Overlay District: New single-family or duplex			X
	Townsite Overlay District: Accessory structures <u>(including Accessory Dwelling Units)</u>			X

Section 4, Chapter 17.08, Supplementary Regulations, of the Hailey Municipal Code is hereby amended by the addition of the underlined language and the deletion of the stricken language, as follows:

Article D. Accessory Dwelling Units

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, 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, quality of life, and use restrictions for Accessory Dwelling Units 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 residential neighborhoods that are supported, protected, and connected. 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. Impacts resulting from growth pressure, such as environmental degradation, inadequate social and infrastructure services, and loss of small town character are concerns associated with unrestricted growth of the community; therefore, it is the responsibility of the city to plan for potential future population growth.
3. 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 provide opportunities for infill development and redevelopment.
4. 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.

17.08D.020: Applicability

A. The standards of this section apply to all Accessory Dwelling Units created after *<insert date of adoption of code amendments>*, whether created by new construction, addition, or conversion of an existing building or area within an existing building.

17.08D.030: General Provisions

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

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

C. Accessory Dwelling Units are only permitted in conjunction with single-family residences in residential zones. In the Townsite Overlay and SCI zones Accessory Dwelling Units are permitted in conjunction with commercial buildings.

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.

17.08D.040: Registration of Accessory Dwelling Units Required

A. All Accessory Dwelling Units created after *<insert date of adoption of code amendments>* shall be issued an Accessory Dwelling Unit Compliance Certificate.

17.08D.050: Occupancy Restrictions – Short Term Occupancy

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

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.

17.08D.060: Subordinate Scale and Size

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

B. Maximum floor area:

<u>Lot Size (square feet)</u>	<u>Minimum Gross Floor Area (square feet)¹</u>	<u>Maximum Gross Floor Area (square feet)^{1,2}</u>
<u>7,000</u>	<u>300</u>	<u>900</u>
<u>7,001 – 8,000</u>	<u>300</u>	<u>950</u>
<u>Lots 8,001 and greater</u>	<u>300</u>	<u>1,000</u>
<u>1. Gross square footage calculations for Accessory Dwelling Units does not include exterior, uncovered staircases. Interior staircases and circulation corridors are included.</u>		
<u>2. Accessory Dwelling Units in the Townsite Overlay are limited to 900 gross square feet in size.</u>		

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

17.08D.070: Livability

A. Storage: All units under five hundred (500) square feet shall be provided with on-site storage suitable for bikes, skis and other similar items. Size, location and design of the storage areas shall be determined during site plan review; when an ADU is being incorporated into an existing structure storage may be incorporated into the existing structure or another accessory building on the same lot, such as a detached garage.

B. 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.

Section 5. Chapter 17.09, Parking and Loading, of the Hailey Municipal Code is hereby amended by the addition of the underlined language and the deletion of the stricken language, as follows:

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

17.09.020.09.D. 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.

17.09.040.01:

Accessory dwelling units and all dwellings less than 1,000 square feet	<u>Accessory Dwelling Units require one (1) parking space per bedroom, with a minimum of 1 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.</u>
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Section 6. 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 7. Repealer Clause. All City of Hailey ordinances or parts thereof, which are in conflict herewith, are hereby repealed.

Section 8. 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 _____, 2020.

Martha Burke, Mayor, City of Hailey

Attest:

Mary Cone, City Clerk

**Public Comment
Received prior to
October 19, 2020
was distributed to
the
Commissioners.**

Return to Agenda