

## STAFF REPORT

**TO:** Hailey Planning and Zoning Commission

**FROM:** Mariel Platt, Planner

**RE:** Design Review – D.L. Evans Bank

**HEARING:** February 2, 2008

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**Applicant:** D.L. Evans Bank

**Location:** Lots 1, 2, 3, 4, 5 and 20 feet of Chestnut Street, adjacent to Lot 1, Block 5, Hailey Townsite (609 Main Street South)

**Zoning:** Business (B) and Townsite Overlay

**Note:** The Design Review Guidelines are in bold type and staff analysis is in lighter type.

### Notice

Notice for the public hearing was published in the Idaho Mountain Express and mailed to property owners within 300 feet on January 14, 2009.

### Application

D.L. Evans Bank, represented by Erstad Architects, has submitted a Design Review application for a 13,108 square foot mixed use building, located at 609 Main Street South. The applicant proposes the second floor to be used as a future tenant space and the first floor to be occupied by D.L. Evans Bank.

### Department Head Comments

**Life/Safety:** A Fire Department Connection should be located at the northwest corner of the building.

**Building:** An asbestos report will be required to be submitted with the Demolition Permit Application for the existing structures on the subject property. This building requires two accessible means of egress that lead to the accessible parking stalls located on the Chestnut Street side of the building. According to the civil drawings (page c1.00) it appears that the existing sidewalk on Main Street exceeds a 2% slope which is the maximum allowed by code for an accessible route. In addition, the exterior door located on the Chestnut side of the building appears to have two steps on the exterior side of the door which would not only encroach into the side walk but could not be considered an accessible mean of egress. Recessing this door might fix this problem.

**Water/Sewer:** No comment.

**Engineer:** The handicap ramps at the corner do not match the city standard. All paving to existing asphalt requires a minimum of 12” removal of existing asphalt for a better tie-in. The applicant shall pave, with new asphalt, the full alley right-of-way adjacent to the property. Drainage plans for this area are needed as well. Instead of two taps for water (fire and domestic); the applicant can take the domestic off the fire line. The applicant would need to work with the Water Department on proper location of the meter radio sending unit. The existing water service would be a ¾” so it is recommend that it not increase to 2” after the meter vault, which his proposed. The storm drain line over the water service line will need to meet City Standards. The Public Works Director shall be a part of any discussions with Idaho Power on relocating poles. A detail is needed of the proposed “Seepage beds”. The City’s standard drywell would otherwise apply. The handicap ramp at the alley must have an accessible path to the building. No dimensions are provided for handicap ramp landings; these are needed to ensure requirements are met. The civil drawing needs to match the Landscape plan that shows pavers. If pavers are installed the City will not plow the sidewalk. The portion of the sidewalk proposed for removal to accommodate the street trees shall be replaced with concrete or if they’re replacing the sidewalk with pavers, it is recommended that a snowmelt system be installed. Any reference to Blaine County Highway District Standards is in error. City of Hailey standards apply first, not ISPWC standards. ISPWC standards apply only if we do not have a standard for a specific detail. If the location of the bike racks, as shown on the submitted plans, is approved, the City will not plow the sidewalk; there needs to be four (4) feet of clearance space between the street trees and any street furniture or bike racks. The submitted bike rack design is correct, but is shown installed incorrectly; it is recommended that they be relocate the bike racks and install to City Standards.

### **Standards of Evaluation**

#### **4.13.6, Townsite Overlay District and 4.7.5, Business District Bulk requirements:**

**Maximum Height in the Business District and Townsite Overlay District is 35 feet.**  
Proposed height is 30.8 feet.

**Height of Building is defined as: The greatest vertical distance measured from the lowest point of record grade within any portion of the building footprint to the highest point of the roof surface thereof, exclusive of cupolas, chimneys up to ten (10) feet above the highest point of the roof surface, steeples, and spires.**

The applicant is hereby advised that height of building is from record (natural) grade, not from finished grade or finished floor.

**Minimum Lot: None required in the Business District**

The subject property is 20,386 square feet.

**Minimum Lot Width: None required in the Business District**

Lot Width: 170 feet.

**Minimum Setbacks: None required in the Business District**

East: 0 feet.

West (alley setback): 26 feet.

North (Chestnut setback): 31 feet.  
South: 54 feet.

**Maximum lot coverage: no maximum standard.**

Lot coverage is approximately 39%

**Maximum Lot Size: no maximum.**

The subject property is 20,386 square feet.

**4.13.7 Non-Conforming Buildings**

Where an existing building is non-conforming with respect to setbacks, expansion of said building within the plane of the furthest intrusion shall be permitted, provided that the non-conformity with respect to the distance of the setback is not further increased. Such expansion shall not be considered to be increasing the degree of non-conformity pursuant to Section 13.6 of this Ordinance. The following exceptions apply:

- a. In no case may expansion occur that results in a setback of less than six (6) feet from property lines abutting other private property.
- b. Any wall, as measured from the highest point including any gable or peak in a direct vertical line to record grade, shall have a setback of one (1) foot for every two and a half (2.5) feet of wall height (see Diagram 1 and Table 2), but not less than six feet from property lines abutting other private property, regardless of underlying zoning.
- c. No roof overhangs, fire escapes, chimneys, bay windows or other features, which are subject to Section 7 of this Ordinance (Supplementary Yard Regulations), shall have a setback less than five (5) feet from property lines abutting other private property.

This standard is not applicable; the proposal is for new construction.

**4.13.8. Lot Line Vacations**

If a parcel in single ownership consists of two (2) or more Original Townsite lots, or a combination of lot(s) and portions of lot(s), the internal Original Townsite lot lines underneath or located within a required setback of proposed and existing buildings shall be vacated prior to the issuance of a Building Permit for any new building.

There are several lot lines located within the parcel proposed for development that are all in single ownership. It is a recommended condition of approval that all lot lines be vacated prior to the issuance of a building permit.

**6A.7.1 Improvements Required.**

**6A.7.1.1 Sidewalk, Curb, and Gutter.**

Sidewalks, curb and gutter shall be required improvements for projects requiring Design Review approval in the B, LB, TI, A and SCI zoning districts. At a minimum, sidewalks and curb and gutter, where required, shall comply with the City Standards. Sidewalks

shall be at least six feet (6') wide or as wide as adjacent sidewalks on the same block, whichever is greater. Sidewalks shall be constructed along the entire length of a property adjacent to any public or private street in all zones, as well as in locations that provide safe pedestrian access to and around a building. New sidewalks shall be planned to provide pedestrian connections to any existing sidewalks adjacent to the site. Sites located adjacent to public or private streets that are not currently thru-streets, regardless of whether the street may provide a connection to future streets, shall provide sidewalks to facilitate future pedestrian connections. Sidewalks and drainage improvements shall also be required in other districts, except as otherwise provided herein. The requirement for sidewalk may be waived if the cost of the proposed project construction is less than twenty thousand dollars (\$20,000). For Single Family Dwelling and Duplex projects in the Townsite Overlay District, the requirement for sidewalk shall be waived for any remodel or addition; sidewalks shall be required for new primary dwellings.

The City may approve and accept voluntary cash contributions in-lieu of the above described improvements, which contributions must be segregated by the City and not used for any purpose other than the provision of these improvements. The contribution amount shall be 110% of the estimated costs of concrete sidewalk and drainage improvements provided by a qualified contractor, plus associated engineering costs, as approved by the City Engineer. Any approved in-lieu contribution shall be paid before the City issues a certificate of occupancy. In-lieu contributions for sidewalks shall not be accepted in B, LB, TI and SCI districts.

There is currently a sidewalk along Main Street; however, pavers are proposed along Main Street and Chestnut Street, where each street tree is to be located. The City Engineer recommends that if pavers are installed the sidewalk shall incorporate a snow melt system because the City will not plow the sections of sidewalks with pavers or the pavers shown on the site plan shall be eliminated and replaced with concrete. There is an existing portion of a sidewalk along Chestnut Street, but it does not span the entire length of the property. The applicant will be developing the remainder of the sidewalk, which is on private property because 20 feet of Chestnut Street was vacated and is now part of the property. The proposed sidewalk along Chestnut is not consistent with these standards. The standards require the sidewalk to have curb and gutter, to be six (6) feet wide along the entire length of the property. The northern most parking space located in the alley parking area, shall be removed to provide a better pedestrian connection to future sidewalks and to allow for a continued six (6) foot wide sidewalk, west of the drive-thru curb cut. The Building Official recommends that sidewalk comply with ADA requirements and not exceed a maximum slope of 2%.

#### **6A.7.1.2 Water Line Improvements.**

**In the Townsite Overlay District, any proposal for new construction or addition of a garage accessing from the alley, where water main lines within the alley are less than six (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.**

Meeting this requirement is a recommended condition of approval.

**6A.7.2 Area Development Plan.** When the owner of Contiguous Parcels is required to obtain Design Review approval for any portion of the Contiguous Parcels, an Area Development Plan shall be submitted and approved. The Commission shall evaluate the following basic site criteria and make appropriate findings of fact:

- a) Streets, whether public or private, provide an interconnected system and shall be adequate to accommodate anticipated vehicular and pedestrian traffic.
- b) Non-vehicular circulation routes provide safe pedestrian and bicycle ways and provide an interconnected system to streets, parks and green space, public lands, or other destinations.
- c) Water main lines and sewer main lines are designed in the most effective layout feasible.
- d) Other utilities including power, telephone, cable, and gas are designed in the most effective layout feasible.
- e) Park land is most appropriately located on the Contiguous Parcels.
- f) Grading and drainage are appropriate to the Contiguous Parcels.
- g) Development avoids easements and hazardous or sensitive natural resource areas.

Upon any approval of the Design Review application, the Owner shall be required as a condition of approval to record the Area Development Plan or a development agreement depicting and/or detailing the approved Area Development Plan with a statement that the Area Development Plan shall bind the Owner and Owner's successors.

DL Evans Bank owns the three parcels to the east of the proposed development. Currently there are no plans to develop these parcels and they will most likely be sold in the future. According to the applicant, street access has not be modified or obstructed due to the proposed development for vehicular or pedestrian traffic to the adjacent parcels. All utilities, water lines and sewer mains run down the alley and are accessible to the adjacent parcels. The adjacent parcels will have to undergo a similar grade change as the proposed development. The proposed development does not negatively impact the grading and drainage on the adjacent parcels. No easements and hazardous or sensitive natural resource areas exist within the parcels. It is a condition of approval that the owner record an approved area development plan.

## **8.2 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. Internally lit signs may only illuminate the copy or lettered portion of the sign; all other areas and background must be opaque and must not emit any light.

## **Article 9, Parking and Loading Spaces.**

**9.2.8 Access.** Except as otherwise provided herein, any parking area on private property, shall be designed in such a manner that any vehicle leaving or entering the parking area from or onto a public street shall be traveling in a forward motion. Access driveways for all 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. Access for subdivisions shall be provided in accordance with standards set forth in Section 4 of the Subdivision Ordinance.**

- a. **Parking areas containing no more than two (2) parking spaces and 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.**
- b. **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.**
- c. **Parking areas adjacent to alleys may be designed to allow a vehicle to back from the parking area into the alley.**

Twelve (12) parking spaces are provided along the alley. The alley allows vehicles leaving or entering parking spaces adjacent to the alley to back from parking areas. However, as proposed, the five (5) parking spaces along Chestnut Street are not designed in such a manner that any vehicle leaving or entering this parking area from or exiting onto Chestnut Street would be able to travel in a forward motion.

To comply with this standard, the applicant has two of the following choices:

1. The two (2) proposed ADA parking spaces are provided adjacent to Chestnut Street and all other parking spaces adjacent to Chestnut Street be eliminated. It is a recommended condition of approval that the eliminated parking area be landscaped with pedestrian amenities, to be approved by the Planning Administrator. Reducing the parking area adjacent to Chestnut by three (3) spaces would still allow the applicant to comply with the on-site parking requirements.
2. The applicant deed the vacated portion of Chestnut Street to the City and the five (5) proposed parking spaces can remain. However, changes required by Section 6A.7.1.1, shall still be complied with.

## **9.4 Parking Space Requirements.**

**9.4.2 Commercial, Professional, Service, Recreation and Entertainment. All commercial, professional, service, recreation and entertainment uses shall provide improved parking in the amount of one parking space for every 1000 square feet of gross building area; except as follows:**

- n. **Banks: 1 space for every 500 square feet of gross building area.**

The gross square footage of the proposed bank space is 5,268, which requires 10 spaces. The second floor is reserved as a future tenant space. Its gross floor area is 7,840 square feet. The occupant of the tenant space is unknown at this time; therefore, the required parking spaces shall be calculated using general commercial parking space calculation of 1 parking spaces for every 1,000 square feet. This portion of the building is required to provide eight (8) parking spaces. A total of 18 parking spaces are required at this time. The applicant has provided 22 parking spaces, 2 of which are ADA spaces. Because the specific use of the tenant space is unknown at this time, it is a condition of approval that additional parking be provided in the future, if required by Section 9.4 of the Hailey Zoning Ordinance. It is a recommended condition of

approval that 4 on-site parking spaces be removed to comply with Sections 9.2.8.a, and 6A.7.1.1. The applicant can still comply with the on-site parking requirements, if these parking spaces are eliminated.

#### **8B.4. Outdoor Lighting Standards.**

##### **8B.4.1 General Standards**

- a. **All exterior lighting shall be designed, located and lamped in order to prevent:**
  1. **Overlighting;**
  2. **Energy waste;**
  3. **Glare;**
  4. **Light Trespass;**
  5. **Skyglow.**
- b. **All non-essential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes.**
- c. **Canopy lights, such as service station lighting shall be fully recessed or fully shielded so as to ensure that no light source is visible from or causes glare on public rights of way or adjacent properties.**
- d. **Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires.**
- e. **Idaho Power shall not install any luminaires after the effective date of this Article that lights the public right of way without first receiving approval for any such application by the Lighting Administrator.**

There is a residence adjacent to the south of the subject property and the parking lot and west elevation of the building is adjacent to properties currently zoned General Residential. The lots to the west are vacant, but when homes are built here the lighting could be bothersome for residents. Is a recommended condition of approval that parking lot lights and exterior building lights be placed on a timer to turn off after business hours.

##### **8B.4.2 Type of Luminaires.**

**All exterior lighting shall use full cut-off luminaires with the light source downcast and fully shielded, with the following exceptions:**

- a. **Luminaires that have a maximum output of four hundred (400) lumens per fixture, regardless of number of lamps (equal to one forty [40] watt incandescent light), may be left unshielded provided the luminaire has an opaque top or is under an opaque structure.**
- b. **Luminaires that have a maximum output of one thousand (1,000) lumens per fixture, regardless of number of lamps (equal to one sixty [60] watt incandescent light) may be partially shielded provided the lamp is not visible, and the luminaire has an opaque top or is under an opaque structure.**
- c. **Floodlights with external shielding shall be angled provided that no light is directed above a twenty-five (25) degree angle measured from the vertical line from the center of the light extended to the ground, and only if the luminaire**

**does not cause glare or light to shine on adjacent property or public rights-of-way. Photocells with timers that allow a floodlight to go on at dusk and off by 11:00 p.m. are encouraged.**

The applicant proposes four (4) different types of lights. The WMI and the Armet Sconce do not meet Hailey's Standards. It is a recommended condition of approval that a new lighting plan be submitted and approved by the Planning Administrator.

#### **6A.7.2.4. Design Review Guidelines for Residential and Non-Residential Buildings in the Townsite Overlay District:**

### **C. Specific Guidelines**

#### **1. Site Planning**

**Guideline: The pattern created by the Old Hailey town grid should be respected in all site planning decisions.**

- **A rectangular lot shape is preferred to a square one, as the rectangular lot pattern is more in keeping with Old Hailey, and most often results in more useable and visible open spaces.**

The lot shape is rectangular. It is approximately 170 feet wide (Main Street elevation) by 120 feet long.

**Guideline: Site planning for new development and redevelopment shall address the following:**

- **scale and massing of new buildings consistent with the surrounding neighborhood;**

The building incorporates design elements that help reduce the scale and massing, such as the use of more than one material, accents, detailed cornice cap, various wall planes, and numerous windows.

- **building orientation that respects the established grid pattern of Old Hailey;**

The building is oriented to Main Street, which is consistent with other businesses along Main Street.

- **clearly visible front entrances;**

The entrance is on Main Street and is emphasized with double glass doors and an overhanging metal awning.

- **use of alleys as the preferred access for secondary uses and automobile access;**

The alley is the primary access for parking.

- **adequate storage for recreational vehicles;**

Not applicable.

- **yards and open spaces;**

There is some open space provided to the south of the building.

- **solar access on the site and on adjacent properties where feasible, and where such decisions do not conflict with other Design Guidelines;**

The south portion of the lot is left open, either as a landscaped area or as parking. This will help preserve the building's winter solar access. On the north side of the building, the street provides a buffer to protect the solar access of properties to the north.

- **snow storage appropriate for the property;**

As proposed there is 8,427 square feet of paved circulation areas. The applicant has proposed that snow removal be provided in the southeast corner of property, which measures 1,868 square feet. This would provide snow storage at a rate of 22%; 25% is required.

- **underground utilities for new dwelling units.**

All utilities are shown installed underground. The power pole on the alley is proposed for relocation.

These guidelines are further addressed throughout the remainder of the staff report.

**Guideline: The use of energy-conserving designs that are compatible with the character of Old Hailey are encouraged. The visual impacts of passive and active solar designs should be balanced with other visual concerns outlined in these Design Guidelines.**

- **Glass areas should reflect the composition, layout and window-to-wall ratio of windows seen traditionally in Old Hailey versus large continuous surfaces of glass.**
- **Solar energy collection devices should be integrated into the overall building design.**
- **Designers should be aware of the solar exposures of neighboring properties, and should, where possible, avoid blocking these exposures with buildings or solar collectors.**
- **Roof-mounted solar collection panels shall not extend above the ridge line of the roof. They should be integrated into the structure, and as close to the roof angle as feasible.**
- **Free-standing solar collection panels should be subordinate in size and placement to the structure they serve, and should generally not be located in areas visible from the street.**

The proposed design does not incorporate active solar technologies. Day lighting is used and there are numerous windows on the south side of the building.

## **2. Bulk Requirements (Mass and Scale, Height, Setbacks)**

**Guideline: The perceived mass of larger buildings shall be diminished by the design.**

- **The height of taller buildings should be stepped down on the streetside elevation.**
- **Buildings with greater mass should be broken into smaller modules.**
- **Changes in wall planes and building materials should be used to reduce the visual impacts of taller buildings.**

The wall planes are broken up using wainscoting, windows with stone sills, covered entry ways, and varying exterior wall planes. Both brick and sandstone are used with second floor window shading devices that help reduce the overall mass of the building.

## **3. Architectural Character**

### **a. General**

**Guideline: New buildings should be respectful of the past, but may offer new interpretations of old styles, such that they are seen as reflecting the era in which they are built.**

- **The Design Guidelines are not intended to dictate a particular style or era for new buildings.**

- **Exact replication of old buildings is not the intent of these Design Guidelines, so that historic buildings can be appreciated for their own uniqueness. Designers may draw on the past, without necessarily replicating the design of old buildings. The use of traditional building forms, scale and broad design elements is encouraged.**

Traditional materials such as brick and sandstone and design elements that are in keeping with historic Hailey, such as wainscot, window sills, and detailed cornice caps are incorporated into the building design.

## **b. Building Orientation**

**Guideline: The front entry of the primary structure shall be clearly identified such that it is visible and inviting from the street.**

- **The use of walkways, porches, smaller roof forms and other design elements is encouraged to emphasize the location of the front entry.**

The front entry is located directly off of the sidewalk along Main Street. It is emphasized by double doors and a canopy like element that frames the door.

**Guideline: Buildings shall be oriented to respect the existing grid pattern. Aligning the front wall plane to the street is generally the preferred building orientation.**

- **In some cases, the front door to a building may be positioned such that it is perpendicular or at an angle to the street. If so, other design elements such as the front wall plane, porch element or walkway elements should be used to help define the front door location, and to respect the overall building orientation pattern in the neighborhood.**

The building's front wall plane is adjacent to Main Street and measures approximately 85 feet long.

## **c. Building Form**

**Guideline: The use of building forms traditionally found in Old Hailey is encouraged. Forms that help to reduce the perceived scale of buildings shall be incorporated into the design.**

- **Simple rectangles or a combination of rectangles is encouraged.**
- **Examples of forms that help to reduce the perceived scale include the use of smaller forms combined together and the use of a smaller building form along the street.**
- **Less traditional forms should be very carefully planned to respond to the scale and character of the neighborhood.**

The building side wall planes measure approximately 89 feet. The Buildings front and rear wall planes measure approximately 85 feet.

## **d. Roof Form**

**Guideline: Roof forms shall define the entry to the building, breaking up the perceived mass of larger buildings, and to diminish garages where applicable.**

- **Garages are preferred to be located off of alleys, as outlined in Sections B.5 and B.6. Where the alley option does not exist or is not feasible, garages on the front of buildings should be diminished by integrating them into the primary roof form, by**

**off-setting them back from the primary structure, or by detaching them.**

- **Offsets in eave and ridge lines may be helpful in breaking up building mass.**

No garages are proposed. The building uses varying parapet heights and a detailed cornice cap.

**Guideline: Roof pitch and style shall be designed to meet snow storage needs for the site.**

- **Roof pitch materials and style shall retain snow on the roof, or allow snow to shed safely onto the property, and away from pedestrian travel areas.**
- **Designs should avoid locating drip lines over key pedestrian routes.**
- **Where setbacks are less than ten feet, special attention shall be given to the roof form to ensure that snow does not shed onto adjacent properties.**

The proposed roof will have no pitch. The Building Official has reviewed the plans and has no recommendation regarding the roof design. The roof has an internal drain.

**Guideline: The use of roof forms, roof pitch, ridge length and roof materials that are similar to those traditionally found in the neighborhood are encouraged.**

- **Sloping roof forms, including gable and hip roofs, are encouraged.**
- **Dormers and other roof details that do not detract from the primary roof form are encouraged, but should be used in moderation.**
- **Dormers should stay below the roof line and shall not extend above the roof line of the building.**
- **Shed roofs, flat roofs and roof pitches under 5:12 may be appropriate in certain locations.**
- **Ridge lengths should appear similar in scale to those seen in the neighborhood. A break in the roof line can be used to diminish the impact of longer ridge lengths.**

This standard is not applicable; these guidelines pertain primarily to residential buildings.

**Guideline: The roof pitch of a new building should be compatible with those found traditionally in the surrounding neighborhood.**

- **Gable roof pitches in the 8:12 to 12:12 range are encouraged.**

The proposed building would have a flat roof, which is consistent with many of the commercial building's along Main Street.

#### **e. Wall Planes**

**Guideline: Primary wall planes should be parallel to the front lot line.**

- **These guidelines consider the front wall plane to be the primary wall plane.**

The proposal meets this guideline.

**Guideline: Wall planes shall be proportional to the site, and shall respect the scale of the surrounding neighborhood.**

- **A preference is given towards front wall planes that match the scale of traditional buildings (25-30 feet in width).**
- **If front wall planes exceed the traditional width, a setback or jog in wall plane should be used to break up the perceived mass.**
- **In general, one-story wall planes may be longer than two story wall planes, while still appearing proportional to the site.**

The lot width is 170 feet wide and the front wall plane of the building is two stories and 85 feet

wide. The proposed building incorporates a minimal amount of setbacks or jogs in the wall plane. The majority of the buildings along Main Street north of the proposed development are large and cover most of the property, due to their commercial nature and zoning. However, this building is located in an area where there are currently no adjacent buildings of this size. This proposal has incorporated some open space to the south of the property, which may help provide a buffer between the proposed building and the smaller buildings adjacent to the site.

**Guideline: The use of pop-outs to break up longer wall planes is encouraged.**

- **Side wall planes are typically longer than front wall planes: pop-outs such as bay windows, chimneys and other architectural elements can be used to break up these longer wall planes.**

The proposed building incorporates a minimal amount of setbacks or jogs in the wall plane.

#### **f. Windows**

**Guideline: Windows facing streets are encouraged to be of a traditional size, scale and proportion.**

- **Consider the position, area and arrangement of windows when designing street side facades.**
- **Consider the ratio of window opening area to solid wall area when designing building elevations such that neither dominates.**
- **Multi-paned windows of a vertical orientation are encouraged. As a general guideline, windows facing streets are encouraged to have a height that is twice the dimension of the width.**

The applicant proposes numerous windows on all facades.

**Guideline: Windows on side lot lines adjacent to other buildings should be carefully planned to respect the privacy of neighbors.**

- **In general, new windows on side lot lines should be located such that they are not directly opposite windows on neighboring properties.**

Properties to the north and south are zoned business and it is unlikely that privacy is as much of an issue as it would be for a residential neighborhood. The west half of Block 5 (across the alley) is zoned General Residential. These lots have not been developed yet.

#### **g. Decks and Balconies**

**Guideline: Decks and balconies shall be in scale with the building and the neighborhood.**

- **Decks and balconies should appear as subordinate elements in terms of scale, location and detailing.**

No decks or balconies are proposed.

**Guideline: Decks and balconies should be designed with the privacy of neighbors in mind when possible.**

- **In general, uncovered decks are preferred to be located to the rear of buildings, while covered porches are preferred to be located in the front of buildings.**

No decks or balconies are proposed.

## **h. Building Materials and Finishes**

**Guideline:** Materials and colors shall be selected to avoid the look of large, flat walls. The use of texture and detailing to reduce the perceived scale of large walls is encouraged.

- **A change of materials should be used appropriately on the building to help “ground” the building and to provide a distinction between foundations and walls. For example, a heavier material such as stone would be appropriate around the base of a building.**

Stone is used along the foundation with brick being the primary building material.

**Guideline:** Large wall planes shall incorporate more than one material or color to break up the mass of the wall plane.

- **Building materials that contribute to a human sense of scale are encouraged. Examples of materials that convey a human sense of scale include wood siding, shake siding, brick and stone.**
- **Scoring joints, changes in surface, and the use of trim are other ways to break up the perceived scale of large walls.**
- **A change of building materials may not be necessary if other design elements such as bay windows or pop-outs are used to break up wall planes.**

The wall planes are broken up using wainscoting, windows with stone sills, covered entry ways, and varying exterior wall planes. Both brick and sandstone are used with second floor window shading devices that help reduce the overall mass of the building.

## **i. Ornamentation and Architectural Detailing**

**Guideline:** Architectural detailing shall be incorporated into the front wall plane of buildings.

- **While ornamentation is encouraged, the use of highly ornamental details not traditionally found in Old Hailey is not.**

Wainscoting, windows with stone sills, covered entry ways, parapets, decorative cornice caps, and second floor window shading devices are all details incorporated into the proposed building design. The level of detailing is consistent with buildings such as the E.G. Willis Building and other buildings found in the townsite Business District.

**Guideline:** The use of porches, windows, stoops, shutters, trim detailing and other ornamentation that is reminiscent of the historic nature of Old Hailey is encouraged.

- **Front porches are particularly encouraged. In general, they should be substantial in size, such that they function as more than just a landing, and should be covered by a roof.**
- **If front porches must be enclosed to provide a cold entry, the use of windows and a higher ratio of window-to-wall surface is encouraged to retain the image of the old front porch.**

No front porches are proposed.

**Guideline:** Architectural details and ornamentation on buildings should be compatible with the scale and pattern of the neighborhood.

- **Buildings that draw on historic details without exact copying are preferred.**

Wainscoting, windows with stone sills, covered entry ways, parapets, decorative cornice caps, and second floor window shading devices are all details incorporated into the proposed building design. The level of detailing is consistent with buildings such as the E.G. Willis Building and other buildings found in the townsite Business District.

#### **4. Circulation and Parking**

**Guideline: Safety for pedestrians shall be given high priority in site planning, particularly with respect to parking, vehicular circulation and snow storage issues.**

- **Parking areas should be planned with adequate sight distances from sidewalks.**

There are three parking areas proposed with a total of 22 parking spaces. The majority of the parking spaces are located and accessed off the alley; however, the proposed plans show five (5) parking spaces with access off of Chestnut Street.

The alley parking area provides a pathway in front of the parking area that connects to a pathway along the building. Parking along the alley does require customers to cross the drive-thru. This area is striped in yellow. It is a recommended condition of approval that signage alerting drive-thru patrons of the pedestrian crossing area be provided on both sides of the drive-thru (the drive-thru is two lanes), at the drive-thru entrance and exit.

The parking area south of the building does not provide a pathway from all vehicles to the building. This area could pose circulation problems as patrons leave their vehicles and cross the parking lot with vehicles leaving the drive-thru and entering and exiting this parking area. It is a recommended condition of approval that a pathway be placed along the west end of the open-space area, in front of the south parking area's parking stalls.

In addition, vehicles exiting the south parking area may have a difficult time backing out and turning around to exit into the alley, especially with drive-thru patrons existing into the south parking area. It is a recommended condition of approval that each of these five spaces be marked with signs stating, "Employee Parking Only."

**Guideline: The visual impacts of on-site parking visible from the street shall be minimized.**

- **Parking is encouraged to be screened from view with landscaping, fences or low walls.**

Landscaping and a pathway is provided adjacent to Chestnut Street, at the northwest corner of the property. In response to the recommendations made in Section 6A.7.1.1, that the sidewalk configuration be changed to meet the City Standards, it is a recommended condition of approval that the pathway through the landscaped area at the northwest corner be removed and replaced with more landscaping, which will further screen the alley parking area. The majority of the parking is located off of the alley or screened behind the building. The parking areas accessed by the alley are at a lower grade than Main Street, which also helps reduce the visual impacts. There are five (5) perpendicular parking spaces proposed along Chestnut Street. However, it is recommended that these spaces be reduced to two (2) ADA spaces or the portion of vacated Cedar Street be deeded to the City. If the spaces are reduced to two (2), the visual impacts of on-site parking will be minimized.

**Guideline: As a general rule, garages and parking should be accessed from the alley side of the property and not the street side.**

No garages are proposed.

**Guideline: Detached garages accessed from alleys are strongly encouraged.**

No garages are proposed.

**Guideline: When garages must be planned on the street side, garage doors shall be set back and remain subordinate to the front wall plane.**

- **See also Roof Form in these guidelines for discussion on the use of roofs to diminish the impact of garages.**

No garages are proposed.

**Guideline: When garages and/or parking must be planned on the street side, parking areas are preferred to be one car in width. When curb cuts must be planned, they should be shared or minimized.**

Currently, the sidewalk does not extend the entire length of the property adjacent to Chestnut Street; it stops about half way down the north side of the property line. No curb cuts are proposed along Main Street. There will be one curb cut along Chestnut, once the sidewalk and pathways are constructed. It is shown as being two car lengths wide to accommodate the drive-thru; 18 feet wide.

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

- **Storage areas for recreational vehicles should be screened from view with landscaping, fencing or other building walls.**

This guideline is not applicable to this commercial project. Parking is not intended for storage of recreational vehicles.

## **5. Alleys**

**Guideline: Alleys shall be retained in site planning. Lot lines generally shall not be modified in ways that eliminate alley access to properties.**

The alleyway has been retained and does not appear to eliminate alley access to other properties.

**Guideline: Alleys are the preferred location for utilities, vehicular access to garages, storage areas (including recreational vehicles) and accessory buildings. Design and placement of accessory buildings that access off of alleys is encouraged.**

- **Buildings located off of alleys can be quirker and more unique, reflecting the eclectic nature of alley buildings in Old Hailey.**

The alley is utilized for vehicular access. There are no accessory buildings or storage areas proposed.

**Guideline: Generally, the driving surface of alleys within Limited Residential and General Residential may remain a dust-free gravel surface, but should be paved within Business, Limited Business, and Transitional. The remainder of the City alley should be managed for noxious weed control, particularly after construction activity.**

➤ **State law requires that noxious weeds be controlled.**

It is a recommended condition of approval that the portion of the alley adjacent to the subject property is paved with asphalt and that noxious weeds are controlled.

**Guideline: Landscaping and other design elements adjacent to alleys should be kept simple, and respect the functional nature of the area and the pedestrian activity that occurs.**

➤ **Leave enough space between new landscaping and the alley property line to allow trees to grow to maturity without encroaching into the public alley right-of-way.**

The applicant proposes minimal landscaping adjacent to the alley. There are some small shrubs indicated on the plans, but it is not anticipated that encroachment issues would occur.

## 6. Accessory Structures

**Guideline: Accessory buildings shall appear subordinate to the main building on the property in terms of size, location and function.**

➤ **There may be specific instances where accessory structures may have a larger floor area than the primary structure, such as in the case of an existing small primary structure that has historic significance, and which is proposed to be preserved.**

No accessory buildings are proposed.

**Guideline: In general, accessory structures shall be located to the rear of the lot and off of the alley unless found to be impractical.**

No accessory buildings are proposed.

## 7. Snow Storage

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

➤ **For new construction and additions, snow is not permitted to slide onto the property of others.**

➤ **Snow storage areas shall be 25% of on-site parking and circulation areas.**

Snow storage is shown adjacent on the southeast side of the property, south of the building and is 1,868 square feet. The total paved circulation area as proposed, measures 8,427 square feet. 22% snow storage is provided. Because of the numerous changes in the site plan that are being recommended, it is a recommended condition of approval that if changes are made to the proposed application, new plans shall be submitted to the Planning Department with new snow storage calculations that reflect 25% of the paved circulation areas. If no changes are made to the site plan 253 square feet (remaining 3%) of additional snow storage shall be provided.

**Guideline: A snow storage plan shall be developed for every project showing:**

- **Where snow is stored, key pedestrian routes and clear vision triangles.**
- **Consideration given to the impacts on adjacent properties when planning snow storage areas.**

The proposed snow storage area appears to be large enough that it will not impact pedestrian areas or adjacent properties.

## 8. Existing Mature Trees and Landscaping

**Guideline: Existing mature trees shall be shown on the site plan, with notations regarding retention, removal or relocation. Unless shown to be infeasible, a site shall be carefully planned to incorporate existing mature trees on private property into the final design plan.**

The site contains three (3) large spruce trees as well as a number of smaller deciduous trees. The applicant proposes removing all existing spruces except the one to the north, which will be incorporated into the landscaped area. The applicant is willing to donate these two spruces to the City. The Hailey Tree Committee has suggested that Commission give special consideration regarding the applicant's listing of "transplanting" and "retain and protect." The Committee recommends an ISA Certified Arborist make specific recommendations regarding a cost/benefit analysis of the existing plan. The applicant proposes to relocate the existing chokecherries along Main Street to the back of the curb per City Standards. A Certified Arborist has deemed the existing Maple at the south end of the property to be in poor health and it is proposed for removal. The existing crabapple on the south side of the property is proposed to be relocated on-site. The submitted street tree grate design is acceptable to the City Engineer.

The Hailey Tree Committee has also recommended the following:

- Chokecherries are not amenable to snowplow efforts or automotive or pedestrian traffic; therefore the developer is encouraged to only transplant Chokecherries that are deemed satisfactory in both health and structure by an ISA Certified Arborist. If other street trees are used they should have a caliper of at least two (2) inches and a branching pattern starting at 6 feet above the sidewalks surface. The following species are recommended:
  - Little Leaf Linden
  - Cimmaron Ash
  - Parkway Maple
- The plans should define "critical root zone" as it is defined by the ISA Best Management Practices, not by the definition listed on the landscape plan.
- An oak, which exists on the northeast corner of the property, appears to be located in the public right-of-way, but is not indicated specifically on the landscape plan, and is proposed to be removed and relocated. An ISA Certified Arborist should make recommendations regarding this specific species' tolerance to relocation prior to removal.

**Guideline: Attention shall be given to other significant landscape features which may be present on the site. Mature shrubs, flower beds and other significant landscape features shall be shown on the site plan and be incorporated into the site plan where feasible.**

- **Mature shrubs such as lilacs should not be overlooked in site planning.**
- **The use of plant materials that are appropriate for the Hailey climate and growing season are encouraged.**
- **Drought-resistant lawn areas that resemble the traditional lawns of Old Hailey are encouraged.**
- **Xeriscape plantings in other yard areas are good alternatives for retaining landscaping while lowering water use.**
- **Berms in front yards are generally discouraged.**

The applicant is only proposing to plant four (4) new trees, which are all autumn blaze maples. All other trees on-site will be retained or transplanted. The landscape plan shows 100% of the new species planted are drought tolerant. Perennials, grasses and evergreen shrubs are proposed in the planter beds with a mix of different foliage and colors. Drip irrigation of the beds is

proposed. It is a recommended condition of approval the street trees also be drip irrigated.

**Guideline: Noxious weeds shall be controlled according to State Law.**

Meeting this guideline is a recommended condition of approval.

## **9. Fences and Walls**

**Guideline: Fences and walls that abut public streets and sidewalks should be designed to include fence types that provide some transparency, lower heights and clearly marked gates.**

- **Fence heights are regulated by Hailey Zoning Ordinance Number 532, Section 8.1.**

No fences or walls are proposed.

**Guideline: Retaining walls shall be in scale to the streetscape.**

- **Streetside retaining walls should be lower in height, or broken up to avoid the look of a large wall.**

The retaining walls have been broken up into two sections to accommodate the grade change at the drive-thru and at the alley parking area. In both cases the overall change in elevations is approximately 24 inches or less.

## **10. Non-residential and Multi-family Uses**

**Guideline: Non-residential uses in Old Hailey should be designed with a residential, human scale in mind.**

Traditional materials such as brick and sandstone and design elements that are in keeping with historic Hailey, such as wainscot, window sills, and detailed cornice caps are incorporated into the building design. The wall planes are broken up using wainscoting, windows with stone sills, covered entry ways, and varying exterior wall planes. Both brick and sandstone are used with second floor window shading devices that help reduce the overall mass of the building. There are numerous streetscape amenities proposed such as, street trees, street bench, and street trash receptacles, which help retain the human scale.

**Guideline: Parking for non-residential uses shall be carefully planned to avoid pedestrian conflicts, and to be subordinate to other design elements on the site.**

- **See also Section 4 for other applicable parking guidelines.**

There are three parking areas proposed with a total of 22 parking spaces. Eighteen parking spaces are required with the proposed use. The majority of the parking spaces are located and accessed off the alley; however, the proposed plans show five (5) parking spaces with access off of Chestnut Street.

The alley parking area provides a pathway in front of the parking area that connects to a pathway along the building. Parking along the alley does require customers to cross the drive-thru. This area is striped in yellow. It is a recommended condition of approval that signage alerting drive-thru patrons of the pedestrian crossing area be provided on both sides of the drive-thru (the drive-thru is two lanes), at the drive-thru entrance and exit.

The parking area south of the building does not provide a pathway from all vehicles to the

building. This area could pose circulation problems as patrons leave their vehicles and cross the parking lot with vehicles leaving the drive-thru and entering and exiting this parking area. It is a recommended condition of approval that a pathway be placed along the west end of the open-space area; in front of the south parking area's parking stalls.

In addition, vehicles exiting the south parking area may have a difficult time backing out and turning around to exit into the alley, especially with drive-thru patrons existing into the south parking area. It is a recommended condition of approval that each of these five spaces be marked with signs stating, "Employee Parking Only."

**Guideline: Utilities for non-residential and multifamily structures shall be integrated into the site design. Utilities should, in most cases, be fully screened from view.**

- **Exhaust hoods, rooftop vents and air conditioner units should be screened from view, either with a parapet wall or by integrating these items into interior roof elements.**
- **Transformers, gas meters and other site infrastructure should be located in a manner to avoid being seen from entrances, public streets and pedestrian areas. If they cannot be hidden, they should be screened with landscaping, fencing or building walls.**

All rooftop mechanical equipment is screened from view with the use of parapets. There is a transformer southwest of the drive-thru exit, which the applicant proposes to screen with landscaping. All other utilities shall be installed underground.

**Guideline: Multi-family structures shall be designed with a single family residential scale in mind. This includes:**

- **breaking up of wall planes;**
- **use of individual walk-up entrances;**
- **breaking up of parking areas;**
- **ensuring parking areas are subordinate to other uses.**

The proposal breaks up the wall plane through by using multiple building materials and incorporating various design techniques to minimize scale. There are three entrances proposed, with one main entrance on Main Street, which is access at the sidewalk adjacent to Main Street. There are three different parking areas proposed, which helps to break up the 18 required on-site spaces.

## **11. Historic Structures**

**General Guidelines: Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following guidelines:**

- **The alteration should be congruous with the historical, architectural, archeological, educational or cultural aspects of other Historic Structures within the Townsite Overlay District, especially those originally constructed in the same Period of Significance.**
- **The alteration shall be contributing to the Townsite Overlay District. Adaptive re-use of Historic Structures is supported while maintaining the architectural integrity of the original structure.**

This guideline is not applicable. The proposal is for new construction.

**Specific Guidelines: Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following specific guidelines:**

- **The design features of repairs and remodels including the general streetscape, materials, windows, doors, porches, and roofs shall not diminish the integrity of the original structure.**
- **New additions should be designed to be recognizable as a product of their own Period of Significance with the following guidelines related to the historical nature of the original structure:**
  - ~ **The addition should not destroy or obscure important architectural features of the original building and/or the primary façade;**
  - ~ **Exterior materials that are compatible with the original building materials should be selected;**
  - ~ **The size and scale of the addition should be compatible with the original building, with the addition appearing subordinate to the primary building;**
  - ~ **The visual impact of the addition should be minimized from the street;**
  - ~ **The mass and scale of the rooftop on the addition should appear subordinate to the rooftop on the original building, and should avoid breaking the roof line of the original building;**
  - ~ **The roof form and slope of the roof on the addition should be in character with the original building;**
  - ~ **The relationship of wall planes to the street and to interior lots should be preserved with new additions.**

This guideline is not applicable. The proposal is for new construction.

### **Summary and Suggested Conditions**

The Planning and Zoning Commission shall hold a public hearing and approve, conditionally approve, or deny the design review application. The following conditions are suggested to be placed on any approval of this application:

- a) All Fire Department and Building Department requirements shall be met. Items to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:
  1. The exterior door located adjacent to Chestnut Street shall have no steps on either side of the door.
  2. An asbestos report will be required to be submitted with the Demolition Permit Application for the existing structures on the subject property.
- 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, including but not limited to, additional parking requirements.
- c) All City infrastructure requirements shall be met. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head

approval and shall meet City Standards where required. Infrastructure to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:

1. The applicant shall provide insulating material for all individual water service lines on both sides of the alley including and between the subject property and Main Street if the main line is less than six (6) feet in depth. The main line shall be insulated only if recommended by the City Engineer.
  2. The handicap ramps at the corner of Main and Chestnut shall meet Hailey's City Standards.
  3. All paving to existing asphalt shall have a minimum of 12" of existing asphalt removed for a better tie-in.
  4. The entire portion of the alley right-of-way, adjacent to the subject property, shall be paved with new asphalt.
  5. Drainage plans for this area shall be submitted to the City Engineer for approval.
  6. The applicant shall take the domestic water off the fire line and shall work with the Water Department to determine the proper location of the meter radio sending unit.
  7. The existing water service shall be a ¾".
  8. The storm drain line over the water service shall be to City Standards.
  9. The Public Works Director shall be a part of any discussions with Idaho Power on relocating poles.
  10. A detail shall be submitted on the proposed "Seepage beds" or a drywell to City Standards.
  11. The handicap ramp at the alley shall have an accessible path to the building.
  12. The civil drawings shall be resubmitted to match the Landscape plan.
  13. The pavers shown on the plan shall be replaced with concrete.
  14. The sidewalk along Main and Chestnut Streets shall be designed and installed to City Standards and repairs shall be made to existing sidewalk if damaged during construction.
  15. The sidewalk on Main Street shall not exceed a 2% slope, which is the maximum allowed by code for an accessible route.
  16. The northern most parking space located in the alley parking area, shall be removed to provide a better pedestrian connection to future sidewalks and to allow for a continued six (6) foot wide sidewalk, west of the drive-thru curb cut.
  17. Bike racks shall be installed to City Standards.
  18. All utilities shall be installed underground.
  19. Drip irrigation system shall be installed to water street trees.
- d) No auxiliary apparatus (e.g. utility meters, fire suppression equipment) may extend into any public right-of-way.
- e) All lot lines shall be vacated prior to the issuance of a building permit.
- f) Noxious weeds shall be controlled on the property and in the alley right-of-way.
- g) Signage, alerting drive-thru patrons of the pedestrian crossing area, shall be provided at the drive-thru entry and exit and on both sides of the drive-thru lanes (4 signs total).

- h) An ISA Certified Arborist shall review the following and if deemed necessary by the Planning Administrator, a revised landscape plan shall be submitted and approved by the Planning Administrator, which addresses the Arborist’s findings:
  - 1. Regarding the two (2) spruces, an ISA Certified Arborist shall make specific recommendations regarding the cost/benefit of transplanting as proposed in the existing plan.
  - 2. The plans shall define “critical root zone” as it is defined by the ISA Best Management Practices, not by the definition listed on the landscape plan.
  - 3. An ISA Certified Arborist shall make recommendations regarding the Oak’s tolerance to relocation (located on the northeast corner of the property).
  - 4. Only transplant Chokecherries that are deemed satisfactory in both health and structure by an ISA Certified Arborist. If street trees are replaced instead of relocated, they should have a caliper of at least two (2) inches and a branching pattern starting at 6 feet above the sidewalks surface and shall be of the following species:
    - o Little Leaf Linden
    - o Cimmaron Ash
    - o Parkway Maple
- i) The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.
- j) A new lighting plan shall be submitted and approved by the Planning Administrator, showing compliance with the Outdoor Lighting Ordinance.
- k) A revised site plan shall be submitted to the Planning Department and approved by the Planning Administrator showing the following changes:
  - 1. New snow storage calculations that reflect 25% of the revised paved circulation areas.
  - 2. The pathway through the landscaped area at the northwest corner shall be removed and replaced with more landscaping.
  - 3. Bike racks relocated to comply with City Standards -in no case shall they be installed further than 50 feet from the entrance or encroach into a four (4) foot clearance space along the sidewalk.
  - 4. The parking area along Chestnut Street shall be reduced to two (2) ADA parking spaces, to be placed where they are currently proposed and the remaining parking area shall be landscaped with pedestrian amenities to be approved by the Planning Administrator or the applicant shall deed the portion of vacated Chestnut to the City.
  - 5. A pathway shall be placed along the west end of the open-space area, in front of the south parking area’s parking stalls and shall connect to the pathway adjacent to the south side of the building.
- l) Parking lot lights and exterior building lights shall be placed on a timer to turn off after business hours.
- m) Each of the five parking spaces, located to the south of the building, shall be marked with signs stating, “Employee Parking Only.”

- n) Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided as approved by the City Attorney, before a Certificate of Occupancy can be issued.
- o) The property owner shall record an approved area development plan.
- p) This Design Review approval is for plans dated December 22, 2008. The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.
- q) This project is subject to Development Impact Fees pursuant to Municipal Code Chapter 15.16. Check with Building Department staff for estimated fee amount.

**Motion Language**

Motion to approve the design review application for DL Evans Bank, located on Lots 1, 2, 3, 4, 5 and 20 feet of Chestnut Street, adjacent to Lot 1, Block 5, Hailey Townsite, at 609 Main Street South, finding that the project is in conformance with the Comprehensive Plan; the project does not jeopardize the health, safety, or welfare of the general public; and the project conforms to the applicable specifications outlined in the Design Review Guidelines, as set forth herein, applicable requirements of the Zoning Ordinance, and City Standards; with conditions ( ) through ( ).