



City of Ketchum
Planning & Building

September 16, 2015

Limelight Hotel Design Review Subcommittee
City of Ketchum
Ketchum, Idaho

MEMO
LIMELIGHT HOTEL DESIGN REVIEW SUBCOMMITTEE
SPECIAL MEETING OF SEPTEMBER 16, 2015

PROJECT: Limelight Hotel, formerly Bald Mountain Lodge

FILE NUMBER: 09-004

OWNERS: Limelight Ketchum LLC , formerly Bald Mountain Lodge LLC

REPRESENTATIVE: Don Schuster, VP Hospitality, Aspen Skiing Company

REQUEST: Community Core Design Review Modification

LOCATION: Ketchum Townsite Amended Lot 1A, Block 20 (151 South Main Street)

NOTICE: Notice was posted at City Hall and on the City's website calendar on September 11, 2015.

ZONING: Community Core (CC), Subdistrict A, Retail Core

REVIEWER: Rebecca F. Bundy, Senior Planner / Building and Development Manager

ATTACHMENTS:

- A. Applicant Submittal
- Exterior Lighting Plan, dated September 8, 2015
 - Lighting Fixture Schedule
 - Exterior Sign Plan, dated September 4, 2015
 - Guardrail Design, dated September 16, 2015

BACKGROUND

1. The Limelight Hotel Development Agreement calls for a Design Review Subcommittee to be formed to review matters delegated to it by the Planning and Zoning Commission and any Owner-requested non-material changes to the approved Design Review. The Subcommittee was appointed by the City Council on January 5, 2015. The Committee consists of Rich Fabiano, former Commissioner, Erin Smith, current Commissioner and Micah Austin, Planning and Building Department Director. At their discretion, the Subcommittee may refer items to the full Commission, if they feel the item warrants more review.

2. The Planning and Zoning Commission Design Review Modification Findings of Fact, dated April 2, 2015, delegate the following items to the Subcommittee:

- Exterior finish materials
- Exterior lighting plan
- Bicycle rack plan
- Utility equipment screening
- Rooftop mechanical equipment screening
- Fence and wall design
- Signage master plan
- Landscaping
- Sidewalk and street improvements

3. On April 22, 2015, the Subcommittee reviewed and approved the following items:

- Exterior finish materials
- Bicycle rack plan
- Rooftop mechanical equipment screening
- Sidewalk and street improvements
- Drainage

4. The applicant is currently seeking approval for the following items:

- Exterior lighting
- Utility equipment screening
- Fence, wall and railing design
- Landscaping
- Signage master plan

5. The City Arborist and City Engineer will attend the Subcommittee meeting to answer any questions pertaining to their areas of expertise.

6. Sections of the Ketchum Municipal Code, Chapter 17.64, Design Regulations, pertaining to the requested approvals are evaluated below:

Design Review Requirements				
DESIGN REGULATIONS: 17.18.020				
Compliant			Standards and Staff Comments	
Yes	No	N/A	Standard Number	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.130(F)(e)1 BALCONIES	Balconies may be open or covered with a roof or upper story balcony.
			<i>Staff Comments</i>	<i>Generally the balconies are covered by a roof or upper story balcony above.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.130(F)(e)2	The distance between roof supporting columns, piers, or posts on balconies shall not exceed their height.
			<i>Staff Comments</i>	<i>The balconies are generally cantilevered. Balcony location has already been approved. The balcony guardrail design has changed from a horizontal member railing to a 2" x 2" mesh. The guardrails continue to be powder-coated steel to match the rest of the structure.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.130(F)(j)(1)a-h MECHANICAL AND ELECTRICAL EQUIPMENT	The following shall not be located within the public right of way and shall be screened from public views from streets, pedestrian walkways, sidewalks, plazas, and public spaces:

Yes	No	N/A	Standard Number	City Standards and Staff Comments
				Electric and water utility meters; power transformers and sectors; heating/ventilation/cooling equipment/ irrigation and pool pumps; satellite dishes greater than eighteen inches (18") in diameter; antennas; rooftop mechanical equipment; & other mechanical equipment.
			<i>Staff Comments</i>	<i>The rooftop mechanical equipment screening has been approved by the Subcommittee. The current submittal details the wall around the utility enclosure and its gate, located on River Street, just to the east of the entrance to the parking garage. The wall surrounding the utility enclosure is just over seven (7) feet in height, and the gate is just under seven (7) feet in height. (This is down two (2) feet from the previously proposed nine (9) foot tall enclosure.) The wall is clad in a stone veneer to match the building, and the gate is made of a steel frame and wood slates to match the building. The code only allows a six (6) foot tall fence or wall located greater than thirty (30) feet from the front property line (Main Street). However, the function of the utility enclosure is to provide full screening for the utilities within it. The Subcommittee should discuss the need for a taller wall with the applicant and may approve it as submitted or require that the height be reduced to six (6) feet maximum.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.130(F)(j)(2)	Appropriate methods of screening include fencing, landscaping, roof parapets, and equipment enclosures. The design of screening devices shall be compatible with the main structure and conform to other sections of this code. Noise levels of mechanical equipment shall be minimized. All utility and communication lines serving the site shall be underground.
			<i>Staff Comments</i>	<i>The proposed wall and almost solid gate are appropriate methods of screening. The design is compatible with that of the primary structure. Utility and communications lines will be located underground.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.130(F)(k)(1)a-c LANDSCAPING	The regulations in this subsection apply to private property, including parking lots. Regulations for the landscaping of streets are provided in subsection q, "Streets And Streetscapes", of this section. The following areas shall be landscaped and regularly maintained to be free of weeds, overgrown vegetation, and litter: Unpaved portions of the site visible from public streets, sidewalks, plazas, parks, and other public spaces; common outdoor areas within any development; and private and public surface parking areas.
				<i>The Landscape Plan shows substantial landscaping in addition to the proposed hardscape.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.130(F)(k) LANDSCAPING	2. Landscaping treatments shall include a combination of trees, grasses, shrubs, flowering plants, and flowers. 3. All landscaped areas shall be irrigated with automatic drip irrigation systems that do not produce overspray on surfaces outside the planting area. 4. All new trees planted in the community core district shall be species that are recommended and approved by the city arborist. All new trees shall have a caliper size of three inches (3") measured twelve inches (12") from the ground. If the species is not available in this size, a caliper of two and one-half inches (2 1/2"), measured twelve inches (12") from the ground, will be acceptable. Evergreen trees shall be at least eight feet (8') tall when planted. All trees shall have a minimum height of fourteen feet (14') when fully grown. 5. In order to provide adequate pedestrian clearance, trees shall be pruned regularly so that there is at least seven feet (7') of vertical clearance between the lowest branches of the tree and the grade of the adjacent sidewalk or pedestrian walkway. They shall also be pruned to maintain the health, vigor, and natural shape of the tree, and to maintain vehicular clearance and sight lines. 6. All trees shall have an adequately sized planting area. The size of the planting area shall be based on the amount of room needed for tree roots. Root barriers shall be used when trees are planted near pedestrian walkways and sidewalks. 7. Shrubs shall have a minimum five (5) gallon container size.

Yes	No	N/A	Standard Number	City Standards and <i>Staff Comments</i>
				<p>8. An exception to a development specification or design regulation (such as the built to line specification) is allowed if the exception will protect and preserve an established, healthy, and mature tree on the site. In cases where such a tree is protected and preserved, the exception to the development specification or design regulations shall be granted with verification of the city arborist and shall not require approval by the planning and zoning commission or city council. When proposed underground parking prohibits the preservation of mature and healthy trees, an assessment of alternatives shall be made by the planning department, city engineer, city arborist and the applicant. Such an assessment will include consideration of a parking demand plan.</p> <p>9. When a healthy and mature tree is removed from a site, it shall be replaced with a new tree. Replacement trees may occur on or off site.</p> <p>10. All landscaping shall be maintained in a healthy and attractive state and shall be watered, weeded, generally maintained, and replaced (if necessary) by the property owner/property manager.</p> <p>11. Trees that are placed within a courtyard, plaza, or pedestrian walkway shall be placed within tree wells that are covered by tree grates.</p> <p>12. The city arborist shall approve all parking lot trees. Trees that do not drop heavy cones, sap, fruit, and seedlings shall be selected to minimize potential damage to cars in the parking lot.</p> <p>13. All surface parking lots shall be designed with the following landscaping features:</p> <ul style="list-style-type: none"> a. The use of porous or pervious surfaces in the parking lot design. These surfaces reduce the volume and rate of storm water runoff and can add to the visual character of the parking lot. b. Landscaped planters shall be located between public sidewalks and parking lots. Landscaped planters shall be at least five feet (5') wide and shall be planted with a combination of shrubs, trees, and flowering plants. Planter walls shall be limited to a height of twenty four inches (24"). c. Trees may be planted in landscaped planters, tree wells in pedestrian walkways, and/or diamond shaped planter boxes located between parking rows. Diamond shaped planter boxes and tree wells shall be at least five feet (5') square. Tree gates and root guards shall be required for trees planted within pedestrian walkways. d. Ground cover, low lying shrubs, and trees shall be planted within the planters and planter boxes. Tree grates or landscaping may be used in tree wells located within pedestrian walkways.
			<i>Staff Comments</i>	<p><i>The proposed landscaping includes fifteen (15) street trees with grates in the public right-of-way, the locations of which have already been approved by the Subcommittee and the City Engineer. The proposed species are acer platanoides (Norway maple) on Washington Avenue and Main Street, tilia cordata (littleleaf linden) on First Street and tilia americana (American linden) on River Street. In addition, seven (7) on-site trees (quaking aspen and crabapple) are proposed in planters, and a variety of deciduous and evergreen shrubs [totaling over one hundred (100)], as well as vines, grasses and ground covers, are called out on the Landscape Plant Schedule. Deciduous trees are called out at 3 inch caliper, with the exception of two (2) quaking aspen trees at 2.5 inch caliper, and evergreen trees at six (6) to eight (8) feet in height.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.130(F)(I)1 FENCES, WALLS AND GATES	<p>The design of fences and walls shall be compatible with the architecture of the building.</p> <p><i>Staff Comments</i> <i>The proposed fences utilize the same steel and wire mesh as the balcony guardrails. On the River Street side of the pool area, the fence is more solid for privacy purposes and utilizes the same design as the utility enclosure gate and the same wood and steel as used on the building.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.18.130(F)(I)2	<p>Entrance arbors are allowed on fences/walls.</p> <p><i>Staff Comments</i> <i>No entrance arbors are proposed.</i></p>

Yes	No	N/A	Standard Number	City Standards and Staff Comments
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.18.130(F)(I)3	Fences and walls shall have an articulated design. Articulation can be created by having regularly spaced posts, changing the height of the fence/wall, and by using different building materials at the base, posts, or the cap of the fence/wall. Flat walls, chainlink fences, and barbed wire fences are prohibited.
			Staff Comments	<i>The fence design provides regularly spaced posts, some variation in height and stone cladding at the base with lighter steel or steel/wood combination above.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.130(F)(I)4	The maximum fence and wall height is four feet (4') within thirty feet (30') of the front property line and six feet (6') beyond thirty feet (30') of the front property line.
			Staff Comments	<i>The proposed pool fence is a steel mesh design, four (4) feet in height. The proposed guardrail fence is also a steel mesh design, 3'-6" in height, and it sits atop a stone clad base wall. The height of the base wall is not called out. Guardrail Type II, at the River Street side of the pool area, matches the utility gate, is 3'-6" in height and, again, does not call out the height of the stone wall below. In all cases, except at the ADA access ramp, planters and shrubs are proposed at the base of the stone wall. This standard has been met with the condition that the combined height of the guardrail and the stone wall below, located essentially in the same plane, shall not exceed four (4) feet in height within thirty (30) feet of the front property line and shall not exceed six (6) feet in height elsewhere on the property.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.18.130(F)(n)1 PLAZAS, PEDESTRIAN WALKWAYS AND COURTYARDS	All plazas, pedestrian walkways, and courtyards shall be designed with an ornamental surface that is differentiated from the sidewalk and asphalt streets and parking lots. Appropriate types of ornamental paving include: (a) Natural stone. (b) Turf block. (c) Brick. (d) Concrete unit pavers.
			Staff Comments	<i>The landscape plans show differentiated walking surfaces, but the materials have not been called out. Prior to installation of any hardscape, the applicant shall submit the final hardscape materials to the Design Review Subcommittee for review and approval.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.130(F)(n)2	Concrete with special textures, colors, and patterns. At least two (2) sides of a plaza or courtyard shall be defined by building facades with active ground floor uses (such as restaurants, retail stores, cafes, bars, etc.). Edges that are not defined by building facades shall be defined with landscaping features, such as trees, low planters, seating, a pergola with vines, or sculptures.
			Staff Comments	<i>The landscape plans show differentiated walking surfaces, but the materials have not been called out. Active uses face the proposed courtyard, and landscaping is used to define edges of the courtyard space. Prior to installation of any hardscape, the applicant shall submit the final hardscape materials to the Design Review Subcommittee for review and approval.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.130(F)(n)3	All plazas and courtyards shall be designed with pedestrian amenities, such as seating, outdoor dining tables with umbrellas, winter ice rinks, planters, trees, vine covered pergolas, pedestrian scaled lighting, public artwork, outdoor fireplaces, and fountains.
			Staff Comments	<i>The proposed courtyard contains public art, sitting areas, planters, trees and pedestrian scaled lighting.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.130(F)(n)4	Plazas shall be illuminated from dusk to dawn. A combination of overhead lighting and lighted bollards shall be used.
			Staff Comments	<i>The proposed courtyard has adequate, code-compliant exterior lighting.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.130(F)(n)5	Plazas, pedestrian walkways, and courtyards that are paved shall be kept clear of snow and ice to ensure that the space is usable throughout the year.
			Staff Comments	<i>The applicant has indicated that ramps and walkways will be heated.</i>

SIGNAGE: 17.127				
Compliant			Standards and Staff Comments	
Yes	No	N/A	Standard Number	City Standards and <i>Staff Comments</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.127.030(b) MASTER SIGNAGE PLAN FOR NEW CONSTRUCTION	<ol style="list-style-type: none"> Application: A complete master signage plan that may include a building identification sign shall be submitted at the time of design review application for any new construction for all hotels, commercial, industrial, multi-family residential and mixed use projects. A master signage plan shall include, but not be limited to, directional, tenant, advisory, and technical information published and updated from time to time by the city and shall show how the plan is integrated with the architecture of the building. Materials required for design review are more specifically listed in chapter 17.96 of this title. Procedure: The Commission shall consider and decide on the master signage plan together with the application for design review of the building. Individual Tenant Sign Permits Required: Following approval of a master signage plan, separate sign permits shall be required for all new signs prior to installation following the application and procedure contained in subsection C1, "General Sign Permit", of this section.
			<i>Staff Comments</i>	<i>The applicant has submitted a master signage plan. However, issues with the application are enumerated below. A condition has been added that, prior to installation of any signage, the applicant shall resubmit the Master Signage Plan to the Design Review Subcommittee for review and approval.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.127.040(C) SIZE PERMITTED BY USE	<ol style="list-style-type: none"> For all other permitted commercial and mixed uses the total combined area of all signs on each building street frontage shall be based on the building's linear street frontage. Each building street frontage with direct customer access is permitted one square foot of signage for every three feet (3') of linear street frontage, not to exceed a total of sixty (60) square feet. Each street frontage with direct customer access is considered separately. <ol style="list-style-type: none"> Each individual permitted commercial and mixed use is limited to two (2) signs that are parallel to the street frontage with direct customer access and one sign that is perpendicular to the street frontage with direct access.
			<i>Staff Comments</i>	<i>The proposed signage materials are brown/black powder-coated metal, wood to match the building and translucent white acrylic with Limelight Green overlays. The typeface is Future Medium, which is simple and readable. The amount of signage is relatively constrained, with sixty (60) square feet allowed on each façade, but only fifty (50) square feet proposed on Main Street, twenty-seven (27) square feet proposed on First Street and thirty-nine (39) square feet proposed on River Street. The signage includes wall-mounted, window-mounted, suspended and projecting signs, as well as some ground-mounted directional signage. It is likely that the signage meets this standard, but the applicant should verify compliance. Signage that is lit utilizes halo illumination behind a fabricated metal sign. An address marker is proposed on the Main Street façade. The address and directory (non-advertising) signage should not be included in the allowed signage calculations, but the vinyl logo window signage should be included if they are visible from the exterior of the building.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.127.050(A) Awning or Marquee Sign	<ol style="list-style-type: none"> Signs are encouraged to be on the valance or front face of the awning. All awning signage shall be calculated into the total signage allowed per business or service. Lettering for awning and marquee signs shall not exceed a height of eight inches (8"). The height and width of the awning or marquee copy shall be limited to eighty

SIGNAGE: 17.127				
Compliant			Standards and Staff Comments	
Yes	No	N/A	Standard Number	City Standards and <i>Staff Comments</i>
				<p>percent (80%) of the area of that face of the awning or marquee.</p> <p>5. Awnings on any level of a building may only contain signage regarding the business or service located on that level.</p> <p>6. The following techniques may be used to illuminate awning and marquee signs:</p> <ol style="list-style-type: none"> External lighting for awning signs. External lighting or backlighting behind individually mounted letters for marquee signs. Internally illuminated box signs are prohibited on marquees.
			<i>Staff Comments</i>	<i>Two (2) marquee type signs are proposed, one at the main entrance and one above the vehicular entrance off of First Street. The marquee copy is less than eighty percent (80%) of the face of the sign and the signs relate to the hotel lobby located on the same level. The text height of the Main Street entrance appears to be ten (10) inches, while the text height of the First Street sign appears to be less than eight (8) inches. Both signs will be back lit with halo illumination behind a fabricated metal sign.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.127.050(B) Wall Signs	<ol style="list-style-type: none"> Any building facade shall not have a wall sign more than forty percent (40%) of the unbroken facade area. No part of the sign may extend higher than the lowest portion of a flat roof, the top of a parapet wall, the vertical portion of a mansard roof, the eaves line or fascia and rake fascia of a gable, gambrel, or hipped roof. Wall signs may be mounted or painted on the gable wall as long as the top of the sign does not extend above any part of the fascia or above the second floor of the building. In the case a gable element is combined with a flat roof, the wall sign mounted on the gable wall may not extend above the lowest portion of the flat roof or top of the parapet wall.
			<i>Staff Comments</i>	<i>Wall signs consist of the Limelight logo on River Street and the Four Mountain Sports sign on First Street. Neither takes up more than forty percent (40%) of the unbroken façade area and neither extends higher than the roof. The Four Mountain Sports sign is at ground level, but the Limelight logo is located at the fourth floor level.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.127.050(C) Window Signs	<ol style="list-style-type: none"> Window signs shall not occupy more than twenty five percent (25%) of the total area of a single window surface on a window or door. A "single window surface" is defined as an area of glass that is separated by mullions or frames. Window signs on the second story may only contain signage regarding the business or service located on that story. Any sign located inside a building within three feet (3') of an exterior window shall be counted as a window sign. All video displays visible from an exterior window are prohibited per subsection B5b of this section.
			<i>Staff Comments</i>	<i>The window signs consist of two (2) Four Mountain Sports signs on the doors, each 1.5 square feet in size, and seventeen (17) Limelight Hotel signs, each 2.5 square feet in size. These signs have not been included in the total signage calculation.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.127.050(D) Projecting Signs	<ol style="list-style-type: none"> Projecting signs shall not extend more than four feet (4') from the building. Projecting signs that hang from the bottom of or underneath a balcony, colonnade or arcade shall not exceed a width of four feet (4') and shall be centered within the balcony, colonnade or arcade. The lowest point of a projecting sign that hangs over a sidewalk, plaza, or pedestrian walkway shall be at least eight feet (8') above the grade of the sidewalk, plaza, or pedestrian walkway for all new buildings. Existing buildings where eight feet (8') above the grade of the sidewalk is not possible, seven feet (7') may be approved by the city. On multi-story buildings, the top of a projecting sign shall be located below the windows on the second floor of the building.

SIGNAGE: 17.127				
Compliant			Standards and Staff Comments	
Yes	No	N/A	Standard Number	City Standards and Staff Comments
				5. Only one projecting sign shall be allowed per storefront entrance. 6. The maximum profile, or thickness, of a projecting sign shall be six inches (6"). 7. No part of the sign may extend higher than the lowest portion of a flat roof, the top of a parapet wall, the vertical portion of a mansard roof, the eaves line or fascia and rake fascia of a gable, gambrel, or hipped roof. 8. Sign copy may change without additional permitting provided the dimensions remain the same as originally applied for and permitted; and shall not be considered a temporary sign or a "changeable copy sign".
			<i>Staff Comments</i>	<i>The proposed projecting sign is three (3) feet in height and extends about 4'-9" from the building. Height above the sidewalk has not been identified. The sign is located at the ground floor level, is less than six (6) inches thick and does not extend above a roof. The signage is not changeable, and the only one projecting sign is proposed per storefront entrance.</i>

RECOMMENDED CONDITIONS

1. The combined height of the guardrail and the stone wall below, located essentially in the same plane, shall not exceed four (4) feet in height within thirty (30) feet of the front property line and shall not exceed six (6) feet in height elsewhere on the property.
2. The landscape plans show differentiated walking surfaces, but the materials have not been called out. Prior to installation of any hardscape, the applicant shall submit the final hardscape materials to the Design Review Subcommittee for review and approval.
3. Exterior Lighting:
 - Fixture EXT1, when used to illuminate landscaping, may not be directed upwards of horizontal. No uplighting of landscaping is allowed.
 - The light from Fixture EXT1, when used to wash a wall, must be fully captured by the wall.
 - The light from Fixture MX shall be fully contained within the ceiling of the covered outdoor dining area where it is proposed.
4. Prior to installation of any signage, the applicant shall resubmit the Master Signage Plan to the Design Review Subcommittee for review and approval.