

Agenda
Hailey Planning and Zoning Commission
Monday, September 15, 2025
5:30 p.m.

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

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[+1 469-206-8535](tel:+14692068535), [602369677#](tel:+14692068535602369677#) United States, Dallas

Phone Conference ID: 602 369 677#

Call to Order Hailey Planning and Zoning Commission

- Public Comment for items not on the Agenda.

Consent Agenda - ACTION ITEM

- **CA 1** Motion to approve Findings of Fact, Conclusions of Law, and Decision of a Conditional Use Application by Colleen Dwyer, for the approval of a healing center that provides private yoga therapy, small group yoga sessions in groups of one (1) to three (3), and private reiki sessions, all proposed to be located at 21 Comet Lane, Unit 4 (21 COMET CONDOMINIUMSUNIT 4 20%) in the SCI – Sales and Offices (SCI-SO) Zoning District.

ACTION ITEM

Public Hearing - ACTION ITEM

- **PH 1** Consideration of a Conditional Use Application by Cassidy Thompson for the approval to open a dance studio (health and fitness facility) at 3950 Woodside Blvd (Lot 1, Block 45, Woodside Subdivision #10), a parcel located within the Light Industrial (LI) Zoning District. This is an existing conditional use of health and fitness facility at this location. **ACTION ITEM**
- **PH 2** Consideration of a Planned Unit Development Application by Skyway Apartments, is seeking the approval to convert the existing motel/short-term rental units into fifty (50) long-term rental units, to comprise twelve (12) studio units, twenty (20) one-bedroom units, fifteen (15) two-bedroom units and three (3) three-bedroom units. Five (5) of the proposed fifty (50) residential units would be perpetually dedicated rent-restricted housing as this project's community benefit. This project is located at 804 South 4th

Avenue (Lot 1B, Block 137, Townsite) in the Limited Business (LB) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM**

Administrative Review – NO ACTION ITEM

- [AR 1](#) Accessory Dwelling Unit (ADU) Application by Kenneth and Donna Rhee for the construction of a 942 square foot detached ADU. This project is located at 1011 Red Elephant Drive (Lot 1, Block 6, Della View Subdivision), within the Limited Residential (LR-1) Zoning District.

Staff Reports and Discussion

- **SR 1 Meeting:** Monday, October 6, 2025:
 - o PP: Quigley Block 5; CUP: Airport

Adjourn by 8:00 PM - ACTION ITEM

Return to Agenda

FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On September 2, 2025, the Hailey Planning and Zoning Commission considered and approved a Conditional Use Permit Application, submitted by Colleen Dwyer, for the approval of a healing center that provides private yoga therapy, small group yoga sessions in groups of one (1) to three (3), and private reiki sessions, all proposed to be located at 21 Comet Lane, Unit 4 (21 Comet Condominiums, Unit 4 20%) in the SCI – Sales and Offices (SCI-SO) Zoning District.

The Hailey Planning and Zoning Commission enters these Findings of Fact, Conclusions of Law and Decision.

Applicant: Colleen Dwyer
Location: 21 Comet Lane, Unit 4 (21 Comet Condominiums, Unit 4 20%)
Zoning: SCI Sales and Offices (SCI-SO)

Notice: Notice for the public hearing was published in the Idaho Mountain Express on August 13, 2025, and mailed to adjoining property owners on August 13, 2025. The onsite notice was posted to the property on August 26, 2025.

Background and Project Overview: The Applicant proposed a healing center intended to provide private yoga therapy for small private group sessions within the Sales and Office Subdistrict (SCI-SO).

The purpose of the sales and office subdistrict is to allow for a master planned office, technology and service park and associated sales and support uses, as well as a location for the sales and service of large or bulky retail goods, or goods associated directly with the building trades. The subdistrict was created to provide a location for those uses that might otherwise be appropriate in, but, by their nature, may be inappropriate for the central business district. The nature of those businesses which are appropriate for this subdistrict are those that require a substantial number of service vehicles, have a substantial portion of the building area dedicated to storage or processing, or consist of uses or scale of operation that are better accommodated outside the central business district. This article assumes that the following list of uses is not exhaustive and that other like uses may be permitted upon administrative review pursuant to subsection [17.01.050B](#) of this title, as amended. (Ord. 1191, 2015)

The proposed use complements the purpose of the SCI-SO District by proposing to create an efficient, functional, and inspiring space that optimizes productivity and offers personalized small group yoga therapy sessions. The proposed use further provides a master-planned office space within an industrial development that is designed for a mixed-use community or business park, which allows individuals to seek tailored solutions to address their unique health and fitness needs. Furthermore, the effects of the proposed use on adjoining properties in terms of noise and traffic will be minimal, as the proposed use correlates with the existing industrial uses of the district.

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

a unanimous approval of the Hailey Planning and Zoning Commission, after deliberations on each of the criteria detailed herein below.

On September 2, 2025, the Commission discussed and unanimously approved the Conditional Use Permit Application, submitted by Colleen Dwyer, for the approval of a healing center intended to provide private yoga therapy, small group yoga sessions in groups of one (1) to three (3), and private reiki sessions, all proposed to be located at 21 Comet Lane, Unit 4 (21 Comet Condominiums, Unit 4 20%) in the SCI – Sales and Offices (SCI-SO) Zoning District.

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> <ol 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Department Comments	<p>Engineering: <i>No comments</i></p> <hr/> <p>Life/Safety: <i>No comments</i></p> <hr/> <p>Water and Sewer:</p> <hr/> <p>Building: <i>No comments</i></p> <hr/> <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>No signage is proposed at this time; however, if the Applicant decides to add signage for the business, a Sign Permit Application shall be required prior to the installation of any new signage. This has been made a Condition of Approval. Findings: Compliance. This standard has been met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.08C.040 Outdoor Lighting Standards	<p>17.08C.040 General Standards</p> <ul style="list-style-type: none"> e. All exterior lighting shall be designed, located and lamped in order to prevent: <ul style="list-style-type: none"> 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, the Applicant is not proposing to install any additional exterior lighting. The original lighting from the development is in place and appears to be code compliant. Findings: Compliance. This standard is either not applicable or has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.09.040 On-site Parking Req.	See Section 17.09.040 for applicable code.
			Staff Comments	<i>Per the city's code, the Applicant is required to provide one (1) onsite parking space per 1,000 square feet of commercial space. The total square footage of the commercial space within the mixed-use unit is 669 square feet. While not required to provide an additional space based on its small size, the Applicant has provided the required one (1) onsite space as well as two (2) additional common parking spaces and one (1) common accessible parking space that is usable and shared by the condominium development. Onsite parking requirements for the proposed use have been met. Findings: Compliance. This standard has been met.</i>

CUP: Blossoming Yoga Studio; 21 Comet Lane
 Planning and Zoning Commission – September 15, 2025
 Findings of Fact

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>17.09.020.08(B)</p>	<p>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.</p> <p><i>Staff Comments</i> <i>N/A, as the site is not serviced by an alley.</i> <i>Findings: Compliance. This standard is either not applicable or has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.09.020.08(C)</p>	<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> <i>The proposed site access is through an existing ingress and egress located off Comet Lane, as shown below.</i> <i>Findings: Compliance. This standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.09.020.08(D)</p>	<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> <i>No onsite loading spaces are required with this Conditional Use Application.</i></p>

				<i>All ingress and egress to the site is proposed from the existing access off Comet Lane. The Condominium building is located at the end of Comet Lane with vacant adjacent lots surrounding the parcel, providing clear visibility. Findings: Compliance. This standard has been met.</i>
<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.
			<i>Staff Comments</i>	<i>N/A. No subdivision access will be impacted by this project. Findings: Compliance. This standard is either not applicable or has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.09.020.08(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>	<i>The Applicant is proposing one (1) onsite parking space for unit #4 within the multi-unit condominium. The existing configuration allows for vehicles to back from the parking area into the public right-of-way which is permitted in the SCI-SO district. Findings: Compliance. This standard has been met.</i>
<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>	<i>N/A, as the proposed project does not include any stacked parking for the existing condominium building. Findings: Compliance. This standard is either not applicable or has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chapter 17.05: Bulk Requirements	SCI-SO District: <ul style="list-style-type: none"> ● Maximum Building Height: 35 feet ● Minimum Setbacks: <ul style="list-style-type: none"> ○ Front Setback: 10 feet ○ Side and Rear Yard Setback: 10/side and 10/rear. ● Maximum Lot Coverage: 70
			<i>Staff Comments</i>	<i>The Condominium building is developed, and all bulk requirements have been met. The proposed Application does not alter nor change the existing setbacks or building height. Findings: Compliance. This standard has been met.</i>
Chapter 17.11 Criteria for Review of Conditional Use Permits				
Compliant			Standards and Commission Findings	
Yes	No	N/A	City Code	City Standards and Commission Findings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.010	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> <p><i>The Comprehensive Plan calls for economic diversity to support a variety of projects and programs that meet the needs generated by various segments of the population. The proposed use aligns with the following Goals of Hailey' Comprehensive Plan:</i></p> <p>6.1 Encourage a diversity of economic development opportunities within Hailey:</p> <ul style="list-style-type: none"> <i>A healthy mix of businesses of different types, sizes, and industry sectors generates a sustainable dynamic where local establishments can support one another as the economy expands and evolves over time. The proposed Application provides a new business to the city, providing private yoga therapy sessions.</i> <p><i>Findings: Compliance. This standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.11.040.01(a)</p> <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>
			<p><i>Staff Comments</i></p> <p><i>The City recognizes that certain uses possess unique and special characteristics with respect to their location, design, size, method of operation, use, and circulation. In order to protect public welfare, and to further ensure that there's conformance with our Comprehensive Plan, a Conditional Use Permit has been submitted.</i></p> <p><i>The proposed use provides a master-planned office space within an industrial development that is designed for a mixed-use community or business park. The use allows individuals to seek tailored solutions to address their unique health and fitness needs by providing private yoga therapy sessions. The use is compatible with other uses in the SCI-SO Zoning District.</i></p> <p><i>Findings: Compliance. This standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.11.040.01(b)</p> <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>
			<p><i>Staff Comments</i></p> <p><i>The building is a multi-unit, mixed-use condominium development within the SCI-SO District. The proposed use for the unit complies with the district and adjoining properties and does not change nor alter the character of the district.</i></p>

				<p>Hand-drawn floor plan of a yoga studio. The plan shows a 'practice space' of 250 sq. ft. at the top, with an 'entrance for business' and a '(patio) (personal)'. Below the practice space is a '(kitchen) (personal)' and a 'walkway with reference books' of 114 sq. ft. A '(stairway)' is shown on the left side. Below the kitchen is a '(entrance) (personal)'. At the bottom are a 'rest room' (49 sq. ft.), a 'consultation' room (196 sq. ft.), an 'office' (60 sq. ft.), and a '(bedroom) (personal)'. There is also an unlabeled '(personal)' space at the very bottom.</p>
				<p><i>Findings: Compliance. This standard has been met.</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> <p><i>Staff Comments</i> <i>The effects of the proposed use on adjoining properties will not be hazardous or disturbing to existing or future neighboring uses.</i> <i>Findings: Compliance. This standard has been met.</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> <p><i>Staff Comments</i> <i>The site is currently serviced by essential public facilities and services.</i> <i>Findings: Compliance. This standard has been met.</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 or facilities for the operation of said use. Findings: Compliance. This standard has been met.</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>The proposed use will not have a negative impact on the surrounding properties. Vehicular traffic for the yoga studio will be minimal, as private sessions of no more than three (3) clients at one time are proposed or permitted, and all activity will take place inside the commercial space. Findings: Compliance. This standard has been met.</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>All vehicular approaches to the property exist off Comet Lane. Findings: Compliance. This standard has been met.</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>No trees or mature landscaping, scenic or historic features will be removed from the site as the site is developed. Findings: Compliance. 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 Hailey Municipal Code, 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 Hailey Municipal Code.**

- 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 17.11, Conditional Use Permits, other Chapters of the Hailey Municipal Code and City Standards.

DECISION

The Planning and Zoning Commission considered and approved the Conditional Use Permit Application, submitted by Colleen Dwyer, for the approval of a healing center that provides private yoga therapy, small group yoga sessions in groups of one (1) to three (3), and private reiki sessions, all proposed to be located at 21 Comet Lane, Unit 4 (21 Comet Condominiums, Unit 4 20%) in the SCI – Sales and Offices (SCI-SO) 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 Hailey Municipal Code Section 17.11, Conditional Use Permits, additional applicable requirements of Title 17, Title 18, and City Standards, provided conditions (a) through (b) are met:

The following Conditions are 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 the proposed project.
- b) A Sign Permit Application shall be submitted prior to the installation of any new signage for the business.

Signed this ____ day of _____, 2025.

Janet Fugate, Planning and Zoning Chair

Attest:

Jessica Parker, Building Coordinator, Deputy Treasurer

Return to Agenda



Staff Report
Hailey Planning and Zoning Commission
Regular Meeting of September 15, 2025

To: Hailey Planning & Zoning Commission
From: Ashley Dyer, Community Development City Planner

Overview: Consideration of a Conditional Use Application by Cassidy Thompson and Sherry Horton for the approval of a Performing Arts Studio offering dance instruction for children, teens and adults. The studio will host group classes as well as occasional private lessons in ballet, jazz, tap, lyrical and hip-hop. All proposed to be located at 3950 Woodside Boulevard (Lot 1 Block 45 Woodside Subdivision #10) in Light Industrial (LI) Zoning District.

Hearing: September 15, 2025

Applicant: Cassidy Thompson and Sherry Horton
Location: 3950 Woodside Boulevard (Lot 1 Block 45 Woodside Subdivision #10)
Zoning: Light Industrial (LI) Zoning District

Notice: Notice for the public hearing was published in the Idaho Mountain Express on August 30, 2025, and mailed to adjoining property owners on August 30, 2025. The onsite notice was posted to the property on September 11, 2025.

Application: The Applicant proposes a Performing Arts Studio offering dance instruction for children, teens and adults. with classes being scheduled Monday- Saturday between 11am and 8pm with most activity occurring in the late afternoon and early evening. The existing use of the building is a gymnastics and cheer academy, which operated at the location for over 13 years.

The purpose of the LI district is to provide areas for light industrial operations and limited related (or associated) retail sales. "Limited related retail sales" is defined as restricted to retail sales clearly associated with and secondary to the permitted use and of the type not normally located in downtown business districts (e.g., the retail sale of auto parts by an auto dealership). The area is characterized by industrial and service type traffic usage and patterns, and light manufacturing or construction related services. The intent is to group these uses that demand similar circulation patterns and service requirements together and provide regulations to preserve the integrity of the industrial uses while ensuring the health, welfare and safety of the community. (Ord. 1191, 2015)

The proposed use complements the purpose of the Light Industrial District by supporting less intensive industrial activity compared to those of heavy industrial facilities. Light industrial zones are designed as transitional areas between commercial/residential and heavy industrial districts, providing more function for mixed-use and commercial spaces that require adequate space to accommodate the needs of their clients. The proposed building and use offer a softer transition to those heavier industrial uses, and complements the surrounding area nicely – Syringa Mountain School, Power Engineers, Valley Restoration, and various plumbing and electrical retail shops are other, less-intensive industrial uses

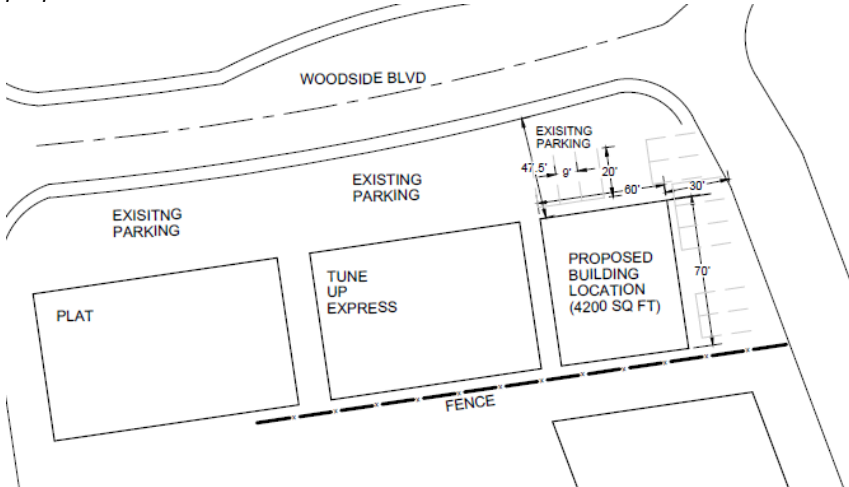
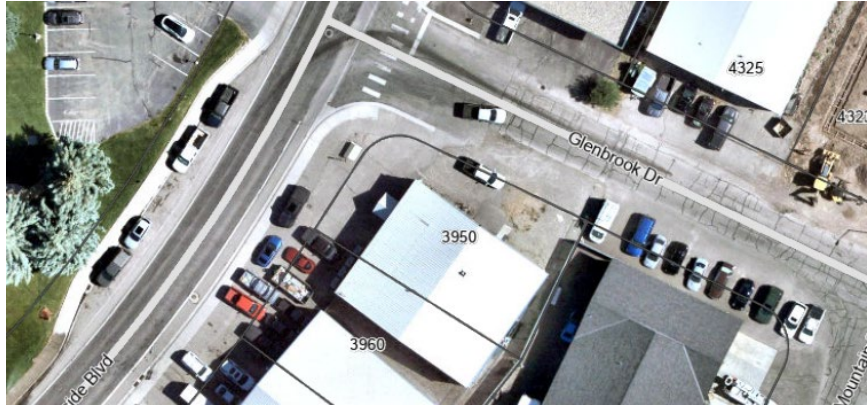
located adjacent the building or nearby. Furthermore, the effects of the proposed use on adjoining properties in terms of noise and traffic will be minimal, as arts and dance will be located inside the building and the hours of operation are Monday-Saturday between the hours of 11am and 8pm with most activity occurring in the late afternoon and early evening.

The location was previously operated by Spirit N’ Motion Athletic School, a successful gymnastics and cheer academy for over 13 years. The previous Academy had minimal to no negative effects on the Light Industrial District or the purpose of the district; Staff expects the same from the proposed Performing Arts Studio.

Procedural History: The Conditional Use Permit Application was submitted on August 7, 2025, and certified complete on August 26, 2025. A public hearing before the Planning and Zoning Commission for approval or denial of the project will be held on September 15, 2025, in the Hailey City Council Chambers and virtually via Microsoft Teams.

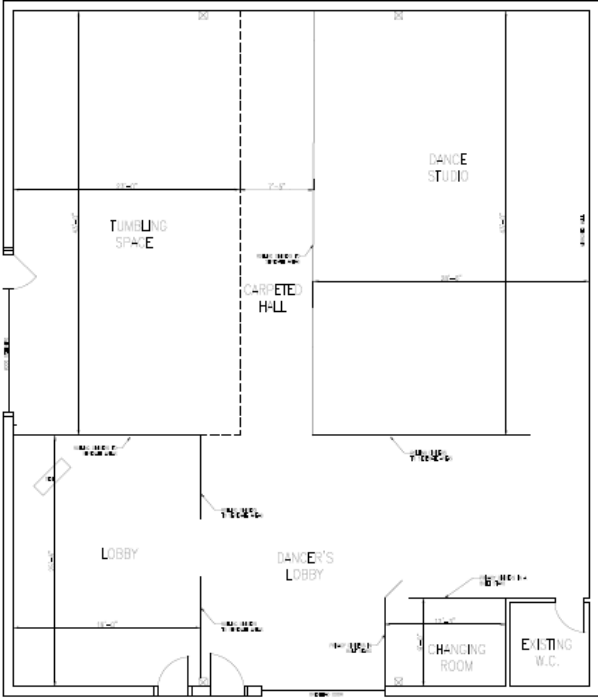
General Requirements for all Conditional Use Permits				
Compliant			Standards and Commission Findings	
Yes	No	N/A	City Code	City Standards and <i>Commission Findings</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.020	<p>Complete Application: 17.11.020 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Department Comments	<p>Engineering: <i>No comments</i></p> <p>Life/Safety: <i>Applicant shall switch the direction of the front doors. While required to do so, the building is appropriate for the use, and the Applicant has been approved by Hailey Fire to open its doors while working to make alterations to the doors. This has been made a Condition of Approval.</i></p> <p>Water and Sewer:</p> <p>Building: <i>No comments</i></p> <p>Streets: <i>No comments</i></p> <p>Parks: <i>No comments</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.08A Signs	<p>17.08A Signs: <i>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></p>
			Staff Comments	<p><i>No signage is proposed at this time; however, if the Applicant decides to add signage for the business, a Sign Permit Application shall be required prior to the installation of any new signage. This has been made a Condition of Approval.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.08C.040 Outdoor Lighting Standards	<p>17.08C.040 General Standards</p> <p>e. All exterior lighting shall be designed, located and lamped in order to prevent:</p> <ul style="list-style-type: none"> a. Overlighting; b. Energy waste; c. Glare; d. Light Trespass; e. Skyglow. <p>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.</p> <p>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.</p> <p>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.</p>
			Staff Comments	<p><i>N/A, the Applicant is not proposing to install any additional exterior lighting. The original lighting from the development is in place and appears to be code compliant.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.09.040 On-site Parking Req.	<p>See Section 17.09.040 for applicable code.</p>
			Staff Comments	<p><i>Per the city's code, the Applicant is required to provide one (1) onsite parking space per 1,000 square feet of commercial space. The total square footage of the commercial space is 4,200 square feet. The Applicant is required to provide four (4) onsite spaces for the commercial space. The Applicant has provided the required four (4) onsite spaces as well as an additional six (6) spaces to ensure that the use has sufficient onsite parking for the dance studio. The total onsite</i></p>

			<p><i>parking for the project is ten (10) spaces. Onsite parking requirements for the proposed use have been met.</i></p> 
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>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.</p> <p><i>Staff Comments</i> N/A, as the site is not serviced by an alley.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>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.</p> <p><i>Staff Comments</i> The proposed site access is through an existing ingress and egress located off Woodside Boulevard and Glenbrook Drive, as shown below.</p> 
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>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.</p> <p><i>Staff Comments</i> No onsite loading spaces are required with this Conditional Use Application. All ingress and egress to the site is proposed from the existing access off Woodside Boulevard and Glenbrook Drive.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>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.</p>

			<i>Staff Comments</i>	<i>N/A. No subdivision access will be impacted by this project.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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>	<i>The Applicant is proposing a total of ten (10) onsite parking spaces for the dance academy. The existing configuration allows vehicles to enter into the onsite parking area without needing to back into the public right-of-way.</i>
<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>	<i>N/A, as the proposed project does not include any stacked parking for the existing building.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chapter 17.05: Bulk Requirements	LI District: <ul style="list-style-type: none"> ● Maximum Building Height: 35 feet ● Minimum Setbacks: <ul style="list-style-type: none"> ○ Front Setback: 10 feet ○ Side and Rear Yard Setback: 10/side and 10/rear. ● Maximum Lot Coverage: 75
			<i>Staff Comments</i>	<i>The building is developed, and all bulk requirements have been met. The proposed Application does not alter nor change the existing setbacks, lot coverage, or building height.</i>
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	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.
			<i>Staff Comments</i>	<i>The Comprehensive Plan calls for economic diversity to support a variety of projects and programs that meet the needs generated by various segments of the population. The proposed use aligns with the following Goals of Hailey’ Comprehensive Plan:</i> 6.1 Encourage a diversity of economic development opportunities within Hailey: <ul style="list-style-type: none"> ● <i>A healthy mix of businesses of different types, sizes, and industry sectors generates a sustainable dynamic where local establishments can support one another as the economy expands and evolves over</i>

				<i>time. The proposed Application provides a new business to the city, providing youth and adult dance classes.</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>
			Staff Comments	<p><i>The City recognizes that certain uses possess unique and special characteristics with respect to their location, design, size, method of operation, use, and circulation. In order to protect public welfare, and to further ensure that there's conformance with our Comprehensive Plan, a Conditional Use Permit has been submitted.</i></p> <p><i>The proposed use complements the purpose of the Light Industrial District by supporting less intensive industrial activity compared to those of heavy industrial facilities. Light industrial zones are designed as transitional areas between commercial/residential and heavy industrial districts, providing more function for mixed-use and commercial spaces that require adequate space to accommodate the needs of their clients. The proposed building and use offer a softer transition to those heavier industrial uses, and complements the surrounding are nicely – Syringa Mountain School, Power Engineers, Valley Restoration, and various plumbing and electrical retail shops are additional, less-intensive industrial uses located adjacent the building or nearby. Furthermore, the effects of the proposed use on adjoining properties in terms of noise and traffic will be minimal, as arts and dance will be located inside the building and the hours of operation are Monday-Saturday between the hours of 11am and 8pm with most activity occurring in the late afternoon and early evening.</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>
			Staff Comments	<p><i>The building is an existing commercial development within the LI District. The proposed use for the unit complies with the district and adjoining properties and does not change nor alter the character of the district. The previous use of the building was operated by Spirit N' Motion Athletic School, a successful gymnastics and cheer academy for over 13 years. The previous Academy had minimal to no negative effects on the Light Industrial District or the purpose of the district.</i></p>

				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.11.040.01(c)	c. Will not be hazardous or disturbing to existing or future neighboring uses;
			<i>Staff Comments</i>	<i>The effects of the proposed use on adjoining properties will not be hazardous or disturbing to existing or future neighboring uses.</i>
<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 is currently serviced 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 or facilities for the operation of said use.</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>The proposed use will not have a negative impact on the surrounding properties. The Light Industrial District is compiled of numerous commercial, light industrial, and industrial properties that have similar vehicular traffic flow. Vehicular traffic for the dance academy will be minimal, with classes being scheduled Monday- Saturday between 11am and 8pm with most activity occurring in the late afternoon and early evening.</i>
			17.11.040.01(g)	g. Will have vehicular approaches to the property which shall be

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		designed so as not to create an interference with traffic on surrounding public thoroughfares;
			<i>Staff Comments</i>	<i>All vehicular approaches to the property exist off Woodside Boulevard and Glenbrook Drive.</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>No trees or mature landscaping, scenic or historic features will be removed from the site as the site is developed.</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 Hailey Municipal Code, in making their decision.

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

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 the proposed project.
- b) The Applicant shall modify the swing direction of the front doors, as discussed and approved by the Hailey Fire Department.
- c) A Sign Permit Application shall be submitted prior to the installation of any new signage for the business.

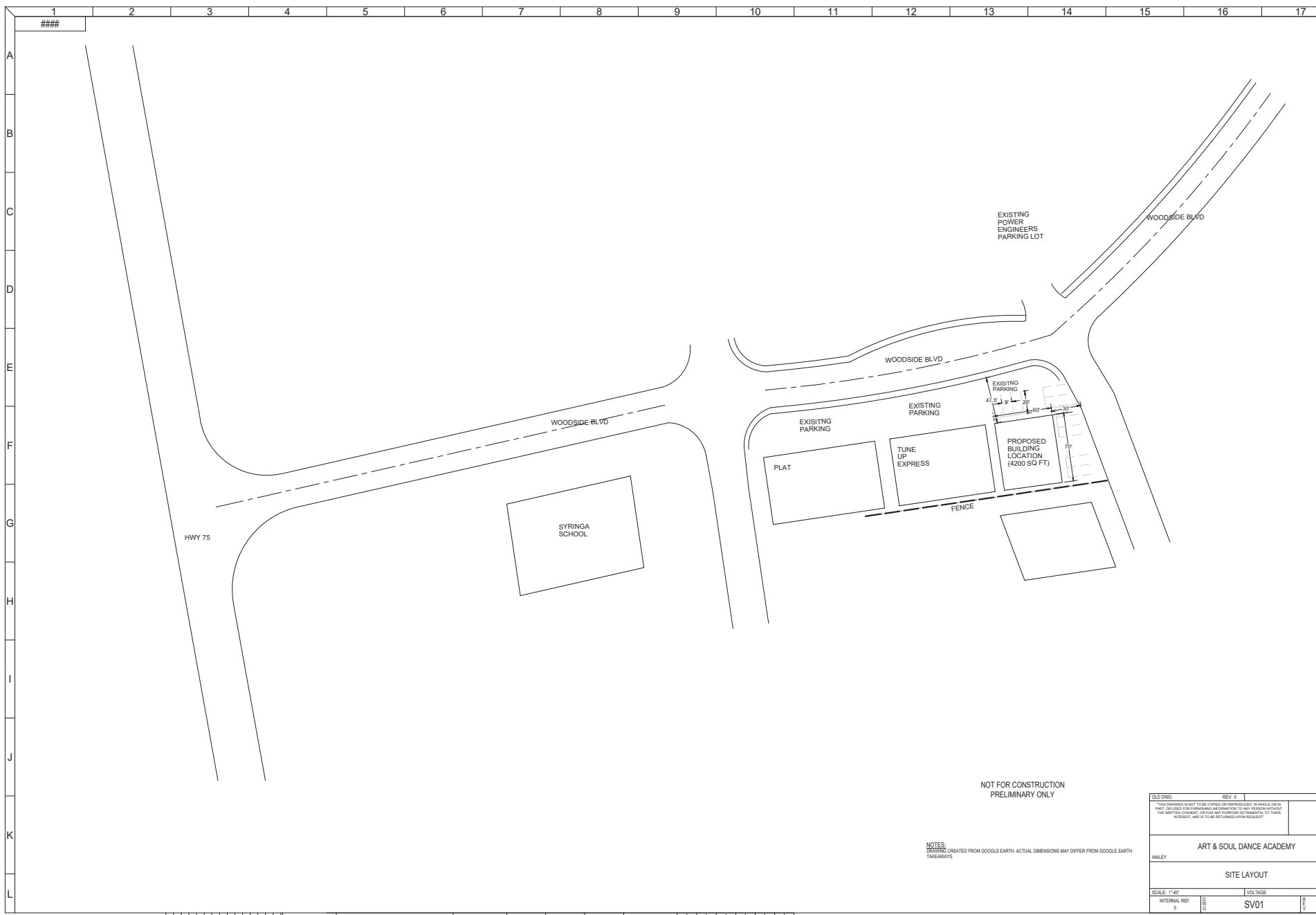
Motion Language

Approval: Motion to approve the Conditional Use Application by Cassidy Thompson and Sherry Horton for the approval of a Performing Arts Studio offering dance instruction for children, teens and adults. The studio will host group classes as well as occasional private lessons in ballet, jazz, tap, lyrical and hip-hop. All proposed to be located at 3950 Woodside Boulevard (Lot 1 Block 45 Woodside Subdivision #10) in Light Industrial (LI) Zoning District.

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 (c) will be met.

Denial: Motion to deny the Conditional Use Application by Cassidy Thompson and Sherry Horton, for the approval of a Performing Arts Studio, offering dance instruction for children, teens and adults. The studio will host group classes as well as occasional private lessons in ballet, jazz, tap, lyrical and hip-hop. All proposed to be located at 3950 Woodside Boulevard (Lot 1 Block 45 Woodside Subdivision #10) in Light Industrial (LI) Zoning District, 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].



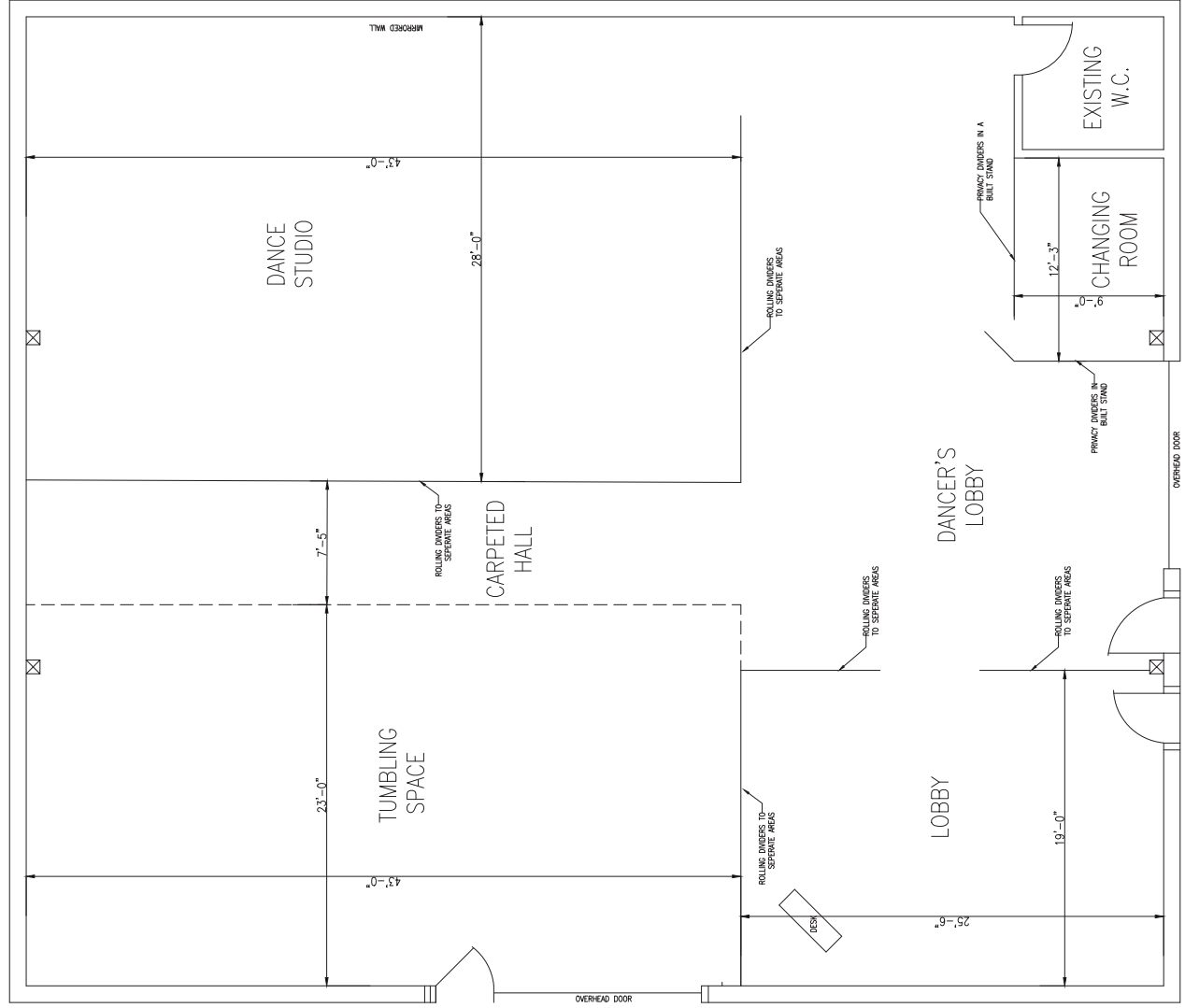
NOT FOR CONSTRUCTION
PRELIMINARY ONLY

NOTES:
DRAWING CREATED FROM GOOGLE EARTH. ACTUAL DIMENSIONS MAY DIFFER FROM GOOGLE EARTH TAKEAWAYS.

OLD DWG:	REV: 0	REV:
THIS DRAWING IS NOT TO BE COPIED OR REPRODUCED IN WHOLE OR IN PART OR USED FOR CONSTRUCTION PURPOSES OR FOR ANY PURPOSE WITHOUT THE WRITTEN CONSENT OF THE DESIGN PROFESSIONAL TO THEIR INTEREST. THIS IS TO BE REMOVED UPON REQUEST.		
ART & SOUL DANCE ACADEMY		ID: AHO
SITE LAYOUT		
SCALE: 1"=40'	VOLTAGE:	
INTERNAL REF: 0	SV01	1"=40'
ENERGY DELIVERY	REF: D (24 x 36)	



####



MAIN FLOOR
(4,200 SQ FT)

NOT FOR CONSTRUCTION
PRELIMINARY ONLY

OLD DWG:	REV: 0	REV:
<small>THIS DRAWING IS NOT TO BE COPIED OR REPRODUCED IN WHOLE OR IN PART OR USED FOR CONSTRUCTION PURPOSES WITHOUT THE WRITTEN CONSENT OF THE ARCHITECT. ANY REVISIONS TO THIS DRAWING SHALL BE INDICATED BY A REVISION TABLE.</small>		
ART & SOUL DANCE ACADEMY		
FLOOR PLAN		ID: A10
SCALE: 1"=40'	VOLTAGE:	
INTERNAL REF: 0	SV01	
DATE: 04/04/17	BY: JPERMAN	
ENERGY DELIVERY		





Land Use Information Map



8/27/2025, 12:31:47 PM

Roads

Road

County Boundary

Parcels

2024 Nearmap

Red: Band_1

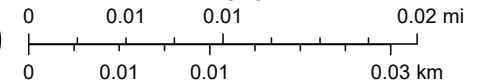
Green: Band_2

Blue: Band_3



Blaine County GIS

1:819



Return to Agenda



STAFF REPORT
Hailey Planning and Zoning Commission
Meeting of September 15, 2025

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

Overview: Consideration of a Planned Unit Development (PUD) Application by Hailey Airport Inn, LLC, for approval to convert the existing motel/short-term rental units into fifty (50) long-term rental units, to comprise of twelve (12) studio units, twenty (20) one-bedroom units, fifteen (15) two-bedroom units, and three (3) three-bedroom units. Five (5) of the proposed fifty (50) residential units would be perpetually dedicated rent-restricted housing (80-120% AMI) as this project's community benefit. This project is located at 804 South 4th Avenue (Lot 1B, Block 137, Townsite) in the Limited Business (LB) and Townsite Overlay (TO) Zoning Districts and is to be known as Skyway Apartments. In exchange for the proposed public amenity of five (5) rent-restricted housing units, the Applicant requests the following waivers:

1. A waiver to the maximum allowable density in the Limited Business (LB) Zoning District. At 1.62 acres, the property's maximum allowable density for multifamily developments, including apartments, is thirty-two (32) units. The Applicant is proposing a density of fifty (50) units.

Hearing: September 15, 2025

Applicant: Hailey Airport Inn LLC
Location: Lot 1B, Block 137, Hailey Townsite (804 S 4th Avenue)
Zoning/Size: Limited Business (LB), Townsite Overlay (TO)

Notice: Notice for the public hearing was published in the Idaho Mountain Express and mailed to property owners within 300 feet on August 30, 2025. Onsite Notice was posted on the property on September 11, 2025.

Background: The Skyway Apartments PUD is proposed as a motel conversion that includes the current establishments of the Skyway Motel and the Airport Inn Apartments. Both establishments are located on the 804 S 4th Avenue property, reflecting a history of Hailey business, development, and building repurposing that spans from the 1960s (original one-story motel building) to the year 2021 (Airport Inn Apartments building). The property currently hosts 68 long and short-term dwelling units combined.

According to the Applicant's project narrative, no square footage is being proposed with this PUD. Interior remodeling and retrofitting will facilitate the conversion from motel units to full residential apartments, and all necessary building permits will be obtained by the Applicant, prior to remodeling and construction. All existing buildings are compliant with the Hailey Municipal Code bulk requirements for setbacks, height, and lot coverage, and all existing buildings are proposed to be retained. Sufficient infrastructure to service the proposed conversion currently exists. Parking requirements for the

proposed conversion are met with the current parking area design – no changes are proposed. Drywells, landscaping, and the majority of frontage improvements in the right-of-way already exist for the property. Snow removal from hardscape areas will be addressed through the hauling of snow off-site by contracted property managers, which is the current arrangement.

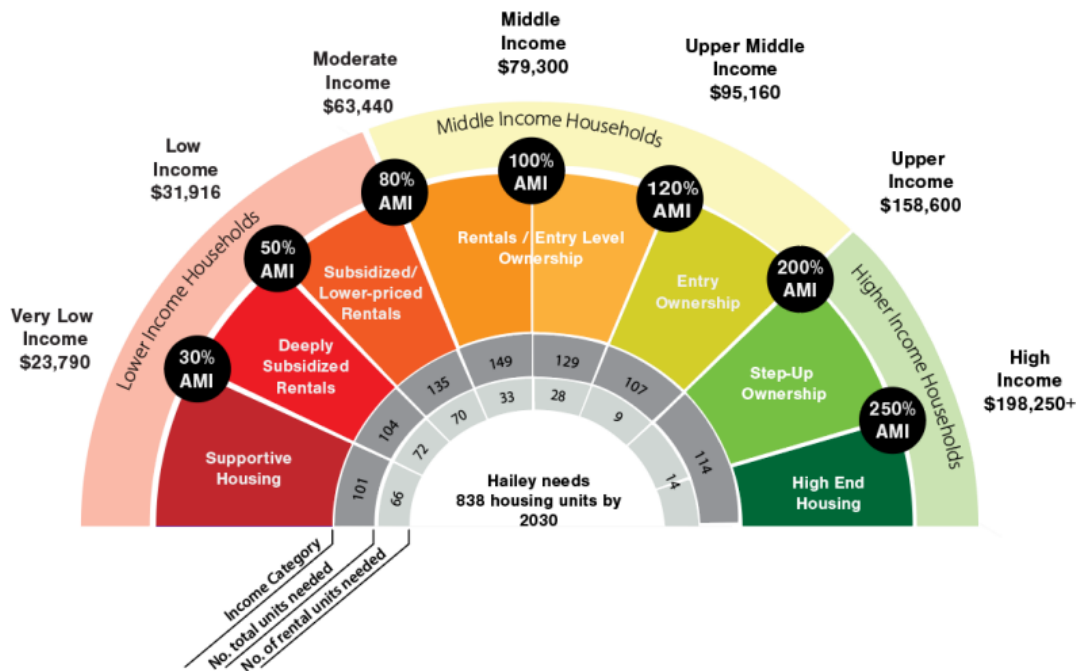
Application: In exchange for a waiver to the property’s maximum allowable density of 32 units, the Applicant proposes to permanently designate five (5) of the Skyway Apartment units as rent-restricted at 80-120% Area Median Income (AMI). Staff have recommended that the Applicant provide the designated units at a variety of AMI levels, as opposed to a uniform AMI designation across all five (5) units. The final designations for AMI and unit types (bedroom counts) are being discussed internally between Staff and the Applicant. If recommended for approval by the Planning and Zoning Commission, the final AMI designations will be further discussed and decided upon by the Hailey City Council.

The Applicant is proposing the following unit breakdown upon completion of the motel conversion (includes existing apartments):

- **Twelve (12) studio apartments (336-484 square feet)**
- **Twenty (20) one-bedroom apartments (424-925 square feet)**
- **Fifteen (15) two-bedroom apartments (598-712 square feet)**
- **Three (3) three-bedroom apartments (988 square feet)**

The following information is provided for reference and is of relevance to this PUD Application.

Hailey’s Housing Need (2025 Hailey Housing Report)



- 80%-100% AMI: 33 rental units needed by 2030

- 100%-120% AMI: 28 rental units needed by 2030

Blaine County Housing Authority (BCHA) Income Limits*


Household Size	Category 1 up to 50% of Median	Category 2 50% to 60% of Median	Category 3 60% to 80% of Median	Category 4 80% to 100% of Median	Category 5 100% to 120% of Median	Category 6 120% to 140% of Median	Category Local No Income Limit
1	\$ 35,150	\$ 42,180	\$ 56,240	\$ 70,300	\$ 84,360	\$ 98,420	Full-time, exclusive resident of or employed in Blaine County, Idaho
2	\$ 40,200	\$ 48,240	\$ 64,320	\$ 80,400	\$ 96,480	\$ 112,560	
3	\$ 45,200	\$ 54,240	\$ 72,320	\$ 90,400	\$ 108,480	\$ 126,560	
4	\$ 50,200	\$ 60,240	\$ 80,320	\$ 100,400	\$ 120,480	\$ 140,560	
5	\$ 54,250	\$ 65,100	\$ 86,800	\$ 108,500	\$ 130,200	\$ 151,900	
6	\$ 58,250	\$ 69,900	\$ 93,200	\$ 116,500	\$ 139,800	\$ 163,100	
Allowable Net Worth (retirement accounts excluded)	\$258,160						\$516,320

BCHA Maximum Housing Costs (inclusive of all utilities)*

Unit Size	Category 1 up to 50% of Median	Category 2 50% to 60% of Median	Category 3 60% to 80% Median	Category 4 80% to 100% of Median	Category 5 100% to 120% of Median & Category Local
Studio	\$ 504	\$ 840	\$ 1,008	\$ 1,344	\$ 1,680
1	\$ 540	\$ 900	\$ 1,080	\$ 1,439	\$ 1,799
2	\$ 612	\$ 1,019	\$ 1,223	\$ 1,631	\$ 2,038
3	\$ 683	\$ 1,139	\$ 1,367	\$ 1,822	\$ 2,278
4	\$ 777	\$ 1,295	\$ 1,554	\$ 2,072	\$ 2,590

*Information provided by BCHA, adopted by BCHA Board on 5/21/2025

Standards of Evaluation	
17.10.030: General Requirements:	
A.	The minimum gross size for properties that may be developed as a PUD is one (1) acre, except in the Business and Limited Business zoning districts within the Central Business District, the minimum gross size shall be 18,000 square feet. All land within the development shall be contiguous except for intervening streets and waterways.
Staff Comments	<i>The proposed PUD site – located within the Limited Business Zoning District - is 70,515 square feet (1.62 acres) This standard has been met.</i>
B.	A tract or parcel of land proposed for PUD development must be in one (1) ownership or the subject of an application filed jointly by the owners of all property included.
Staff Comments	<i>The parcel is in one ownership; this standard has been met.</i>
C.	Area Development Plan:
C.1	When the owner of Contiguous Parcels is required to obtain PUD approval for any portion of the Contiguous Parcels, an Area Development Plan shall be submitted and

		approved. The Commission and Council shall evaluate the following basic site criteria and make appropriate findings of fact:
Staff Comments		<i>This PUD proposal only involves one (1) parcel; this standard has been met.</i>
	C.1.a	Streets, whether public or private, shall provide an interconnected system and be adequate to accommodate anticipated vehicular and pedestrian traffic.
Staff Comments		<i>South 4th Avenue can accommodate the anticipated vehicular and pedestrian traffic, and the site is also very close in proximity to State Highway 75. The Wood River Trail is also located directly behind the proposed PUD site, adding further pedestrian connectivity capacity.</i>
	C.1.b	Non-vehicular circulation routes shall provide safe pedestrian and bicycle paths and provide an interconnected system to streets, parks and green space, public lands, or other destinations.
Staff Comments		<p><i>The proposed PUD is located within an established development containing a motel as well as an apartment building. Non-vehicular circulation routes and sidewalks exist both within the site and adjacent to the site, along the S 4th Avenue right-of-way. Additional right-of-way linkages on the property's S 4th Avenue frontage will also be required of the Applicant, completing the sidewalk network from the project site to sidewalks along State Highway 75. The Wood River Trail is also located directly behind the proposed PUD site, offering extensive connectivity to Hailey parks, schools, businesses, and other green spaces.</i></p>  <p><i>Aerial imagery of existing site conditions and missing sidewalk linkage.</i></p> <p><i>The Applicant shall coordinate with Hailey Public Works Director and Streets Division Manager to install the final connection of public sidewalk between 804 S 4th Avenue and 910 S 4th Avenue. This has been made a Condition of Approval.</i></p>
	C.1.c	Water main lines and sewer main lines shall be designed in the most effective layout feasible.
Staff Comments		<i>According to the Applicant, all water and sewer lines are existing, and no new lines are proposed with this PUD Application. Feedback from the Wastewater Division Manager did not indicate any concerns or needs for new sewer/water lines.</i>
	C.1.d	Other utilities including power, telephone, cable, and gas shall be designed in the most effective layout feasible.

Staff Comments	<i>The proposed PUD constitutes a motel conversion/retrofit. No new building structures are proposed, and all conversion activity will take place within the existing buildings. No new utilities are anticipated or proposed.</i>
C.1.e	Park land shall be most appropriately located on the Contiguous Parcels.
Staff Comments	<i>N/A - This PUD proposal only involves one (1) parcel.</i>
C.1.f	Grading and drainage shall be appropriate to the Contiguous Parcels.
Staff Comments	<i>No new grading or drainage is proposed with this PUD Application. All drywells are existing and have proven to be effective at handling runoff over the course of the property's development, according to the Applicant.</i>
C.1.g	Development shall avoid easements and hazardous or sensitive natural resource areas.
Staff Comments	<i>N/A</i>
C.2	Upon any approval of the PUD application, the Owner shall be required as a condition of approval to record the Area Development Plan or a PUD agreement depicting and/or detailing the approved Area Development Plan. The Area Development Plan shall bind the Owner and Owner's successors.
Staff Comments	<i>N/A - This PUD proposal only involves one (1) parcel.</i>
D.	Solar Access: Street and lot orientation, landscaping, and placement of structures shall provide solar access to all south roofs and walls to the maximum extent feasible to promote energy efficiency.
Staff Comments	<i>The proposed PUD constitutes a motel conversion/retrofit. No new building structures are proposed, and all conversion activity will take place within the existing buildings.</i>
E.	Access: Access shall be provided according to standards in Chapter 16.04, Development Standards, of this Code. Buildings may not be so arranged that any structure is inaccessible to emergency vehicles.
Staff Comments	<i>The proposed PUD constitutes a motel conversion/retrofit. No new building structures or access points are proposed, and all conversion activity will take place within the existing buildings. The Hailey Fire Marshall has reviewed this PUD proposal and shared no concerns with emergency vehicle access.</i>
F.	Underground Utilities: Underground utilities, including telephone and electrical systems, shall be required within the limits of all PUDs.
Staff Comments	<i>The proposed PUD constitutes a motel conversion/retrofit. No new building structures are proposed, and all conversion activity will take place within the existing buildings. No new utilities are anticipated or proposed.</i>
G.	Public Easement: In each case where a PUD project is located adjacent to public lands, a public easement to those lands shall be provided. All existing public access to public lands must be preserved.
Staff Comments	<i>N/A</i>
H.	Pathways: In each case where a PUD project encompasses a non-vehicular pathway as depicted on the Master Plan, a pathway constructed to City standards shall be provided.
Staff Comments	<i>No new pathways are proposed within the property of the proposed PUD.</i>
I.	Amenities: Each PUD shall provide one or more of the following amenities, commensurate with the size and density of the development, and commensurate with the modifications requested by the applicant, to ensure a public benefit:
I.1	Green Space. All Green Space shall be granted in perpetuity and the PUD agreement shall contain restrictions against any encroachment into the Green Space. Where a subdivision is involved as part of the PUD approval process, Green Space shall be identified as such on the plat. A long-term maintenance plan shall be provided. Unless otherwise agreed to by the City, the PUD agreement shall contain provisions

		<p>requiring that property owners within the PUD shall be responsible for maintaining the Green Space for the benefit of the residents or employees of the PUD and/or by the public. Green space shall be set aside in accordance with the following formulas:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 2px;">For residential PUDs</td> <td style="padding: 2px;">A minimum of .05 acres per residential unit.</td> </tr> <tr> <td style="padding: 2px;">For non-residential PUDs</td> <td style="padding: 2px;">A minimum of 15% of the gross area of the proposed PUD.</td> </tr> </table>	For residential PUDs	A minimum of .05 acres per residential unit.	For non-residential PUDs	A minimum of 15% of the gross area of the proposed PUD.
For residential PUDs	A minimum of .05 acres per residential unit.					
For non-residential PUDs	A minimum of 15% of the gross area of the proposed PUD.					
Staff Comment		<i>N/A – The Applicant proposes a community housing amenity.</i>				
	1.2	Active Recreational Facilities: Active recreational facilities include amenities such as a swimming pool, tennis courts or playing fields, of a size appropriate to the development's needs. The PUD agreement shall contain provisions requiring that such facilities be maintained in perpetuity or replaced with another similar recreation facility.				
Staff Comment		<i>N/A – The Applicant proposes a community housing amenity.</i>				
	1.3	Public Transit Facilities: Public transit facilities include a weather-protected transit stop or station and must be on a designated transit route.				
Staff Comment		<i>N/A – The Applicant proposes a community housing amenity.</i>				
	1.4	Preservation Of Vegetation: Preservation of significant existing vegetation on the site must include the preservation of at least seventy five percent (75%) of mature trees greater than six-inch (6") caliper on the site.				
Staff Comment		<i>N/A – The Applicant proposes a community housing amenity. No vegetation is proposed for removal.</i>				
	1.5	Wetlands: Protection of significant wetlands area must constitute at least ten percent (10%) of the gross area of the proposed PUD.				
Staff Comment		<i>N/A – The Applicant proposes a community housing amenity.</i>				
	1.6	River Enhancement: Enhancement of the Big Wood River and its tributaries must include stream bank restoration and public access to or along the waterway.				
Staff Comment		<i>N/A – The Applicant proposes a community housing amenity.</i>				
	1.7	Community Housing: For residential PUDs, the provision of at least ten percent (10%) of the approved number of dwelling units or lots as community housing units affordable to households earning between seventy percent (70%) and one hundred twenty percent (120%) of the area median income. This provision may be modified for individual projects based on the merits of the proposal as determined by the Commission and Council.				
Staff Comment		<i>The Applicant proposes to apply perpetual rental restrictions on five (5) of the proposed apartment units, with rental rates capped at 80-120% of area median income (AMI). This constitutes ten percent (10%) of the proposed fifty (50) residential units. This community housing amenity is being offered in exchange for a waiver to the maximum allowable unit density for the property (32 units permitted by Code, 50 units proposed).</i>				
	1.8	Local Deed-Restricted Housing: For residential PUDs, the provision of at least thirty percent (30%) of the approved number of dwelling units or lots as local deed-restricted housing as defined by the local housing authority in its Community Housing Guidelines and reserved for households within the political boundaries of Blaine County, Idaho (residing full-time in Hailey, Idaho), and whose primary residence is within the residential PUD.				
Staff Comment		<i>See Application Background Section of this Staff Report, as well as Standard 17.10.030 (1)8 above. The proposed community housing amenity meets this standard.</i>				
	1.9	Real Property: Dedication or conveyance of real property or an interest in real property to the city.				
Staff Comment		<i>N/A - The Applicant proposes a community housing amenity.</i>				

	I.10	<p>Sidewalks. Off-site sidewalk improvements shall be constructed according to City Standard Improvement Drawings and provided (in addition to sidewalk improvements that are required by ordinance adjacent to the subject property) in accordance with the following formulas:</p> <table border="1" style="margin-left: 40px;"> <tr> <td style="width: 30%;">For residential PUDs</td> <td>A minimum of 100 linear feet per residential unit.</td> </tr> <tr> <td>For non-residential or mixed-use PUDs</td> <td>A minimum of 100 linear feet per 1000 square feet of gross floor area.</td> </tr> </table>	For residential PUDs	A minimum of 100 linear feet per residential unit.	For non-residential or mixed-use PUDs	A minimum of 100 linear feet per 1000 square feet of gross floor area.
For residential PUDs	A minimum of 100 linear feet per residential unit.					
For non-residential or mixed-use PUDs	A minimum of 100 linear feet per 1000 square feet of gross floor area.					
Staff Comment	<i>N/A – The Applicant proposes a community housing amenity.</i>					
	I.11	Underground Parking: Underground parking must be provided for at least fifty percent (50%) of the required number of parking spaces in the PUD.				
Staff Comment	<i>N/A – The Applicant proposes a community housing amenity.</i>					
	I.12	<p>Energy Consumption. All principal buildings within the PUD must comply with sustainable building practices, as follows:</p> <table border="1" style="margin-left: 40px;"> <tr> <td style="width: 30%;">For residential PUDs</td> <td>Buildings comply with local “Built Green” standards for certification, federal EPA “Energy Star” program, or Leadership in Energy and Environmental Design - Homes (LEED-H) standards for basic certification.</td> </tr> <tr> <td>For non-residential or mixed-use PUDs</td> <td>Buildings comply with Leadership in Energy and Environmental Design (LEED) standards for basic certification.</td> </tr> </table>	For residential PUDs	Buildings comply with local “Built Green” standards for certification, federal EPA “Energy Star” program, or Leadership in Energy and Environmental Design - Homes (LEED-H) standards for basic certification.	For non-residential or mixed-use PUDs	Buildings comply with Leadership in Energy and Environmental Design (LEED) standards for basic certification.
For residential PUDs	Buildings comply with local “Built Green” standards for certification, federal EPA “Energy Star” program, or Leadership in Energy and Environmental Design - Homes (LEED-H) standards for basic certification.					
For non-residential or mixed-use PUDs	Buildings comply with Leadership in Energy and Environmental Design (LEED) standards for basic certification.					
Staff Comment	<i>N/A – The Applicant proposes a community housing amenity.</i>					
	I.13	Other Amenities: Other project amenities and/or community benefits found, by recommendation of the commission and council approval, to promote the purpose of this chapter and the goals of the comprehensive plan.				
Staff Comment	<i>N/A – The Applicant proposes a community housing amenity.</i>					
17.10.040: Developer Benefits:						
The Council may grant modifications or waivers of certain zoning and/or subdivision requirements to carry out the intent of this Chapter and the land use policies of the City.						
Staff Comment	<i>In exchange for the proposed community housing amenity, the Applicant is requesting a waiver to the maximum allowable unit density for the property (32 units permitted by Code, 50 units proposed). As outlined in the Land Use Chapter of the Hailey Comprehensive Plan Update (2024), the City’s vision and goals for new development seeks to direct higher density residences towards Hailey’s core, and/or adjacent to multi-modal transportation facilities. The proposed PUD achieves both aspects of this vision, given the site’s existing location and surrounding infrastructure.</i>					
17.10.040.01: DENSITY BONUS:						
A.	The following maximum increases in density may be granted only if one of the following conditions are met, and if no other density increase has been granted:					
	A.1	Ten percent (10%): Solar, wind, geothermal or other alternative renewable energy sources will provide at least fifty percent (50%) of the total energy needs of the PUD.				
Staff Comment	<i>N/A – A density bonus is not requested.</i>					
	A.2	Ten percent (10%): At least twenty five percent (25%) of the property included in the PUD is in the floodplain and no development occurs within the floodplain.				
Staff Comment	<i>N/A – A density bonus is not requested.</i>					
	A.3	Ten percent (10%): The developer of the PUD provides or contributes to significant off-site infrastructure benefiting the city (e.g., water tank, fire station).				

Staff Comment		<i>N/A – A density bonus is not requested.</i>
	A.4	Twenty percent (20%): The developer of the PUD provides or contributes to significant multi-modal infrastructure providing both vehicular and nonvehicular amenities benefiting the city and Wood River Valley.
Staff Comment		<i>N/A – A density bonus is not requested.</i>
	A.5	Ten percent (10%): The nonresidential or mixed-use PUD complies with leadership in energy and environmental design (LEED) standards for silver certification. The bonus unit(s) shall not be constructed until a later phase, after actual certification for prior phase(s) is achieved.
Staff Comment		<i>N/A – A density bonus is not requested.</i>
	A.6	Fifteen percent (15%): The nonresidential or mixed-use PUD complies with leadership in energy and environmental design (LEED) standards for gold certification. The bonus unit(s) shall not be constructed until a later phase, after actual certification for prior phase(s) is achieved.
Staff Comment		<i>N/A – A density bonus is not requested.</i>
	A.7	Twenty percent (20%): The nonresidential or mixed-use PUD complies with leadership in energy and environmental design (LEED) standards for platinum certification. The bonus unit(s) shall not be constructed until a later phase, after actual certification for prior phase(s) is achieved.
Staff Comment		<i>N/A – A density bonus is not requested.</i>
	A.8	Twenty-five percent (25%): The PUD provides or contributes deed-covenanted community housing units within the PUD. The number of community housing units so provided shall be determined by the Council and Commission. The density bonus of twenty-five percent (25%) may be increased by the Council and Commission if an increase in the density bonus serves a compelling housing need in the City, as determined by the Commission and Council.
Staff Comment		<i>N/A – A density bonus is not requested.</i>
B.		Density bonuses for project amenities and benefits to the community other than those listed here may be granted by unanimous vote of the council, following a recommendation by the commission, in order to carry out the purpose and intent of this chapter and the land use policies of the city. (Ord. 1191, 2015)
Staff Comment		<i>N/A – A density bonus is not requested.</i>
17.10.040.02: Density Transfer:		
Densities may be transferred between zoning districts within a PUD provided the resulting density shall be not greater than aggregate overall allowable density of units and uses allowed in the zoning districts in which the development is located.		
Staff Comment		<i>N/A - A density transfer is not requested.</i>
17.10.040.05: Phased Development Allowed:		
The development of the PUD may be planned in phases provided that as part of the general submission, a development schedule is approved which describes:		
A.		Parcels: The parcels that are to be constructed upon in each phase and the date of each phase submission.
Staff Comment		<i>N/A – No new exterior building construction is proposed, and all interior remodeling will occur within existing building and on a singular parcel.</i>
B.		Number of Units: The number of units to be built in each submission.
Staff Comment		<i>N/A</i>
C.		Schedule For Completion: A schedule for making contributions (if any), for the completion of project amenities and public improvements, for posting of security

		pursuant to subsection 17.10.050.08 of this Chapter, for dedication of Green Space, for conveyance of community housing and/or provision of employee housing.
Staff Comment		<i>N/A</i>
D.		Stage Planning: Each stage within the PUD shall be so planned and related to existing and/or planned services and facilities, including commercial space, such that each phase is self-sufficient and not dependent on later phases and so that failure to proceed to the subsequent stages will not have any adverse impacts on the PUD, its surroundings, or the community in general. Each stage shall also be planned so as to ensure that green space and any other amenities will be provided along with proposed construction at each phase of construction.
Staff Comment		<i>N/A</i>
17.10.040.06: Modifications to the Subdivision Standards:		
Standards in the Subdivision Title for streets, sidewalks, alleys, and easements, lots and blocks, and parks may be allowed. The requirements for sidewalks in the zoning districts set forth in Section 16.04.030 shall not be waived.		
Staff Comment		<i>N/A - Modifications to the Subdivision Standards are neither requested nor proposed.</i>
Subsection 17.10.050.04(C) sets forth Standards of Evaluation required by the City Council.		
A.		Standards of Evaluation
	A.1	The proposed development can be completed within one (1) year of the date of approval or phased according to a development schedule as submitted in accordance with Section 17.10.040.05 of this chapter and approved by the City;
Staff Comment		<i>The project can be completed within a typical building permit timeline of 548 days.</i>
	A.2	The streets and thoroughfares proposed are suitable and adequate to carry anticipated traffic;
Staff Comment		<i>South 4th Avenue and State Highway 75 can accommodate the anticipated vehicular and pedestrian traffic, providing connections to both arterial and major/minor collector streets. A direct connection to the multi-modal Wood River Trail also exists from the property's rear boundary.</i>
	A.3	The PUD will not create excessive additional requirements at public cost for public facilities and services;
Staff Comment		<i>No excessive costs are anticipated from this project. Development in the downtown core makes efficient use of existing facilities and services.</i>
	A.4	The existing and proposed utility services are adequate for the population densities and non-residential uses proposed;
Staff Comment		<i>Utility services are existing for the site and are adequate.</i>
	A.5	The development plan incorporates the site's significant natural features;
Staff Comment		<i>The site does not contain any natural features worthy of protection.</i>
	A.6	Each phase of such development shall contain all the necessary elements and improvements to exist independently from proposed future phases in a stable manner;
Staff Comment		<i>N/A - The project is not phased.</i>
	A.7	One or more amenities as set forth in subsection 17.10.030I of this chapter shall be provided to ensure a public benefit;
Staff Comment		<i>Please refer to Section I of this report for further details.</i>
	A.8	All exterior lighting shall comply with the standards set forth in subsection 17.08C of this chapter; and
Staff Comment		<i>All exterior lighting will comply with the standards in Section 17.08C, per the Design Review Approval granted on May 1, 2023.</i>
	A.9	The proposed PUD Agreement is acceptable to the applicant and the city.

Staff Comment	<i>Staff support this PUD Application. The City Attorney has drafted the PUD Agreement, which will be brought to the City Council for further discussion and consideration.</i>
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Summary and Suggested Conditions: The Commission shall conduct a public hearing and review the Application, all supporting documents and plans, and recommendations of City Staff, in making their recommendation to the Council. In any public hearing on a PUD Application, the presiding officer may order the hearing to be continued for up to thirty (30) days at the same place, in which case no further published notice shall be required. The following Conditions of Approval shall apply:

1. The project shall receive Planned Unit Development approval subject to the Conditions outlined in the PUD Development Agreement.
2. Waivers are hereby granted as follows:
 - i. Waiver to the Maximum Density for Multifamily Developments: Increase the maximum dwelling unit per acre allowance from thirty-two (32) units to fifty (50) units.
3. The Applicant shall designate five (5) of the fifty (50) residential dwelling units at the Skyway Apartments as rent-restricted community housing at rates within 80-120% of area median income (AMI), as defined by the Blaine County Housing Authority and in accordance with the terms of the Skyway Apartments Planned Unit Development Agreement and a deed covenant approved by the Hailey City Council.
4. The Applicant shall coordinate with Hailey Public Works Director and Streets Division Manager to install the final connection of public sidewalk between 804 S 4th Avenue and 910 S 4th Avenue.
5. A Maintenance Plan shall be developed for any infrastructure (i.e., sidewalks, landscaping) within the public right-of-way, and shall be recorded prior to issuance of a Certificate of Occupancy.

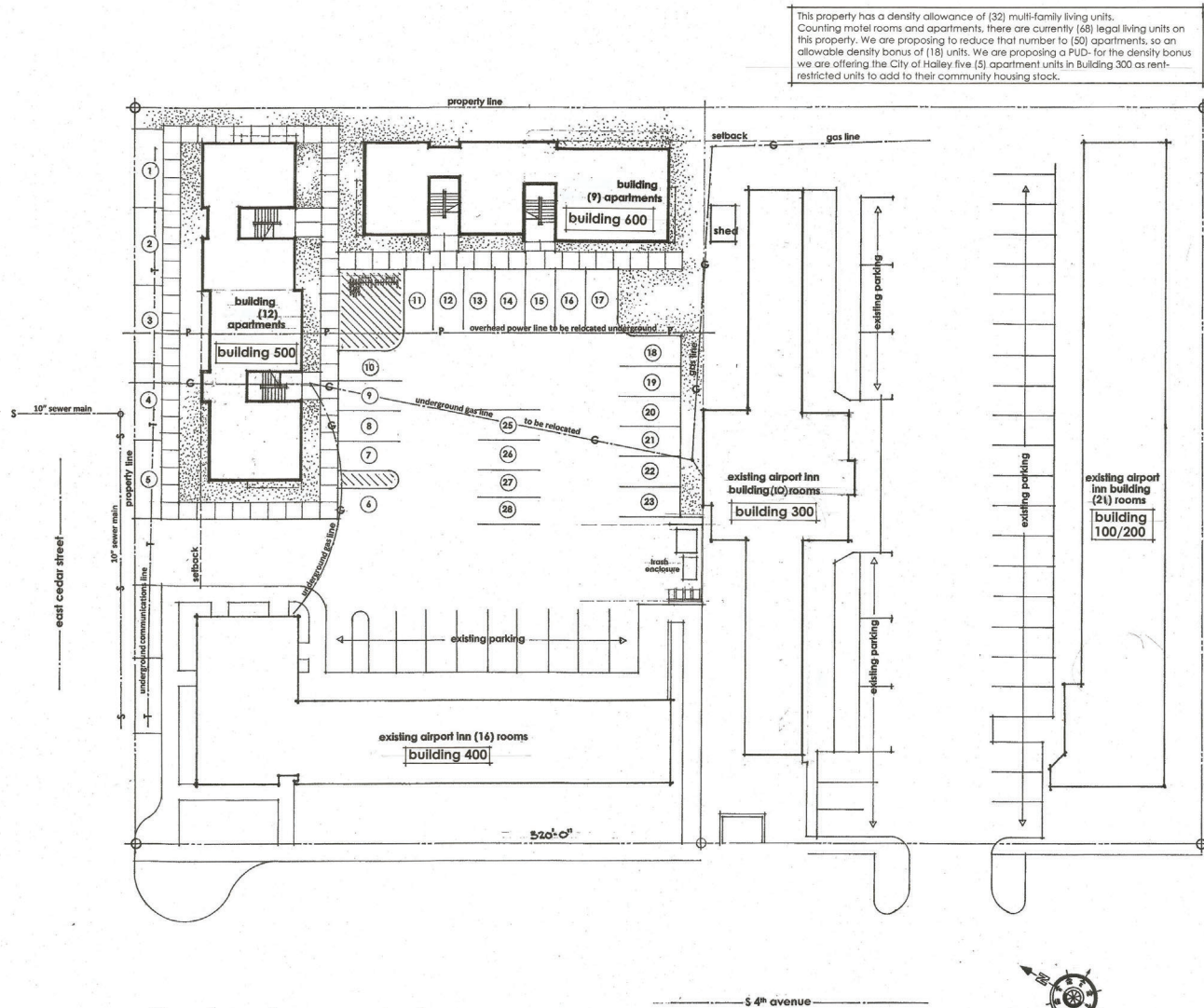
Motion Language:

Approval: Motion to recommend approval by the Hailey City Council the Planned Unit Development (PUD) Application by Hailey Airport Inn LLC, for approval to convert the existing motel/short-term rental units into fifty (50) long-term rental units, to comprise of twelve (12) studio units, twenty (20) one-bedroom units, fifteen (15) two-bedroom units, and three (3) three-bedroom units, with five (5) of the proposed fifty (50) residential units to be perpetually dedicated rent-restricted housing (80-120% AMI) as the project’s community benefit, located at 804 South 4th Avenue (Lot 1B, Block 137, Townsite) in the Limited Business (LB) and Townsite Overlay (TO) Zoning Districts, and to be known as Skyway Apartments; finding that the project meets the standards under Section 17.10 of the Hailey Municipal Code, subject to Conditions 1-5 above.

Denial: Motion to deny the Planned Unit Development (PUD) Application by Hailey Airport Inn LLC, for approval to convert the existing motel/short-term rental units into fifty (50) long-term rental units, to comprise of twelve (12) studio units, twenty (20) one-bedroom units, fifteen (15) two-bedroom units, and three (3) three-bedroom units, with five (5) of the proposed fifty (50) residential units to be perpetually dedicated rent-restricted housing (80-120% AMI) as the project’s community benefit, located at 804 South 4th Avenue (Lot 1B, Block 137, Townsite) in the Limited Business (LB) and Townsite Overlay (TO) Zoning Districts, and to be known as Skyway Apartments; finding that the project does not

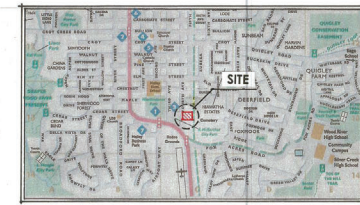
meet the standards under Section 17.10 of the Municipal Code _____ [the Commission should cite which standards are not met and provide the reason why each identified standard is not met].

Continuation: Motion to continue the public hearing for the Planned Unit Development (PUD) Application by Hailey Airport Inn, LLC to _____ [the Commission should specify a date].



This property has a density allowance of (32) multi-family living units. Counting motel rooms and apartments, there are currently (68) legal living units on this property. We are proposing to reduce that number to (50) apartments, so an allowable density bonus of (18) units. We are proposing a PUD for the density bonus we are offering the City of Halley five (5) apartment units in Building 300 as rent-restricted units to add to their community housing stock.

- Building 100/200**
-currently (21) motel rooms
-proposed to be converted to (13) apartments:
 (8) one bedroom... 672 s.f.
 (1) one bedroom... 925 s.f.
 (4) studio... 336 s.f.
- Building 300**
-currently (10) motel rooms
-proposed to be converted to (4) apartments:
 (4) one-bedroom... 520 s.f.
 (1) one-bedroom... 424 s.f.
 (1) studio... 351 s.f.
- Building 400**
-currently (14) motel rooms
-proposed to be convert tp (10) apartments:
 (4) one bedroom... 588 s.f.
 (1) one bedroom... 475 s.f.
 (1) one bedroom... 574 s.f.
 (1) studio... 338 s.f.
 (2) studio... 352 s.f.
 (1) studio... 392 s.f.
- Building 400**
-(12) existing apartments:
 (9) two bedroom
 (3) studio
- Building 500**
-(9) existing apartments:
 (6) two bedroom
 (3) three bedroom



VICINITY MAP
N.T.S.

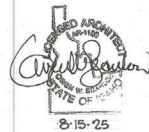
site development plan
SCALE 1/8" = 1'-0"

ARCHITECT/PLANNER
110 N ANGELA DR
HAILEY, ID 83333
(208) 720-2344

PROJECT NO.
DATE
DRAWN BY

skyway apartments PUD
halley, Idaho 83333
804 s 4th avenue

OWEN WRIGHT SCANLON
INCARB



SD-1.0
8-15-25



building 100/200



building 300



building 400



building 500



building 600

ARCHITECT/PLANNER
110 N ANGELA DR
HAILEY, ID 83333
(208) 720-2344

REVISED

PROJECT NO.
DATE
DRAWN BY

skyway apartments PUD
804 s 4th avenue
hailey, idaho 83333



A-0

Return to Agenda

FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On September 2, 2025, the Planning and Zoning Chair and Administrator considered an Accessory Dwelling Unit (ADU) Application by Kenneth and Donna Rhee for the construction of a 942 square foot detached ADU. This project is located at 1011 Red Elephant Drive (Lot 1, Block 6, Della View Subdivision), within the Limited Residential (LR-1) Zoning District.

FINDINGS OF FACT

Notice: Notice for the ADU Application was mailed to property owners within 300 feet on July 28, 2025. The Public Comment period was open from July 30, 2025, to August 9, 2025. During this time no public comment was received.

Application: The Applicant is proposing to construct a 942 square foot detached ADU, located towards the northwestern side of the property. The Applicant intends to use the ADU for long-term occupancy and reside in the primary residence. Access to the proposed ADU will be located off the primary public street, Della Vista Drive.

Design Elements and Exterior Materials: The detached, two story ADU's exterior finish is proposed to include white board and batt siding, black fascia and trim in LP smart side, black metal roofing, and black trim windows.



Procedural History: The Accessory Dwelling Unit Application was submitted on July 21, 2025, and certified complete on August 13, 2025. The applicant is aware a Flood Hazard Development Permit will be required prior to the issuance of a building permit or the commencement of construction.

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

17.06.010. 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:

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
All zones other than Townsite Overlay District: Accessory Dwelling Units	X		
Townsite Overlay District: New single-family or duplex			X
Townsite Overlay District: Accessory structures (including Accessory Dwelling Units)			X

The proposed Application is to construct a new ADU onsite to be located at 1011 Red Elephant Drive (Lot 1, Block 6, Della View Subdivision) within the Limited Residential (LR-1) Zoning District.

General Requirements for Accessory Dwelling Units				
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"/>	17.08D.020	Applicability. A. The standards of this section apply to all Accessory Dwelling Units created after February 10, 2021, whether created by new construction, addition, or conversion of an existing building or area within an existing building.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.04D.030	General Provisions. A. Accessory Dwelling Units may be located within, or attached to, a principal building or may be located within a detached accessory building. Detached Accessory Dwelling Units may comprise the entirety of the accessory building or may comprise part of the floor area of an accessory building with another permitted accessory use or uses comprising of the remaining floor area.
			<i>Staff Comments</i>	The 942 square feet detached, two story ADU is proposed to be constructed onsite. The existing asphalt driveway is proposed to service both the primary residence, as well as the ADU. Parking for the primary residence and the ADU is provided via the existing driveway as well as an additional onsite parking pad located off Della Vista Drive for the ADU. With regard to setbacks, this parcel is located within the Limited Residential (LR-1) Zoning District. In said district, the required minimum setbacks are as follows: - Front: 25' (100'- Floodplain) - Sides: 10' is the base setback + from adjacent properties - one (1) additional foot for every two (2) of building height that exceeds 20' in height. - Rear: 10'. - Building Height: 30'

				<ul style="list-style-type: none"> - Lot Coverage: 40% <p><i>The proposed setbacks for the ADU are as follows:</i></p> <ul style="list-style-type: none"> - Front: 55’; Side (N): 11’ Side (S): 11’; Rear: 49.6’ - Height: 21.9 - Lot Coverage: 18% <p><i>The proposed ADU is a reflection of other ADU building types in Hailey, where a detached ADU unit creates a secondary dwelling with onsite parking. The primary dwelling unit also includes an additional attached garage, with two (2) garage spaces to serve the single-family unit.</i></p> <p><i>The ADU is positioned towards the northwestern side of the single-family lot and appears subordinate in scale and size to the primary dwelling building portion. Additionally, all bulk requirements with respect to setbacks, lot coverage, building height, and density comply with Hailey’s Municipal Code.</i></p> <p><i>Based on the above, the Chair and Administrator found that this standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<p>B. Only one (1) Accessory Dwelling Unit is permitted on a lot.</p>
			<i>Staff Comments</i>	<p><i>Only one (1) ADU is proposed onsite.</i></p> <p><i>Based on the above, the Chair and Administrator found that this standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<p>C. Accessory Dwelling Units are only permitted in conjunction with single-family residences in residential zones. In the Townsite Overlay, Transition and SCI zones, Accessory Dwelling Units are permitted in conjunction with commercial buildings. In Business, Limited Business and Neighborhood Business, one or more residential unit(s) are considered.</p>
			<i>Staff Comments</i>	<p><i>The proposed ADU is in conjunction with an existing single-family residence, and both are located within the Limited Residential (LR-1) Zone District.</i></p> <p><i>Based on the above, the Chair and Administrator found that this standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<p>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.</p>
			<i>Staff Comments</i>	<p><i>The proposed ADU is located within the Special Flood Hazard Area with a base flood elevation of 5,288. The Applicant shall submit a Flood Hazard Development permit prior to issuance of a building permit which will comply with this Base Flood Elevation standard.</i></p> <p><i>Based on the above, the Chair and Administrator found that this standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.08D.040: Registration of Accessory Dwelling Units Required	<p>A. All Accessory Dwelling Units created after February 10, 2021, shall be issued an Accessory Dwelling Unit Compliance Certificate.</p>
			<i>Staff Comments</i>	<p><i>Upon completion of construction for the proposed ADU, a Compliance Certificate will be issued.</i></p> <p><i>Based on the above, the Chair and Administrator found that this standard has been met.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.08D.050: Occupancy Restrictions - Short Term Occupancy	<p>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;</p>
			<i>Staff Comments</i>	<p><i>At this time, the Applicant intends to utilize the ADU as a long-term occupancy for their daughter, while the homeowners occupy the primary living space. This standard shall be met and has been made a Condition of Approval.</i></p>

				<i>Based on the above, the Chair and Administrator found that this standard has been met.</i>												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<p>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.</p> <p><i>At this time, the Applicant intends to utilize the ADU as a long-term rental for their daughter, while occupying the primary living space. This standard shall be met and has been made a Condition of Approval.</i></p> <p><i>Based on the above, the Chair and Administrator found that this standard has been met.</i></p>												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.08D.060: Subordinate Scale and Size</p> <p><i>Staff Comments</i></p>	<p>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.</p> <p><i>Pursuant Hailey’s Municipal Code, Gross Floor Area is defined as:</i></p> <ul style="list-style-type: none"> - <i>The gross area included within the surrounding exterior walls of a building or portion thereof, including all floor levels, exclusive of vent shafts, outdoor courts, attics or garages, or other enclosed automobile parking areas subject to the following restrictions:</i> <ul style="list-style-type: none"> - <i>The basement of a single- or multiple-family dwelling is not included as floor area; and</i> - <i>The basement of any other building is included as floor area.</i> <p><i>The gross floor area, excluding the garage for the principal building, is approximately 1,848 square feet in size, and sixty-six percent of this would be 1,219 square feet.</i></p> <p><i>The lot size is 14,896 square feet, which would allow for a maximum gross floor area of 1,000 square feet. That said, the Applicant is proposing a 942 square foot ADU which complies with this standard.</i></p> <p><i>Based on the above, the Chair and Administrator found that this standard has been met.</i></p>												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<p>B. Maximum Floor Area:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Lot Size (square feet)</th> <th style="text-align: left;">Minimum Gross Floor Area (square feet)¹</th> <th style="text-align: left;">Maximum Gross Floor Area (square feet)¹</th> </tr> </thead> <tbody> <tr> <td>Up to 7,000</td> <td>300</td> <td>900</td> </tr> <tr> <td>7,001 – 8,000</td> <td>300</td> <td>950</td> </tr> <tr> <td>Lots 8,001 and greater</td> <td>300</td> <td>1,000</td> </tr> </tbody> </table> <p>Gross square footage calculations for Accessory Dwelling Units do not include exterior, uncovered staircases. Interior staircases and circulation corridors are included.</p> <p><i>Staff Comments</i></p> <p><i>Please refer to Section 17.08D.060A, noted above, for further details.</i></p>	Lot Size (square feet)	Minimum Gross Floor Area (square feet) ¹	Maximum Gross Floor Area (square feet) ¹	Up to 7,000	300	900	7,001 – 8,000	300	950	Lots 8,001 and greater	300	1,000
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<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<p>C. Number of bedrooms: Accessory Dwelling Units may have a maximum of two (2) bedrooms.</p> <p><i>Staff Comments</i></p> <p><i>The proposed ADU has one (1) bedroom and a loft space.</i></p> <p><i>Based on the above, the Chair and Administrator found that this standard has been met.</i></p>												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.08D.070: Livability</p> <p><i>Staff Comments</i></p>	<p>A. Outdoor Access: All Accessory Dwelling Units shall have a designated area to access the outdoors. Examples include a balcony, porch, deck, paver patio, or yard area delineated 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.</p> <p><i>Staff Comments</i></p> <p><i>The Applicant is proposing 910 square feet of outdoor space for the ADU unit.</i></p> <p><i>Based on the above, the Chair and Administrator found that this standard has been met.</i></p>												

Chapter 17.09: Parking and Loading				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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.
			<i>Staff Comments</i>	<i>Access for the primary residence and the ADU is provided via the existing driveway. The existing primary residence provides parking in the two car garage, as well as several onsite parking spaces within the driveway. The Applicant is proposing an onsite parking pad located off Della Vista Drive for the ADU unit. Based on the above, the Chair and Administrator found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.09.020.05.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.
			<i>Staff Comments</i>	<i>The proposed onsite parking for the ADU is located on a parking pad that is separate from the existing onsite parking for the primary residence. Based on the above, the Chair and Administrator found that this standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.09.040.01	Accessory Dwelling Units and all dwelling units less than 1,000 square feet require one (1) parking space per unit. A site developed with both a primary dwelling less than 1,000 square feet in size and an Accessory Dwelling Unit shall provide a minimum of 2 spaces. Parking for Accessory Dwelling Units must be provided on site. Existing parking in excess of the required parking for a single-family unit shall count towards the total required parking.
			<i>Staff Comments</i>	<i>This standard has been met. A single-car parking pad is proposed to service the ADU and is in conjunction with the existing two-car garage to be utilized by tenants of the primary residence. Based on the above, the Chair and Administrator found that this standard has been met.</i>

CONCLUSIONS OF LAW AND DECISION

Based upon the above Findings of Fact, the Planning and Zoning Chair and Administrator make the following Conclusions of Law:

1. Adequate notice, pursuant to the Hailey Municipal Code, Title 17, Chapter 17.06, Design Review, 17.06.020(B), was given.
2. The project is in general conformance with the Hailey Municipal Code, Title 17, and the Hailey Comprehensive Plan.
3. The project does not jeopardize the health, safety, or welfare of the public.
4. Given the nature of this project, this constitutes a minor project, will not conflict with the Design Review Standards of this Chapter, and will not adversely impact any adjacent properties.
5. The proposed project is documented in the project file.

Conditions of Approval. The following Conditions are suggested for approval of this Application:

- a) All applicable Fire Department and Building Department requirements shall be met.
- b) Any change in use or occupancy type from that approved at time of issuance of Building Permit may require additional improvements and/or approvals. Additional parking may also be required upon subsequent change in use, in conformance with Hailey’s Municipal Code at the time of the new use.
- c) The project shall be constructed in accordance with the Application or as modified by the Findings of Fact, Conclusions of Law, and Decision.

- d) The lot contains a primary dwelling and an Accessory Dwelling Unit. Only one (1) dwelling unit shall be utilized for short-term occupancy. If one (1) dwelling unit is utilized for short-term occupancy, the other unit shall be owner-occupied or utilized as a long-term rental (31 days or longer).

Signed this _____ day of _____, 2025.

Janet Fugate, Chair

Robyn Davis, Community Development Director

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