



PLANNING AND ZONING COMMISSION AGENDA – Regular Meeting

Monday, January 14, 2019
Ketchum City Hall
480 East Avenue North, Ketchum, ID 83340

1. **4:45 PM – SITE VISIT – Redfish Residential Live-Work Unit #201 CUP, 270 Northwood Way, Unit 201 (Redfish Light Industrial Condo, Unit 201)**
2. **5:05 PM – SITE VISIT – Ketch II, 100 E. 6th St. (Lot 5, Block 35, Ketchum Townsite)**
3. **5:30 PM - CALL TO ORDER: City Hall, 480 East Avenue North, Ketchum, Idaho**
4. **COMMUNICATIONS FROM THE COMMISSION**
5. **ACTION – Election of Chairperson and Vice-Chairperson for 2019.**
6. **PUBLIC COMMENT** - Communications from the public for items not on the agenda.
7. **PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF – ACTION ITEMS**
 - a. **ACTION – Redfish Residential Live-Work Unit #201 Conditional Use Permit:** 270 Northwood Way, Unit 201 (Redfish Light Industrial Condo Unit 201) *Continued from December 10, 2018.* The Commission will consider and take action on an application for a Conditional Use Permit submitted by Mia L Cherp for the proposed conversion of an existing condominium unit to a residential live-work unit in the Redfish Light Industrial building located in the Light Industrial Number 2 (LI-2) Zoning District.
 - b. **ACTION – Ketch II,** 100 E. 6th St. (Lot 5, Block 35, Ketchum Townsite) The Commission will consider and take action on a Pre-Design Review application from Studio 3 Architecture for a three-story mixed-use building consisting of one ground floor retail space and eighteen residential units.
8. **CONSENT CALENDAR—ACTION ITEMS**
 - a. **Minutes:** December 10, 2018
9. **STAFF REPORTS & CITY COUNCIL MEETING UPDATE**

2019 Priority Workshop Discussion
10. **ADJOURNMENT**

Any person needing special accommodations to participate in the meeting should contact the City Clerk's Office as soon as reasonably possible at 726-3841. All times indicated are estimated times, and items may be heard earlier or later than indicated on the agenda.



City of Ketchum
Planning & Building

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
MEETING OF JANUARY 14th, 2019

PROJECT: Redfish Residential Live-Work Unit #201 CUP

FILE NUMBER: P18-138

OWNER: Francesca Keck

APPLICANT: Mia Cherp

REQUEST: Conditional Use Permit (CUP) for the proposed conversion of Unit #201 of the Redfish building in the Light Industrial Number 2 (LI-2) Zoning District to a residential live-work unit.

LOCATION: 270 Northwood Way Unit 201
(Redfish Light Industrial Condominiums Unit 201)

ZONING: Light Industrial Number 2 (LI-2)

OVERLAY: None

NOTICE: Notice was mailed to property owners within a 300 foot radius and posted on the subject property as well as the City of Ketchum website on November 26th, 2018. Notice was published in the Idaho Mountain Express on November 21st, 2018. The public hearing for the subject application was continued from the Planning & Zoning Commission meeting of December 10th, 2018. Public Comment has been included as Attachment F to the Staff Report.

REVIEWER: Abby Rivin, Associate Planner

BACKGROUND

On November 5th, 2018, the applicant, Mia Cherp, submitted a Conditional Use Permit (CUP) application to convert existing Unit #201 in the Redfish Light Industrial Condominiums to a residential live-work unit. The owner of the subject unit, Francesca Keck, has submitted a letter authorizing the subject CUP application, which is included as Attachment C to the Staff Report. The Redfish Light Industrial building is located at 270 Northwood Way in the Light Industrial Number 2 (LI-2) Zoning District.

Multi-family dwellings units within all three light industrial districts require a CUP (KMC §17.12.020) and must comply with the industrial district residential standards (KMC §17.124.090). In 1991, housing options expanded within the light industrial districts through the adoption of Ordinance No. 556, which was intended to promote the construction of housing for long term residents active in the workforce. Staff has included a history of residential use within the light industrial districts as Attachment E. The analysis in the Staff Report focuses on the proposed residential live-work unit. While the analysis concentrates on regulations within Ketchum Municipal Code as currently codified, Staff also considers the CUP request through the lens of the proposed light industrial text amendments (Ordinance No. 1192) as recommended by the Planning & Zoning Commission for approval.



Figure 1. Location Context: 270 Northwood Way

ANALYSIS

The Redfish building contains a total of 10 condominium units with five units on each floor. Of the five condominium units on the second floor, three have existing CUP’s for residential use.

Table 1. Existing Redfish Building Existing Conditional Use Permits

Unit	CUP #	CUP Project Name
202	02-010	Greyhawk Properties LLC
204	03-006	Moberg
205	02-011	Kelly Stevenson

As each of the condominium units have a floor area greater than 1,000 sq ft, which is the maximum permitted for residential units in light industrial districts (KMC §17.124.090), each unit with a residential use must also contain a work component.

While Ketchum Municipal Code currently does not

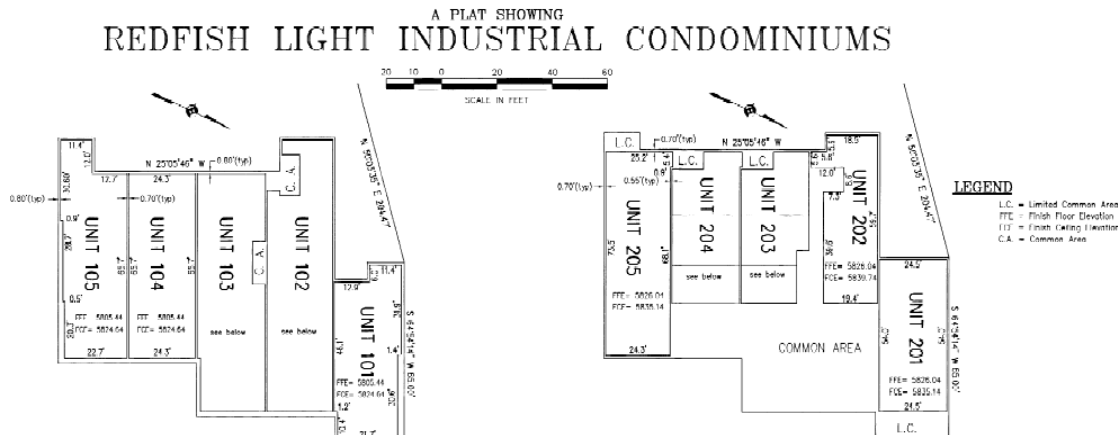


Figure 2. Redfish Light Industrial Condominiums Plat

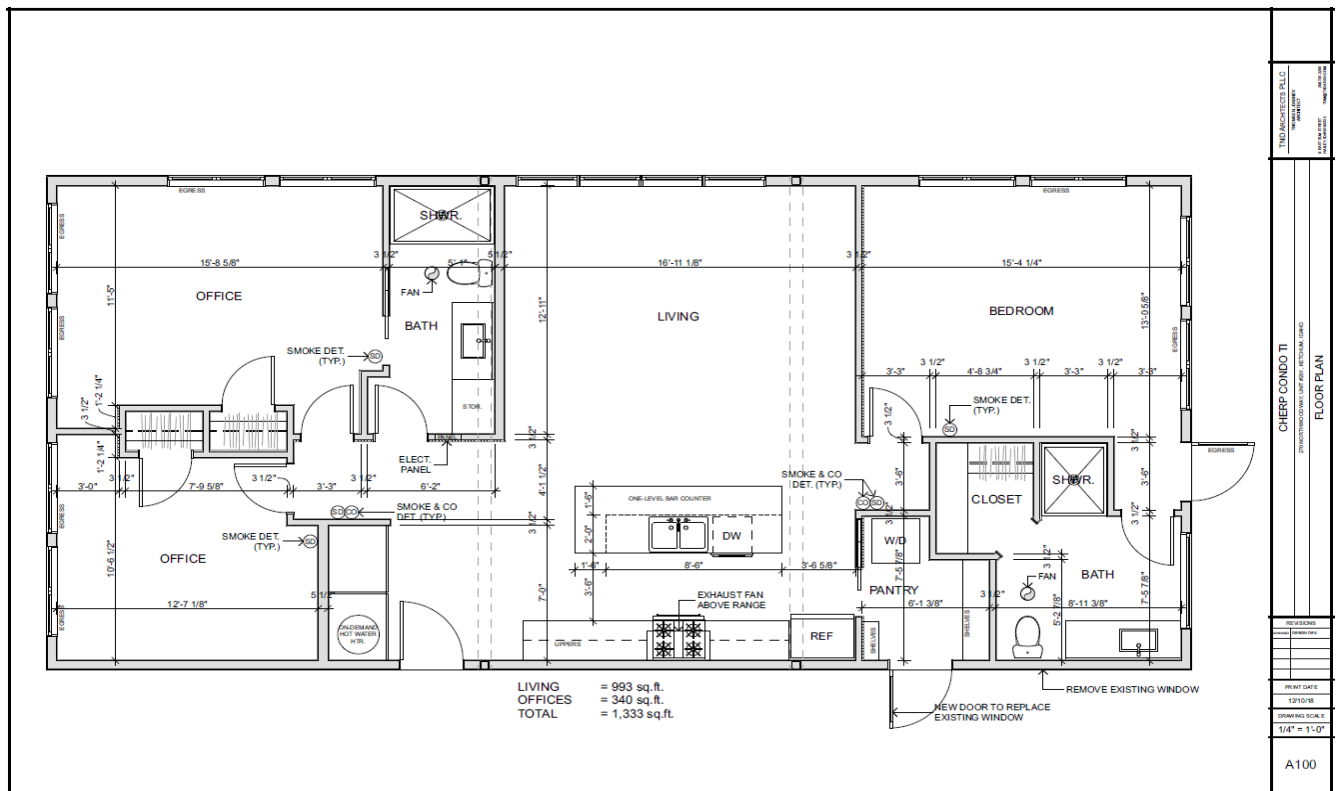
contain a definition or standard for work-live units, with proposed Ordinance No. 1192, the Planning & Zoning Commission recommended adding work-live unit as a conditional use in all light industrial district with the following associated definition:

Work-Live units incorporate residential living space in a non-residential building. Joint live-work units are held in common ownership and cannot be sold or platted as separate condominiums, as document with city-approved restrictive covenant recorded against the property.

The second floor condominiums containing residential uses within the Redfish building are unique as the units must be both (1) secondary and subordinate in nature to the light industrial activities within the entirety of the building and (2) each unit must contain a work component in order not to exceed the 1,000 sq ft maximum residential unit size restriction. With no standard for work-live units currently codified in Ketchum Municipal Code, the Planning & Building Department evaluates CUP requests for the second floor Redfish condominiums based on unit size restrictions for the residential use, a valid LI work component, and applicable building and fire code regulations. The work component within each individual unit may be secondary in nature to the residential use.

Unit #201 has a total floor area of 1,333 sq ft. As indicated on the floor plan (Sheet A100), the applicant has proposed converting 933 sq ft of Unit #201 to a residential dwelling unit with the remainder of the unit, 340 sq ft, designated as "office." The business and residential uses proposed share a main entrance into the unit and the office is separated by walls and accessed from the main entryway.

Figure 3. Proposed Unit #201 Floor Plan



Ketchum Municipal Code (KMC) §17.18.140 establishes the purpose of the Light Industrial District Number 2, which is:

The Light Industrial Number 2 is established to provide for a permanent year round employment base and the location of light manufacturing, wholesale trade and distribution, research and development,

service industries, limited related, bulk retail and offices related to building, maintenance and construction and which generate little traffic from tourists and the general public.

The purpose of the district is reinforced by the District Use Matrix, which defines uses that are permitted, conditionally permitted, and not permitted within the LI-2 district.

On January 2nd, 2019, the applicant submitted a Business License Application, included as Attachment D to the Staff Report, for M&M Investments, a real estate investment business proposed to occupy the office component of Unit #201. This type of professional establishment is considered a **business office** use as defined by KMC §17.08.020.

OFFICE, BUSINESS: An establishment wherein the primary use is the conduct of a business or profession including, but not limited to, accounting, design services, computer software, information systems, engineering, insurance, legal services, management and administration, organization and association offices, psychology, real estate, travel and medical offices.

Business offices are **prohibited** in the LI-2 Zone. The proposed use diverges from the purpose of the LI-2 Zone as the real estate business office does not relate to manufacturing, construction, or other uses that define the character of the light industrial district. While diverse uses may occur within Ketchum’s light industrial district, many LI uses cannot occur elsewhere in the City. Many light industrial uses, such as manufacturing, maintenance service facilities, repair shops, and motor vehicle service, are solely permitted in the light industrial districts. Business offices, such as the real estate establishment proposed by the applicant, are permitted in both subdistricts of the Community Core as well as the LI-3 Zone. Business offices are also permitted with the approval of a CUP in the Tourist Zone.

On January 4th, 2019, the City of Ketchum Building Official issued a Stop Work Order for construction activities at the subject condominium unit. The approval of the subject CUP is required prior to the issuance of a Building Permit for the remodel project to convert a portion of Unit #201 to residential use. A permitted or conditionally permitted light industrial use is required to be defined prior to the issuance of a Business License.

Staff recommends the Planning & Zoning Commission consider the analysis contained in the Staff Report, the applicant’s presentation, and any public comment received, deliberate, and move to either (1) table or move to continue the Conditional Use Permit request until the applicant has identified a permitted light industrial use for the commercial component of the unit or (2) deny the Conditional Use Permit request to convert Unit #201 in the Redfish Light Industrial Building to a residential live-work unit.

Table 2. Comprehensive Plan Analysis

<p>Land Use Category: Mixed-Use Industrial</p> <p>PRIMARY USES <i>Light manufacturing, wholesale, services, automotive, workshops, studios, research, storage, construction supply, distribution and offices make up the bulk of development within this district.</i></p> <p>SECONDARY USES <i>A limited range of residential housing types, and supporting retail are provided for within this category. Uses should generate little traffic from tourists and the general public.</i></p> <p>CHARACTERISTICS AND LOCATION <i>The Mixed-Use Industrial category is intended to provide critical lands for Ketchum’s economic growth and entrepreneurial opportunity within a vibrant business district where people can work and live in the same area.</i></p>
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The residential component of Unit #201 aligns with the secondary uses appropriate for the subject land use category. While the applicant’s business is consistent with encouraging entrepreneurial opportunity, the proposed real estate investment office does not relate to manufacturing, construction, or other uses that define the character of the light industrial district. Staff finds that the proposal is inconsistent with goals and policies that encourage retaining light industrial activities as a primary use in light industrial districts.
Policy E-2(e) Live-Work Opportunities and Home Businesses
<i>Support small home-based businesses that allow people to live and work from their residences and evaluate existing home-occupation, live/work, and related land use standards.</i>
In order to accommodate a residential use, each of the second floor units in the Redfish building must contain a work component in order not to exceed the 1,000 sq ft maximum residential unit size restriction within light industrial districts. The remodel of Unit #201 would accommodate a home business, however the applicant’s proposed work component is prohibited in the LI-2 Zone.
Policy E-2(a) Light Industrial Area as the Primary Location for New Traditional Light Industrial and Corporate Park Business Growth and Jobs
<i>New employment opportunities will focus primarily on clean industries within the City’s industrial areas which are evolving into vibrant, mixed-use business places. Traditional light industrial includes service, warehousing, manufacturing, wholesaling, auto related businesses, rec-tech, biotechnology, and construction.</i>
The real estate investment business does not fall into the categories of traditional light industrial and corporate park business growth that the Comprehensive Plan envisions for the light industrial zones.
Policy H-1.4 Integrated Housing in Business and Mixed-Use Areas
<i>Housing should be integrated into the downtown core and light industrial areas, and close to the ski bases, The resulting mix of land use will help promote a greater diversity of housing opportunities as well as social interactions.</i>
The application is consistent with Policy H-1.4 as the proposed remodel of Unit #201 would integrate a residential unit within the LI-2 Zone.

Table 3: City Department Comments

City Department Comments			
Compliant			City Standards and <i>City Department Comments</i>
Yes	No	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Fire:</p> <p>The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances as contained in Title 15, Buildings and Construction of Ketchum Municipal Code.</p> <p>IF a monitored fire detection system exists or is installed, it shall meet NFPA 72 and be monitored by an approved alarm monitoring station. Smoke detectors shall be installed as follows:</p> <ol style="list-style-type: none"> 1. On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms. 2. In each room used for sleeping purposes. <p>Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building.</p> <p>The appropriate keys, for emergency fire department access, shall be provided and installed in the existing Knox box.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building:

			The remodel of the condominium unit must meet 2012 International Building Code and Title 15 of Ketchum Municipal Code. The applicant shall submit a Building Permit for the interior remodel.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Planning and Zoning: Comments are denoted throughout the Staff Report.

Table 4: Standards for Residential, Light Industrial Districts

IMPROVEMENTS AND STANDARDS: 17.124.090 – RESIDENTIAL, LIGHT INDUSTRIAL DISTRICTS:													
Residential units in the light industrial districts shall comply with the following minimum criteria:													
Yes	No	N/A	City Code										
			City Standards and Staff Comments										
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.124.090 A (1)										
			Dwelling units shall not occupy the ground floor.										
			<i>Staff Comments</i> The proposed dwelling unit is located on the second floor of the structure.										
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.124.090 A (2)										
			Design review under chapter 17.96 of this title shall be required whether new building, addition to existing building or remodel of existing building.										
			<i>Staff Comments</i> N/A as the remodel does not alter the exterior of the Redfish building (KMC §17.96.010.A). The applicant will be required to submit a Building Permit application for the interior remodel.										
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.124.090 A (3)										
			Up to fifty percent (50%) of any light industrial building may be devoted to dwelling units, unless otherwise specified in the section.										
			<i>Staff Comments</i> Including the residential unit proposed, four (4) residential units exist in the building.										
			<table border="1"> <thead> <tr> <th>Unit</th> <th>Residential Floor Area (sq ft)</th> </tr> </thead> <tbody> <tr> <td>202</td> <td>1,000</td> </tr> <tr> <td>204</td> <td>973</td> </tr> <tr> <td>205</td> <td>995</td> </tr> <tr> <td>201</td> <td>993</td> </tr> </tbody> </table>	Unit	Residential Floor Area (sq ft)	202	1,000	204	973	205	995	201	993
Unit	Residential Floor Area (sq ft)												
202	1,000												
204	973												
205	995												
201	993												
			<i>The total square footage of the Redfish building is 16,591 sq ft. If this application is approved, 24% of the building will be devoted to residential use.</i>										
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.124.090 A (4)										
			Dwelling units shall not be separated in any manner for sale as individual units.										
			<i>Staff Comments</i> The dwelling unit shall not be separated in any manner for sale as an individual unit. Sheet 100A indicates that the applicant will reside in 993 sq ft of the unit with 340 sq ft of the unit reserved for the real estate investment business.										
			<i>If the Planning & Zoning Commission approves the subject CUP, Staff recommends adding this requirement as a condition of approval for the project.</i>										
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.124.090 A (5)										
			Dwelling units shall be a minimum of four hundred (400) square feet and shall not exceed one thousand (1,000) square feet total and shall contain not more than two (2) bedrooms, unless otherwise specified in this section.										
			<i>Staff Comments</i> The total floor area of the unit is 1,333 sq ft. The residential portion of the unit is proposed to be 993 sq ft and will contain one (1) bedroom.										
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.124.090 A (6)										
			The applicant is aware the mixed use of the property can result in conflict, that the light industrial use may on occasion or in certain respects be incompatible with the quiet enjoyment of the dwelling units, that due to the subordinate and junior nature of the residential use to the light industrial use, the city will not condition, limit, restrict or otherwise interfere with any lawful light industrial use solely because it interferes with a residential use.										
			<i>Staff Comments</i> The applicant is aware of that the mixed use of the property may result in conflict, that the light industrial uses present in the neighborhood may be incompatible with the quiet enjoyment of the dwelling units, and that the city will not condition,										

				<p><i>limit, restrict, or otherwise interfere with any lawful light industrial use solely because it interferes with a residential use.</i></p> <p><i>If the Planning & Zoning Commission approves the subject CUP, Staff recommends adding this language as a condition of approval for the project.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.124.090 A (7)	<p>All persons who rent or sublet any residential living unit within the light industrial zones shall provide the tenant, lessee or subtenant with written notice that such unit is located within the light industrial zone and, as such, is junior and, therefore, subordinate in nature to all legal light industrial activities.</p> <p>Staff Comments <i>All persons who rent or sublet any residential living unit will notify the tenant, lessee, or subtenant with written notice that the unit is located within the light industrial zone, and is therefore subordinate in nature to all legal light industrial activities.</i></p> <p><i>If the Planning & Zoning Commission approves the subject CUP, Staff recommends adding this language as a condition of approval for the project.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.124.090 A (8)	<p>Each and every real estate agent, sales person and broker and each and every private party who offers for rent or shows a parcel of real property and/or structure for lease or rent within such light industrial zones shall, upon first inquiry, provide the prospective lessee or tenant, prior to viewing such real property, with written notice that such real property and/or structure is located within such light industrial zone</p> <p>Staff Comments <i>The applicant is aware of this requirement. All real estate agents, sales persons, brokers, and/or each private party who offers for rent or shows the proposed dwelling unit within building, shall, upon first inquiry, provide the prospective lessee or tenant, prior to viewing such real property, with written notice that the building is located within such light industrial zone.</i></p> <p><i>If the Planning & Zoning Commission approves the subject CUP, Staff recommends adding this language as a condition of approval for the project.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.124.090 A (9)	<p>All brochures and other printed materials advertising rental or lease of a living unit within the light industrial zones shall contain a provision designating that such unit or units are located within the light industrial zone and are within a mixed use area. Lessees and tenants shall be notified that the residential uses within the light industrial zone are subordinate and, therefore, junior in nature to the legal light industrial activities within the zone.</p> <p>Staff Comments <i>The applicant will meet this requirement. All brochures and other printed materials advertising rental or lease of the residential unit within the LI-2 Zone shall contain a provision designating that such unit is located within the light industrial district and is within a mixed-use area. Lessees and tenants shall be notified that the residential uses within the light industrial zone are subordinate and, therefore, junior in nature to the legal light industrial activities within the zone.</i></p> <p><i>If the Planning & Zoning Commission approves the subject CUP, Staff recommends adding this language as a condition of approval for the project.</i></p>

Table 5: Conditional Use Permit Requirements

Conditional Use Requirements				
EVALUATION STANDARDS: 17.116.030 and § 67-6512 of Idaho Code				
A conditional use permit shall be granted by the commission only if the applicant demonstrates the following:				
Compliance and Analysis				
Yes	No	N/A	City Code	City Standards and Staff Comments
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.116.030(A)	The characteristics of the conditional use will not be unreasonably incompatible with the types of uses permitted in the applicable zoning district.

			Staff Comments	<p>The Light Industrial Number Two (LI-2) District allows for a variety of permitted and conditionally permitted uses ranging from manufacturing to personal service to wholesaling to automotive uses.</p> <p>Multi-family dwelling units are permitted only with the approval of a conditional use permit in the LI-1, LI-2 and LI-3 and must comply with development standards for residential units in light industrial districts as contained in KMC §17.124.090. A maximum of fifty percent (50%) of any light industrial building may be devoted to dwelling units. With the addition of residential use proposed for the subject unit, 24% of the Redfish building will be devoted to dwelling units.</p> <p>The business and residential uses proposed share a main entrance into the unit and the office is separated by walls and accessed off of the main hallway. The entirety of Unit 201 is located on the second-floor of the Redfish building separated from the first-floor LI uses below.</p> <p>While the proposed residential component is compliant with all standards for residential units within light industrial districts (See Table 4 for Staff Comment and Analysis), the proposed real estate office is prohibited in the LI-2 Zone. Per KMC §17.18.150, the purpose of the LI-2 Zone is to, “provide for a permanent year round employment base and the location of light manufacturing, wholesale trade and distribution, research and development, service industries, limited related, bulk retail and offices related to building, maintenance and construction and which generate little traffic from tourists and the general public.” Many permitted light industrial uses, such as manufacturing, maintenance service facilities, repair shops, and motor vehicle service, may not occur elsewhere within the City of Ketchum. Business offices, such as the one proposed by the applicant, are permitted in both subdistricts of the Community Core as well as the LI-3 Zone. Business offices are permitted with the approval of CUP in the Tourist Zone.</p>												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.116.030(B)	The conditional use will not materially endanger the health, safety and welfare of the community.												
			Staff Comments	The residential unit proposed within the mixed-use building is consistent with other multi-family dwelling units permitted through the approval of a CUP existing within the Redfish building. While the mixed use of the property may result in conflict, the proposed residential use will not materially endanger the health, safety, and welfare of the community.												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.116.030(C)	The conditional use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood.												
			Staff Comments	<p>The pedestrian and vehicular traffic associated with the residential use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood. The conversion of the Unit 201 to a residential live-work unit will not significantly increase the amount of pedestrian and/or vehicular traffic associated with the existing use.</p> <table border="1"> <thead> <tr> <th>Use</th> <th>Square Footage/# of Bedrooms</th> <th>Parking Spaces Required</th> </tr> </thead> <tbody> <tr> <td>Dwelling Unit</td> <td>1 bedroom</td> <td>1 parking space</td> </tr> <tr> <td>Business Office*</td> <td>340 sq ft</td> <td>0</td> </tr> <tr> <td>Total</td> <td></td> <td>1 parking space</td> </tr> </tbody> </table> <p>Business Offices are not permitted in the LI-2 Zone. For the purposes of the parking analysis, Staff categorized the business office as “all other permitted uses” requiring 1 space per 1,000 gross square feet. Per KMC §17.125.040, when measurements of required spaces result in fractions, any fraction of 0.49 or less shall be disregarded. According to data contained in existing CUP files, a total of</p>	Use	Square Footage/# of Bedrooms	Parking Spaces Required	Dwelling Unit	1 bedroom	1 parking space	Business Office*	340 sq ft	0	Total		1 parking space
Use	Square Footage/# of Bedrooms	Parking Spaces Required														
Dwelling Unit	1 bedroom	1 parking space														
Business Office*	340 sq ft	0														
Total		1 parking space														

				<p>forty (40) parking spaces exist on the site to serve the various uses in the building. The directory for the Redfish Building indicates that Unit #201 was previously VitalLiving Ayurveda Alternative Medicine Practitioner. This health and fitness facility use is conditionally permitted in the LI-2 Zone and would have required 1 space per 250 sq ft. The previous use would have required 5 parking spaces. The proposed uses associated with the residential live-work unit would require four (4) less parking spaces than the existing use.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.116.030(D)	<p>The conditional use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area or conditions can be established to mitigate adverse impacts.</p>
			Staff Comments	<p>The residential use will be supported by adequate public facilities and services and will not adversely affect public services to the surrounding area. See Table 2 for comment from Fire and Building Departments.</p>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.116.030(E)	<p>The conditional use is not in conflict with the policies of the Comprehensive Plan or the basic purposes of this section.</p>
			Staff Comments	<p>See Table 2 for the Comprehensive Plan Analysis.</p> <p>While the proposed residential component is compliant with all standards for residential units with light industrial districts (See Table 4 for Staff Comment and Analysis), the proposed real estate office is prohibited in the LI-2 Zone. Per KMC §17.18.150, the purposed of the LI-2 Zone is to, “provide for a permanent year round employment base and the location of light manufacturing, wholesale trade and distribution, research and development, service industries, limited related, bulk retail and offices related to building, maintenance and construction and which generate little traffic from tourists and the general public.” Many permitted light industrial uses, such as manufacturing, maintenance service facilities, repair shops, and motor vehicle service, may not occur elsewhere within the City of Ketchum. Business offices, such as the one proposed by the applicant, are permitted in both subdistricts of the Community Core as well as the LI-3 Zone. Business offices are permitted with the approval of CUP in the Tourist Zone.</p>

The Planning and Zoning Commission may attach additional conditions to the application approval as it determines necessary in order to ensure the residential use is compatible with the vicinity and adjoining uses, mitigate adverse impacts, and enhance public health, safety, and welfare. Such conditions may include, but are not limited to (KMC §17.116.050):

- A. Minimizing adverse impact on other development;
- B. Controlling the sequence and timing of development;
- C. Controlling the duration of development;
- D. Assuring that development is maintained properly;
- E. Designating the exact location and nature of development;
- F. Requiring the provision for on site or off site public facilities or services;
- G. Requiring more restrictive standards than those generally required in an ordinance; and
- H. Requiring mitigation of effects of the proposed development upon service delivery by any political subdivision, including school districts, providing services within the city.

Additionally, KMC §17.124.090 pertaining to residential standards in light industrial districts states that the following conditions may be attached to the Conditional Use Permit:

- A. Access to the apartments relative to design and relationship to light industrial uses;
- B. Location of residential and light industrial parking on the site;
- C. Restrictions on exterior storage of personal property of tenants;
- D. Certificate of Occupancy required prior to occupancy of units;

- E. Ketchum Fire Department and Ketchum Building Department requirements shall be met prior to occupancy;
- F. Permit shall be reviewed when light industrial occupancies within the building change;
- G. Snow removal required to ensure utility of residential spaces;
- H. Such proof of long term occupancy as deemed appropriate;
- I. Any portion or all waived fees become due and payable upon conversion of resident housing unit(s) to light industrial uses; and/or
- J. Any other condition deemed to enhance the purposes under this use, or to establish or promote the criteria referenced in subsections A1 through A9 of this section.

STAFF RECOMMENDATION

Staff recommends the Planning & Zoning Commission consider the analysis contained in the Staff Report, the applicant's presentation, and any public comment received, deliberate, and move to either (1) table or move to continue the Conditional Use Permit request until the applicant has identified a permitted light industrial use for the commercial component of Unit #201 or (2) deny the Conditional Use Permit request for a residential live-work unit in the Redfish Light Industrial Building finding the application does not meet the standards for approval contained in Chapter 17.116 of Ketchum Municipal Code.

COMMISSION OPTIONS

- Table or move to continue the Conditional Use Permit request until the applicant has identified a permitted light industrial use for the commercial component of Unit #201.
- Deny the Conditional Use Permit request for a residential live-work unit in the Redfish Light Industrial Building finding the application does not meet the standards for approval contained in Chapter 17.116 of Ketchum Municipal Code.
- Move to approve the application for a Conditional Use Permit application for a residential live-work unit in the LI-2 Zone, finding the application meets the standards for approval contained in Chapter 17.116 of Ketchum Municipal Code and cite findings supporting approval.
- Direct Staff to return with further research and move to continue the application to a date certain.

ATTACHMENTS

- A. Application
- B. Unit #201 Floor Plan (Sheet A100)
- C. Property Owner Authorization Letter
- D. Business License Application
- E. History of Residential Use in the Light Industrial Districts
- F. Public Comment

Attachment A.

Application



City of Ketchum
Planning & Building

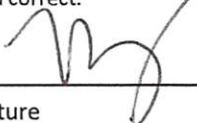
OFFICIAL USE ONLY
P18-138
11-5-18
\$1100 ⁰⁰
mp

Conditional Use Permit Application

Submit completed application and payment to the Planning and Building Department, PO Box 2315, Ketchum, ID 83340 or hand deliver to Ketchum City Hall, 480 East Ave. N., Ketchum. If you have questions, please contact the Planning and Building Department at (208) 726-7801. To view the Development Standards, visit the City website at: [www.ketchumid.com](#) and click on Municipal Code.

Cherp Condo@		OWNER INFORMATION	
Project Name: REDFISH CONDO			
Name of Owner of Record: MIA L. CHERP			
Physical Address: 270 Northwood Way #201			
Property Legal Description: Redfish Light Industrial Condo Unit #201			
Property Zoning District: L1-2			
Contact Phone: 720 8113		Contact Email: mia.lyonpearl@gmail.com	
PROJECT INFORMATION			
Description of Proposed Conditional Use: Residential use			
Description of Proposed and Existing Exterior Lighting: RPK 088400 00201			
ADDITIONAL COMMENTS			
ACCOMPANYING SUPPORTING INFORMATION REQUIRED			
<ul style="list-style-type: none"> • Existing Site Plan • Proposed Site Plan • Landscape Plan • Grading and Drainage Plan • Exterior Lighting Plan and Specifications • Other plans and studies related to the social, economic, fiscal, environmental, traffic, and other effects of the proposed conditional use, as required by the Administrator 			

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, city officials, agents and employees from and for any and all losses, claims, actions, judgments for damages, or injury to persons or property, and losses and expenses caused or incurred by Applicant, its servants, agents, employees, guests and business invitees and not caused by or arising out of the tortuous conduct of city or its officials, agents or employees. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.


No 15, 2018
 Applicant Signature Date

Attachment B.
Unit #201 Floor Plan
(Sheet A100)

Attachment C.
Property Owner
Authorization Letter

Francesca Keck

1053 Villa Grove Drive, Pacific Palisades CA 90272

TeL: 310 459-0734 Fax: 310 459-0840 Cell: 310 433-5416

fdkvilla@gmail.com

December 4, 2018

To Whom It May Concern:

This letter authorizes Mia L. Cherp to negotiate and oversee all Tenant renovations and services pertaining to my property Unit 201 a mixed use unit in Redfish Light Industrial Building at 270 Northwood Way, Ketchum, Idaho 83340.

Any questions please feel free to contact me.

Thank you,

Sincerely,

A handwritten signature in cursive script that reads "Francesca Keck". The signature is written in dark ink and has a slight flourish at the end.

Francesca Keck

Attachment D.
Business License Application



City of Ketchum

Business License Application

Submit completed application and \$50 fee to the City Clerk Office, PO Box 2315, 480 East Ave., N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

BUSINESS CONTACT INFORMATION	
Name of Business:	
Doing Business As:	
Business Physical Address:	
Business Mailing Address:	
Business Phone:	Business Fax:
Business Email:	Business Website:
PROPERTY OWNER INFORMATION	
Name:	
Mailing Address:	
Phone:	Emergency Number:
Zone: <small>*LI District provide copy of a valid Certificate of Occupancy</small>	Business operated from your residence: Yes <input type="checkbox"/> No <input type="checkbox"/>
BUSINESS OWNER INFORMATION	
Name:	
Street Address:	
Mailing Address:	
Phone:	Emergency Number:
State ID:	Federal ID:
BUSINESS MANAGER INFORMATION	
Name:	
Mailing Address:	
Phone:	Emergency Number:
BUSINESS INFORMATION	
Previous business name and type of use at this location:	
Describe current business operation and type of use:	
Date business established:	
Proposed opening date:	
Hours of operation:	
Is this Business a: Daycare <input type="checkbox"/> Non-Profit <input type="checkbox"/>	
If this Business is a daycare, <i>attach copy of daycare license.</i>	

Number of employees: Full Time _____ Part Time _____	
Number of square feet: Retail _____ Wholesale _____ Office _____ Warehouse _____ Research & Development _____ Manufacturer _____ Other _____	
Number of on-site parking spaces: Required _____ Provided _____ <i>submit site plan showing parking spaces.</i>	
If this business is a restaurant, <i>attach copy of Idaho South Central Health District inspection report.</i>	
Number of seats:	Do you have a grease trap: Yes <input type="checkbox"/> No <input type="checkbox"/>
Will you be using or storing grease, oils, chemicals or significant quantities of solvents in your business: Yes <input type="checkbox"/> No <input type="checkbox"/>	
FIRE DEPARTMENT INFORMATION	
Does the building have a: (check the box)	
<input type="checkbox"/> Fire Sprinkler System	<input type="checkbox"/> Fire Alarm System
<input type="checkbox"/> Fire Extinguisher with a minimum 2A:40 B:C rating	<input type="checkbox"/> Knox Box
Has any of the above fire equipment had an annual inspection? If yes, on what date?	
The following fire codes must be met:	
<ul style="list-style-type: none"> • All electrical circuit breakers labeled as to what electrical equipment each breaker controls. • Exit doors and corridors kept free and clear of obstruction or locking devices that require special keys, tools or knowledge to operate during business hours. • Required fire alarm systems must be monitored using two phone lines or other acceptable means. 	
ADDITIONAL INFORMATION	
Will you be manufacturing a product that will have shavings, liquid or solid residues, or require a cooling bath or batch cleaning as part of the process? Yes <input type="checkbox"/> (explain) No <input type="checkbox"/>	
Do you intend to remodel or alter the space in any manner? Yes <input type="checkbox"/> (explain) No <input type="checkbox"/>	
Will you be adding or changing an existing sign for this business? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Will outdoor areas of your business premises or sidewalks in front of your business be used for sales, displays, vending stands, tables, seating or storage? Yes <input type="checkbox"/> (explain) No <input type="checkbox"/>	

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.



Applicant Signature

Date

Cell Phone

Email

OFFICIAL USE ONLY		
Date Received:	Fee Paid:	By:
Approved/Denied Date (circle one):	By:	
Account No.:	Sales Tax No.:	
Legal Description:		
Parcel No:	Zone:	
NAICS Code:	Business Activity:	

Attachment E.
History of Residential Use in the
Light Industrial Districts

ZONING CODE HISTORY OF KETCHUM'S LIGHT INDUSTRIAL ZONING DISTRICTS

1974 – Ord. 208

Ketchum's first zoning ordinance

- Created the Light Industrial zone (single district)
- No mention of housing as a use

1976 – Ord. 231

- Allowed housing for security personnel through a Conditional Use Permit

1984 – Ord. 389

- Separated the Light Industrial zone into the three zones still in place today: Light Industrial-1, 2, and 3
- Added the limitation that housing for security personnel could not exceed 600 square feet

1984 – Ord. 390

- Required a Light Industrial Business Permit for all businesses located in a light industrial zone

1991 – Ord. 556

This ordinance cited two studies about the need for affordable housing in Ketchum as rational and justification for expanding the scope of housing in all three Light Industrial zones. The intent was to allow housing for long term residents active in the workforce to be constructed in the LI zones. The regulations adopted in this 1991 ordinance are mainstays that have largely been in place ever since. Regulatory highlights of Ord. 556 include:

- Expanded residential uses allowed in through CUP beyond housing for security personnel
- No dwellings permitted on the first floor
- Up to 50% of building may be devoted to dwelling units
- Units shall be 400-800 square feet
- Units shall not have more than 2 bedrooms
- 1 parking space per bedroom required on site
- Units must either be owner occupied or used for long term occupancy (90 days+)
- Dwellings shall not be separated for sale
- CUPs to be recorded with County
- Residential uses shall be subordinate to other permitted Light Industrial uses

1999 – Ord 801

- Increased permitted square footage of residential units to 1000 sf

2005 – Ord. 954

With this ordinance housing regulations for the Light Industrial – 3 district diverged from the regulations for LI-1 and LI-2. This ordinance facilitated development of the Scott building.

- Differentiated between deed restricted units and units for owner occupation
- Conditional Use Permit still required
- Allowed up to 66% of a building to be housing provided all other standards were met
- The area designated as non-residential use shall be a minimum of 24% of the total floor area; this floor area can't include areas for personal storage for dwelling occupants
- 1/3 of the total housing square footage shall be deed restricted Community Housing units
- Dwellings up to 1400 sq ft permitted
- Three-bedroom units permitted
- No dwelling units on the ground floor

2016 – Ord 1150

This ordinance was the result of a zoning code text amendment initiated by the Community School.

- Added “School Residential Campus” as a use
- Added provision for dormitory rooms
- Added provision allowing dwelling units for school employees to be located on the ground floor

Attachment F.
Public Comment

MICHAEL C. MEAD
P.O. Box 4623
Ketchum, ID 83340
TEL: 415-933-0126 (c)
Email: 1mcmead@gmail.com

FAX TRANSMISSION COVER SHEET

TO: Ketchum Planning & Zoning DATE: 04 DEC 2018
FIRM: City of Ketchum FAX #: 208-726-7812
PAGES: 1, including cover sheet.
SUBJECT: Conditional Use Permit 270 Northwood Way, #201

MESSAGE:

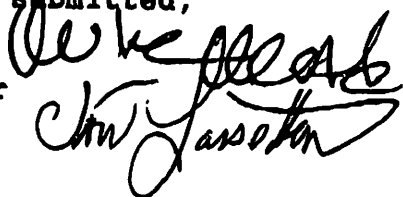
Gentlemen:

As owners of Redfish Building work spaces #202 and #203, we are writing to register our opinion. The building is for both light industrial and live work applications. And, it has not been used as a residential building nor has it been used solely for residential purposes for obvious reasons. It is our sense that allowing a space in such a structure would be at cross purposes for the zone's intended use. Indeed, having a residential only space would make for difficulties with the other spaces because of complaints between the occupants expecting residential type accommodations but having light industrial noise, traffic and disruptions destroying "quiet enjoyment". Our current understanding is that live-work spaces are allowed under certain circumstances including location and size of the space. Radically altering the Live/Work zoning requirements to suit one owner at the potential expense of the other owners would seem to be both arbitrary and capricious.

We, therefore, are petitioning the Planning and Zoning to disallow the use of this space for residential use only and any Conditional permit should require an allowable working use.

Respectfully submitted,

Mike Mead
Jan Lassetter



IMPORTANT

If you do not receive all pages or if the transmission is faulty please call Mike Mead at 415-933-0126.

MICHAEL C. MEAD
P.O. Box 4623
Ketchum, ID 83340
TEL: 415-933-0126 (c)
Email: 1mcmead@gmail.com

FAX TRANSMISSION COVER SHEET

TO: Ketchum Planning & Zoning DATE: 05 DEC 2018
FIRM: City of Ketchum FAX #: 208-726-7812
PAGES: 1, including cover sheet.
SUBJECT: Conditional Use Permit 270 Northwood Way, #201

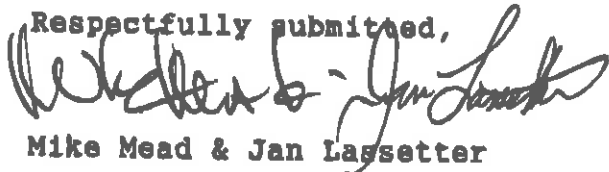
MESSAGE:

Gentlemen:

Presently we are not in town and our mail has been forwarded to us. We have had some more time to consider the subject and the potential ramifications of any actions which may result during the course of the forthcoming hearing.

It is troubling for Jan and me that the space, #201, is being built-out as a purely residential unit space with three (3) bed rooms and two (2) baths. Of course, that does not have the appearance of a configuration which might lead to a live/work space. Rather, it has the feel of a space designed for another usage. It is our understanding the unit was purchased solely for residential usage which would be a mistaken application. We are not familiar with any representations made by the developing owner but failing to provide a work space to conform with existing zoning is a problem. It would be troubling if later the owner/developer were to select a conforming business type which in spirit does conform with no intention to use unit #201 as claimed, in a clear attempt to game the system. It is our understanding the owner intends to use #201 for the use of grand children's accommodations and friends while they are in town. Such a use which seems incompatible with the other comparable units in the Redfish Building would seem to be an invitation for future problems in the building, and the zoning process considered a fatuous exercise and arbitrary restriction.

Respectfully submitted,


Mike Mead & Jan Lassetter

IMPORTANT

If you do not receive all pages or if the transmission is faulty please call Mike Mead at 415-933-0126.

MICHAEL C. MEAD
P.O. Box 4623
Ketchum, ID 83340
TEL: 415-933-0126 (c)
Email: 1mcmead@gmail.com

FAX TRANSMISSION COVER SHEET

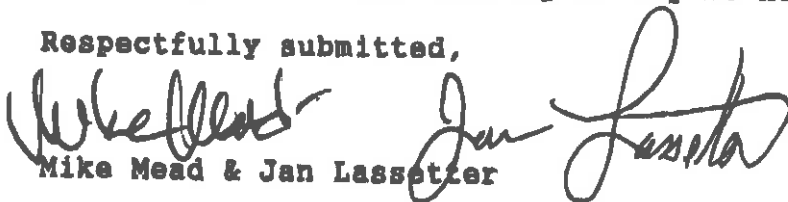
TO: Ketchum Planning & Zoning DATE: 06 DEC 2018
FIRM: City of Ketchum FAX #: 208-726-7812
PAGES: 1, including cover sheet.
SUBJECT: Conditional Use Permit 270 Northwood Way, #201 - Hearing

MESSAGE:

Gentlemen:

Mrs. Mead and I are still out of town. To the extent it is necessary we are requesting Ms Diane Moberg represent our interests and to speak at this hearing as may be necessary.

Respectfully submitted,


Mike Mead & Jan Lassetter

IMPORTANT

If you do not receive all pages or if the transmission is faulty please call Mike Mead at 415-933-0126.



City of Ketchum
Planning & Building

January 14, 2019

Planning and Zoning Commission
City of Ketchum
Ketchum, Idaho

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
REGULAR MEETING OF JANUARY 14, 2019

PROJECT: Ketch 2 Pre-Application Design Review

FILE NUMBER: #18-162

OWNERS: Mark R. Madden Revocable Trust, Mark R. Madden Trustee

REPRESENTATIVE: Gene Bolante, Studio 3 Architecture

REQUEST: Pre-application Design Review of a two-story residential building containing 20 apartments

LOCATION: 100 E. 6th Street (Lot 5, Block 35, Ketchum Townsite)

NOTICE: Notice is not required for Pre-Application Design Review.

ZONING: Community Core (CC) & Sub-District 2, Mixed Use

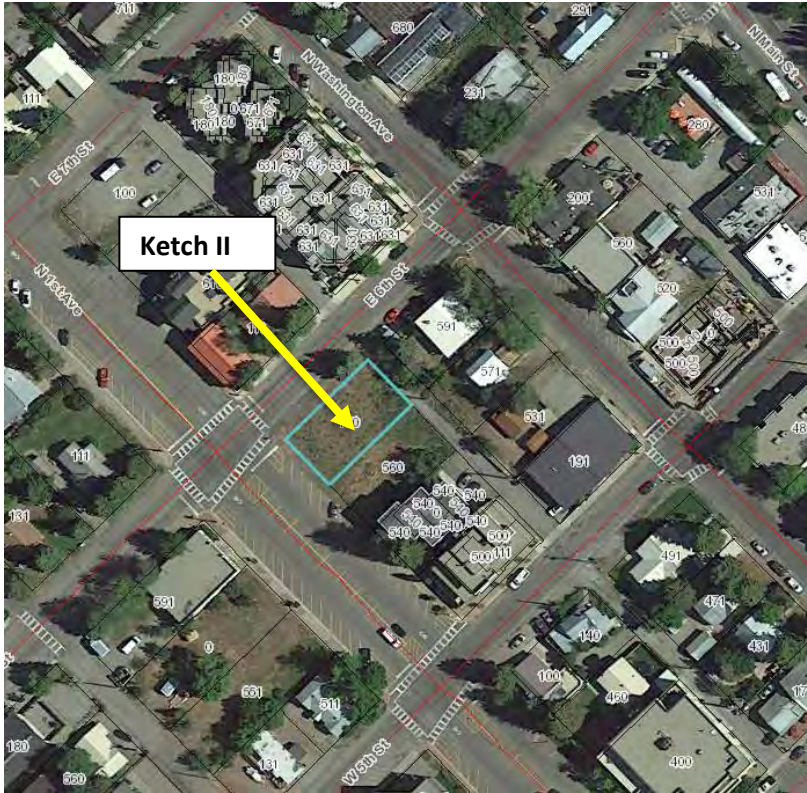
REVIEWER: Brittany Skelton, Senior Planner

ATTACHMENTS: A. Plans
B. Fire Department comments

BACKGROUND

Mark Madden of Portland, OR WDC Properties, represented by Gene Bolante, AIA, of Salem, OR Studio 3 Architecture, has submitted a Pre-Application Design Review application for Ketch 2, a new three-story, mixed-use building proposed to contain 18 residential apartments, one (1) ground-floor retail storefront space, a ground-floor interior space dedicated to trash and recycling collection and a ground-floor room with storage lockers for use by residents of the building. Residential apartments will be located on all three levels of the building.

The subject property is located at 100 E. 6th Street, the southeast corner of E. 6th Street and N. 1st Avenue. The applicant also owns the adjacent property, 560 N. 1st Avenue, and in 2018 received Design Review for the Ketch I development, a two-story, 18-unit apartment building. The building permit for Ketch I is currently under review. The applicant intends to begin construction on Ketch I and Ketch II in 2019.



The program for Ketch 2 includes nine (9) 2-bedroom apartments, six (6) 1-bedroom apartments, three (3) studio apartments and one retail storefront. The apartments range in size from 422 sf (studio apartment) to 648 sf (2-bedroom apartment). The Community Core zone permits a Floor Area Ratio (FAR) of 1.0 by right, and up to a FAR of 2.25 if Community Housing regulations are met. The proposed development has a FAR of 2.23. As with the Ketch I development, the applicant proposes to designate several apartments for deed restricted community housing in order to receive the density bonus.

The design of the building is the most complete element of the proposal to date and the applicant has requested Pre-Application Design Review in order to engage in a discussion with the Commission focused on the design of the building. The majority of other required improvements, such as right-of-way improvements (including but not limited to sidewalks, alley way, street trees) and site improvements such as landscaping and drainage are not yet defined. However, the applicant is aware of these requirements; such improvement plans have been submitted for the adjacent Ketch I development.

In accordance with 17.96.040.C.4. the Administrator has waived the requirement for plans indicating right-of-way, landscaping, and drainage for this Pre-Application Design Review meeting in order to focus on the design of the building so that the applicant can continue to refine the building design and work toward Design Review and a building permit. Because the applicant recently went through the city's Design Review process for the Ketch 1 project, the applicant is aware that such plans are required for the full Design Review submittal and for building permit approval.

Consistent with the purpose of Pre-Application Design Review, which is to exchange ideas and give direction to the applicant on the "design concept", feedback on all Design Review criteria is welcome.

OUTSTANDING ACTION ITEMS

Plans addressing the following will be required with a Design Review application:

- Snow storage
- Drainage
- Right-of-way improvements
 - Alley improvements
 - Sidewalk
 - Street trees
 - Public amenities
- Utilities
- Alley setback compliance with the zoning code

Additionally, prior to issuing a Building Permit an Exceedance Agreement addressing square footage above a 1.0 Floor Area Ratio is required.

COMPREHENSIVE PLAN CONSIDERATIONS:

Goal H-1: Ketchum will increase its supply of homes, including rental and special-needs housing for low-, moderate and median-income households.

- The proposal will bring 18 new long-term rental apartments to the market.

Goal H-3: Ketchum will have a mix of housing types and styles.

- The housing stock in Ketchum predominately consists of single family homes, attached and detached townhomes, large scale condominium developments, and condominiums within mixed use buildings. Apartment developments have been relatively rare in the past decade and this proposal increases the mix of housing types and styles.

Policy H-3.1 Mixture of Housing Types in New Development

- The proposal contains a mix of studio, one, and two-bedroom units.

Policy H-3.3 Housing Designs and Floor Plans for an Aging and Special Needs Population

- All units on the first floor open directly to an internal sidewalk at grade. Sidewalks will be required to be graded for ADA accessibility. The first-floor units could be suitable for an aging population who desire to downsize living space and live in the Community Core for better access to service and amenities without use of a car.

Goal M-1: Promote land use patterns, densities and mobility planning that maximizes investments and promotes safe and efficient mobility

Goal LU-3: Create land use patterns that reinforce the use of transit and other alternative transportation modes.

Policy LU-3.1 Land Use Densities to Support Transit

Goal CHW-6 Reduce generation of air pollutants and noise

- The subject site is located in the Community Core, which promotes walkability. Additionally, the subject site is located 3.5 blocks from an existing Mountain Rides transit stop on Main Street and 1 block from the bike path located at 2nd Avenue and 5th Street. Because the development proposal does not currently include parking the location of the subject property is ideal for supporting walkability, cycling, and transit use.

Policy M-1.3 Compact Development and Housing Downtown and in Activity Centers

- The proposal exemplifies compact downtown housing development.

With the required exterior improvements for the site still under development staff encourages the applicant to consider design features and amenities that support the following Comprehensive Plan goals and policies:

- Policy CD-1.4 High-Quality Site Planning and Building and Landscape Design
- Policy CD-1.5 High-Quality and Sustainable Design Principles for Public Buildings and Public Outdoor Spaces
- Policy CD-2.5 Energy and Water Efficiency in New Development
- Goal NR-7: Reduce the amount of solid waste being generated
- Goal NR-8: Reduce water consumption in new and existing development.
- Goal M-5: Enhance pedestrian connectivity and comfort
- Policy M-5.4 Walkability and Sit-ability Improvements

ANALYSIS:

Table 1: Requirements for All Applications

General Requirements for all Design Review Applications				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.080	Complete Application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Fire Department: 1. See Attachment C.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Streets: 1. Right-of-way improvements will be required on 1st Avenue, 6 th Street, and the alley. 2. Snow removal from the decks will require some coordination and possibly a permit.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Utilities: 1. There is an old Ketchum Springs water main in the alley, however, the water main is not available for the subject property or the adjacent vacant property. a. If the grade of alley is lowered, or if any cover is taken off of the alley surface, the applicant will have to lower the Ketchum Springs Line lowered 6'. 2. The applicant should address how the project will be metered for water; the configuration of water metering will affect impact fees. 3. Sewer impact fees will be calculated according to the city's fee schedule and based on the number of bedrooms.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Building: ○ <i>No comment at this time.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Arborist: ○ <i>No comment at this time.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Planning and Zoning: ○ <i>See comments throughout staff report.</i>

Table 2: Zoning Standard Analysis

Compliance with Zoning Standards				
Compliant			Standards and Staff Comments	
Yes	No	N/A	Guideline	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.040	Minimum Lot Area
			<i>Staff Comments</i>	Required: 5,500 square feet minimum Existing: 5,506 square feet
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.124.040	Floor Area Ratios and Community Housing
			<i>Staff Comments</i>	Permitted in Community Core Urban Residential Sub-district (CC-C) <i>Permitted Gross FAR: 1.0</i> <i>Permitted FAR with Community Housing requirements satisfied: 2.25</i> Proposed: <i>Gross floor area: 12,290 square feet</i> Proposed FAR: <i>FAR: 13,362 gross square feet / 5,506 square foot lot = 2.23 FAR</i> <i>6,874 square feet over the 5,500 permitted by right.</i> <i>The applicant is aware than an exceedance agreement for the FAR overage will be required. The applicant would be required to develop 1,169 square feet of Community Housing on site or to pay a fee in-lieu of construction of \$\$278,222 (1,169 square feet * \$238/square foot in lieu fee) or to propose another alternative that the Council approves. Currently, the applicant is developing a proposal to include Community Housing on site.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.12.030	Minimum Building Setbacks
			<i>Staff Comments</i>	Required: <i>Front (1st Ave – south facade): 5’ average</i> <i>Side (adjacent to E. 6th Street - west facade): 0’</i> <i>Side (adjacent to Ketch I – east facade): 0’</i> <i>Rear (alley – north facade): 3’</i> Proposed: <i>Front (1st Ave – south facade): 4’-5” to 9’-10”</i> <i>Side (adjacent to E. 6th Street - west facade): 8”</i> <i>Side (adjacent to Ketch I – east facade): 8’-9”</i> <i>Rear (alley – north facade): 7”</i> <i>The rear setback of 5” is currently non-compliant; the minimum rear setback is 3’ when a parcel abuts an alley. Staff will work with the applicant on the rear setback for Design Review.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Building Height
			<i>Staff Comments</i>	Maximum Permitted: 42’ to highest point of roof, nonhabitable spaces such as stair towers, greenhouses, etc may project 10’ higher Proposed: 40’ to top of parapet.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.030.H	Curb Cut
			<i>Staff Comments</i>	Required: <i>A total of 35% of the linear footage of any street frontage can be devoted to access to off street parking.</i> Proposed: No curb cut is proposed. The applicant is not proposing on-site parking with this project.
			17.125.40.B	Parking Spaces

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Staff Comments</i>	<p>Residential multiple-family dwelling within the Community Core (CC) District:</p> <p>Units 750 square feet or less: 0 spaces Units 751 – 2,000 square feet: 1 space</p> <p>Retail establishments in the Community Core: First 5,500 square feet are exempt</p> <p>Community Housing units, all sizes, all zoning districts: 0 spaces</p> <p>Proposed: 1 retail space 402 square feet – 0 parking spaces 18 apartments less than 750 square feet in size – 0 parking spaces</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.020	Zoning Matrix
			<i>Staff Comments</i>	<p>Multiple family dwellings are permitted in the Community Core, Subdistrict 2, and dwellings may occupy the ground floor in this subdistrict.</p> <p>Retail is permitted in the Community Core, Subdistrict 2.</p>

Table 3: Design Review Standards for all projects

Design Review Requirements				
IMPROVEMENTS AND STANDARDS: 17.96.060				
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(A)(1) Streets	The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.
			<i>Staff Comments</i>	<i>The subject property is a corner lot that has frontage along N. 1st Avenue and 6th Street. This standard has been met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(A)(2) Streets	All street designs shall be approved by the City Engineer.
			<i>Staff Comments</i>	<i>No changes to the lanes of travel in the street are proposed at this time. However, should improvements be deemed necessary by the Streets Department, such designs shall be approved by the City Engineer.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(B)(1)	All projects under 17.96.010(A) that qualify as a “Substantial Improvement” shall install sidewalks as required by the Public Works Department.
			<i>Staff Comments</i>	<i>Sidewalks will be required on 6th Street and 1st Avenue. The applicant is aware of this requirement.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060 (B)(2)c	Sidewalk width shall conform to the City’s right-of-way standards, however the City Engineer may reduce or increase the sidewalk width and design standard requirements at their discretion.
			<i>Staff Comments</i>	<i>A design for the sidewalk has not yet been proposed. However, the applicant is aware of this requirement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060 (B)(3)	Sidewalks may be waived if one of the following criteria is met: <ol style="list-style-type: none"> a. The project comprises an addition of less than 250 square feet of conditioned space. b. The City Engineer finds that sidewalks are not necessary because of existing geographic limitations, pedestrian traffic on the street does not warrant a sidewalk, or if a sidewalk would not be beneficial to the general welfare and safety of the public.
			<i>Staff Comments</i>	<i>N/A. Per Streets Department comments, right-of-way improvements, which include sidewalk, will be required for this project.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060 (B)(4)	The length of sidewalk improvements constructed shall be equal to the length of the subject property line(s) adjacent to any public street or private street.
			<i>Staff Comments</i>	<i>Sidewalk design has not yet been proposed but the applicant is aware of this requirement and this standard will be met.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060 (B)(5)	New sidewalks shall be planned to provide pedestrian connections to any existing or future sidewalks adjacent to the site. In addition, sidewalks shall be constructed to provide safe pedestrian access to and around a building.
			<i>Staff Comments</i>	<i>Sidewalk design has not yet been proposed but the applicant is aware of these requirements and this standard will be met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060 (B)(6)	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 one hundred ten percent (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.
			<i>Staff Comments</i>	<i>N/A, Staff does not recommend a voluntary cash contribution in-lieu of improvements for this project.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(1)	All storm water shall be retained on site.
			<i>Staff Comments</i>	<i>Preliminary drainage and grading plans have not yet been submitted. The applicant is aware that this requirement shall be met.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(2)	Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.
			<i>Staff Comments</i>	<i>See above.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(3)	The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.
			<i>Staff Comments</i>	<i>See above.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(4)	Drainage facilities shall be constructed per City standards.
			<i>Staff Comments</i>	<i>See above.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(D)(1)	All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.
			<i>Staff Comments</i>	<i>Utilities to serve the project have not yet been designed. However, the applicant is aware of this requirement.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(D)(2)	Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.
			<i>Staff Comments</i>	<i>Utilities to serve the project have not yet been designed. However, the applicant is aware of this requirement.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(D)(3)	When extension of utilities is necessary all developers will be required to pay for and install two (2") inch SDR11 fiber optical conduit. The placement and construction of the fiber optical conduit shall be done in accordance with city of Ketchum standards and at the discretion of the City Engineer.
			<i>Staff Comments</i>	<i>Utilities to serve the project have not yet been designed. However, the applicant is aware of this requirement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(E)(1)	The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.
			<i>Staff Comments</i>	<i>The 3D color rendering sheet included in the plan set most accurately represents the proposed exterior colors of the project. The proposed color palette consists of medium to dark burgundy/chestnut brown/red hues for the siding and parapet accented by charcoal-colored belly band, corner, and cornice features.</i> <i>The materials consist of horizontal wood siding, 12" board and batten siding, steel-framed balconies and balconettes with wood slats and decking, and 18" aluminum lettering denoting the name of the development, "Ketch 2."</i> <i>These medium-to-dark earth tones are complementary to the adjacent Ketch 1 building and other buildings in the vicinity that have muted, earth tone hues. Other buildings in the vicinity have facades comprised primarily of natural and composite siding or stucco.</i>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(E)(2)	Preservation of significant landmarks shall be encouraged and protected, where applicable. A significant landmark is one which gives historical and/or cultural importance to the neighborhood and/or community.
			<i>Staff Comments</i>	<i>N/A. There are no identified landmarks on the property.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(E)(3)	Additions to existing buildings, built prior to 1940, shall be complementary in design and use similar material and finishes of the building being added to.
			<i>Staff Comments</i>	<i>N/A. The subject property is currently vacant.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(1)	Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.
			<i>Staff Comments</i>	<i>All first-floor units are proposed to have individual doors accessed from either the on-site interior sidewalk or the sidewalks in the right-of-way that will be constructed on the 6th Street and 1st Avenue facades. There are two stairwells providing access to the units on the second and third floors, both stairwells are accessed from the interior side of the building and the adjacent on-site, interior sidewalk. One stairwell is also accessed through a lobby that connects to the building's main entrance on 1st Avenue.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(2)	The building character shall be clearly defined by use of architectural features.
			<i>Staff Comments</i>	<i>The character of the building is defined in part by the use of the same color on the ground floor and parapet wall, the use of the same color on the second and third floors located in between, and the corner trim and belt bands using the same charcoal color between each floor and at each corner. The building is defined by its verticality, which is emphasized by the vertical wood siding, the belt bands, and the vertical wood slats used on the balconies and balconettes throughout. However, the parapet wall, which uses horizontal battens siding and is met by a 24" deep band below, adds complementary height to the primary vertical mass of the building, which reduces the appearance of flatness. <i>Additionally, the substantial amount of glazing for the windows and doors, along with the balconies and balconettes, punctuate the mass of the building – reducing the appearance of bulk - and provide visual interest.</i></i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(3)	There shall be continuity of materials, colors and signing within the project.
			<i>Staff Comments</i>	<i>The same materials and color schemes are used on all four facades of the building.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(4)	Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.
			<i>Staff Comments</i>	<i>Accessory structures, fences, and walls have not been proposed and are not required. Landscaping features are required but have not yet been proposed and are required to complement the proposed building.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(5)	Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.
			<i>Staff Comments</i>	<i>The main mass of the building is primarily rectangular, with building mass providing the most undulation and relief on the 1st Avenue façade (front façade), where the front entrance to the building is offset from the main mass of the building and the mass is eroded by the corner balconies. The second and third-floor balconettes (6th Street façade) and interior side balconies also serve to reduce the appearance of bulk and flatness. The ample use of glazing on all four facades aids in reducing bulk and flatness as well.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(6)	Building(s) shall orient towards their primary street frontage.
			<i>Staff Comments</i>	<i>For properties located on a corner the shortest lot line is considered the front, or primary frontage. In this case the primary street frontage is 1st Avenue and the building orients toward it; the main entrance as well as the building signage are located on the 1st Avenue side of the building.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(7)	Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.
			<i>Staff Comments</i>	<i>The first-floor plan and the rendering sheet indicate that the garbage storage area will be enclosed within the building. No satellite receivers are proposed.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(8)	Building design shall include weather protection which prevents water to drip or snow to slide on areas where pedestrians gather and circulate or onto adjacent properties.
			<i>Staff Comments</i>	<i>An awning attached to the front entrance to the building provides cover from the elements for pedestrians. Additionally, a second-floor balcony provides cover from snow and rain to pedestrians circulating into and out of the ground floor retail space proposed to be located at the corner of 1st Avenue and 6th Street.</i> <i>The applicant will address further considerations for water and snow protection during design review.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(G)(1)	Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.
			<i>Staff Comments</i>	<i>Equestrian access is not necessary in this location. Pedestrian connections to the sidewalks that will be improved on 1st Avenue and 6th Street are addressed by the proposed on-site sidewalks that will connect to the improvements in the right-of-way. Likewise, users of the building will have paved surfaces to wheel bicycles from the building to the public sidewalk and streets.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(G)(2)	Awnings extending over public sidewalks shall extend five (5') feet or more across the public sidewalk but shall not extend within two (2') feet of parking or travel lanes within the right of way.
			<i>Staff Comments</i>	<i>No awnings are proposed to extend across the public sidewalk. The prominent awning located above the front entrance does not encroach into the right-of-way.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(G)(3)	Traffic shall flow safely within the project and onto adjacent streets. Traffic includes vehicle, bicycle, pedestrian and equestrian use. Consideration shall be given to adequate sight distances and proper signage.
			<i>Staff Comments</i>	<i>No vehicle parking is proposed with this project. The internal sidewalks indicated in the rendering appear to be sufficient for pedestrian circulation and connection to a sidewalk in the right-of-way.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(G)(4)	Curb cuts and driveway entrances shall be no closer than twenty (20') feet to the nearest intersection of two or more streets, as measured along the property line adjacent to the right of way. Due to site conditions or current/projected traffic levels or speed, the City Engineer may increase the minimum distance requirements.
			<i>Staff Comments</i>	<i>No curb cut is proposed for this development.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(G)(5)	Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.
			<i>Staff Comments</i>	<i>The alley behind the subject property is currently gravel/dirt. As required by the Streets Department the alley will have to be improved to city standards. Improvement plans have not yet been submitted but are required.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(H)(1)	Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.
			<i>Staff Comments</i>	<i>The applicant has not yet indicated snow storage areas. Snow storage is required to be addressed at Design Review.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(H)(2)	Snow storage areas shall be provided on-site.
			<i>Staff Comments</i>	<i>The applicant has not yet indicated snow storage areas. Snow storage is required to be addressed at Design Review.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(H)(3)	A designated snow storage area shall not have any dimension less than five (5') feet and shall be a minimum of twenty five (25) square feet.
			<i>Staff Comments</i>	<i>The applicant has not yet indicated snow storage areas. Snow storage is required to be addressed at Design Review.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(H)(4)	In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.
			<i>Staff Comments</i>	<i>The applicant has not yet addressed snow storage. Snow storage is required to be addressed at Design Review. If the applicant proposes a snow-melt system staff encourages the applicant to consider methods and best practices for reducing the energy consumption required for snow-melt systems.</i>

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(1)	Landscaping is required for all projects.
			<i>Staff Comments</i>	<i>A landscape plan has not yet been proposed and is required for Design Review. To advance goals and policies of the Comprehensive Plan, use of native/drought tolerant landscaping is encouraged.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(2)	Landscape materials and vegetation types specified shall be readily adaptable to a site's microclimate, soil conditions, orientation and aspect, and shall serve to enhance and complement the neighborhood and townscape.
			<i>Staff Comments</i>	<i>A landscape plan has not yet been proposed and is required for Design Review.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(3)	All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.
			<i>Staff Comments</i>	<i>A landscape plan has not yet been proposed and is required for Design Review.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(4)	Landscaping shall provide a substantial buffer between land uses, including, but not limited to, structures, streets and parking lots. The development of landscaped public courtyards, including trees and shrubs where appropriate, shall be encouraged.
			<i>Staff Comments</i>	<i>A landscape plan has not yet been proposed and is required for Design Review.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(J)(1)	Where sidewalks are required, pedestrian amenities shall be installed. Amenities may include, but are not limited to, benches and other seating, kiosks, bus shelters, trash receptacles, restrooms, fountains, art, etc. All public amenities shall receive approval from the Public Works Department prior to design review approval from the Commission.
			<i>Staff Comments</i>	<i>New sidewalk is required for 1st Avenue and 6th Street and pedestrian amenities are required and will be addressed at Design Review.</i>

Table 4: Design Review Standards for Community Core Projects

IMPROVEMENTS AND STANDARDS: 17.96.070 - Community Core (CC) Projects				
In addition to the requirements of section 17.96.060 of this chapter, unless otherwise specified, the standards of this section apply to projects in the Community Core district. The purpose of this section is to ensure the addition of high quality architecture for new development, while maintaining the unique character of existing building stock found in the Community Core.				
Yes	No	N/A	City Code	City Standards and Staff Comments
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.070 A(1)	Street trees, street lights, street furnishings, and all other street improvements shall be installed or constructed as determined by the Public Works Department.
			<i>Staff Comments</i>	<i>The applicant has not yet proposed indicating street trees, street lights, furnishings, or other right-of-way improvements. However, the applicant is aware that such improvements are required, and such plans are subject to city standards and Public Works Department (Streets, Utilities, and City Engineer) review and approval.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.070(A)(2) Streets	Street trees with a minimum caliper size of three (3") inches, shall be placed in tree grates.
			<i>Staff Comments</i>	<i>A landscape plan has not yet been proposed and is required for Design Review.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.070(A)(3)	Due to site constraints, the requirements if this subsection 17.96.070. (A) may be modified by the Public Works Department.
			<i>Staff Comments</i>	<i>N/A as the Public Works Department has not waived the requirements of §17.96.070(A).</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(1)	Facades facing a street or alley or located more than five (5') feet from an interior side property line shall be designed with both solid surfaces and window openings to avoid the creation of blank walls and employ similar architectural elements, materials, and colors as the front façade.
			<i>Staff Comments</i>	<i>All facades include both solid surfaces and window openings. All four facades utilize the same vertical wood siding, horizontal board and batten siding, belly bands/belt bands (the horizontal bands of trim separating the ground floor, second floor, and third floor from one another), and corner vertical trim.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070 (B)(2)	For nonresidential portions of buildings, front building facades and facades fronting a pedestrian walkway shall be designed with ground floor storefront windows and doors with clear transparent glass. Landscaping planters shall be incorporated into facades fronting pedestrian walkways.

			<i>Staff Comments</i>	<i>There is one accessory retail space, 402 square feet in size, proposed at the corner of 6th Street and 2st Avenue. The elevations and renderings indicate a glass entry door and glass storefront windows of the same dimension as the entry door.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070 (B)(3)	For nonresidential portions of buildings, front facades shall be designed to not obscure views into windows.
			<i>Staff Comments</i>	<i>The nonresidential portion of the building has been designed with ample windows and a glass door in order to provide views into the commercial space.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(4)	Roofing forms and materials shall be compatible with the overall style and character of the structure. Reflective materials are prohibited.
			<i>Staff Comments</i>	<i>The form of the roof is a flat roof. The roofline is defined by a 6' high parapet wall that is visually separated from the third story by a prominent belt band that has a 24" overhang. The color of the roof is the same color as the ground floor wood siding and the band is the same color as the band that separates the ground floor from the first floor and the first floor from the second. This color scheme serves to tie the roof to the main mass of the building. Materials are compatible and consistent as well – wood is used throughout the building façade. No reflective materials are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070 (B)(5)	All pitched roofs shall be designed to sufficiently hold all snow with snow clips, gutters, and downspouts.
			<i>Staff Comments</i>	<i>The proposed building has a flat roof.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(6)	Roof overhangs shall not extend more than three (3') feet over a public sidewalk. Roof overhangs that extend over the public sidewalk shall be approved by the Public Works Department.
			<i>Staff Comments</i>	<i>The 24" wide band separating the board and batten parapet wall from the third story overhangs over the public sidewalk; a dimension has not been provided, but the overhang does not appear to exceed 3'. The final dimension of the overhang will be addressed during Design Review and will be required to conform to this standard.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070 (B)(7)	Front porches and stoops shall not be enclosed on the ground floor by permanent or temporary walls, windows, window screens, or plastic or fabric materials.
			<i>Staff Comments</i>	<i>N/A. No front porches or stoops are proposed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(C)(1)	Trash disposal areas and shipping and receiving areas shall be located within parking garages or to the rear of buildings. Trash disposal areas shall not be located within the public right of way and shall be screened from public views.
			<i>Staff Comments</i>	<i>The proposed garbage storage area is located within the building, adjacent to 6th Street, at the rear corner of the building.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070(C)(2)	Roof and ground mounted mechanical and electrical equipment shall be fully screened from public view. Screening shall be compatible with the overall building design.
			<i>Staff Comments</i>	<i>No roof or ground mounted mechanical or electrical equipment has been proposed at this time.</i> <i>However, if roof or ground mounted equipment is proposed at Design Review the zoning code requires that all roof and ground mounted mechanical and electrical equipment shall be fully screened from public view. Roof mounted mechanical equipment will not exceed ten-feet (10') over the maximum building height and must be set back a minimum of ten-feet (10)' from property lines. The final screening, location, and height of all ground and roof mounted mechanical equipment shall be approved upon final inspection and prior to the issuance of a building permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(D)(1)	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.
			<i>Staff Comments</i>	<i>There is a tree that appears to be located adjacent to the property, in the unimproved right-of-way, at the corner of 6th Street and the alley. The tree will be removed in order to install the required sidewalk on 6th Street. If the tree is in fact in the right-of-way a replacement will not be required.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.070(D)(2)	Trees that are placed within a courtyard, plaza, or pedestrian walkway shall be placed within tree wells that are covered by tree grates.
			<i>Staff Comments</i>	<i>A landscape plan has not yet been submitted but is required for Design Review.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(D)(3)	The city arborist shall approve all parking lot and replacement trees.
			<i>Staff Comments</i>	<i>There is no parking lot proposed with the project. If a replacement tree is determined necessary, it will be approved by the City Arborist.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070(E)(1)	Surface parking lots shall be accessed from off the alley and shall be fully screened from the street.
			<i>Staff Comments</i>	<i>N/A. There is no parking proposed for the project.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070(E)(2)	Surface parking lots shall incorporate at least one (1) tree and one (1) additional tree per ten (10) onsite parking spaces. Trees shall be planted in landscaped planters, tree wells and/or diamond shaped planter boxes located between parking rows. Planter boxes shall be designed so as not to impair vision or site distance of the traveling public.
			<i>Staff Comments</i>	<i>N/A. There is no parking proposed for the project.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.070(E)(3)	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>	<i>A landscape plan has not yet been submitted but is required for Design Review.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.070(F)(1)	One (1) bicycle rack, able to accommodate at least two (2) bicycles, shall be provided for every four (4) parking spaces as required by the proposed use. At a minimum, one (1) bicycle rack shall be required per development.
			<i>Staff Comments</i>	<i>There are no parking spaces required or proposed for the development. However, at minimum one bicycle rack shall be required and shall be indicated on a plan at Design Review.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070(F)(2)	When the calculation of the required number of bicycle racks called for in this section results in a fractional number, a fraction equal to or greater than one-half (1/2) shall be adjusted to the next highest whole number.
			<i>Staff Comments</i>	<i>Because no parking is required, only the minimum of one bicycle rack is required.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.070(F)(3)	Bicycle racks shall be clearly visible from the building entrance they serve and not mounted less than fifty (50') feet from said entrance or as close as the nearest non-ADA parking space, whichever is closest. Bicycle racks shall be located to achieve unobstructed access from the public right-of-way and not in areas requiring access via stairways or other major obstacles.
			<i>Staff Comments</i>	<i>A location for the bicycle rack has not yet been proposed.</i>

STAFF RECOMMENDATION:

- The Commission should provide the applicant feedback regarding the proposed project and identify any additional items beyond the identified outstanding action items to be included in the Design Review application submission.
- Staff recommends advancing the proposal to Design Review.

OUTSTANDING ACTION ITEMS:

Prior to Building Permit an Exceedance Agreement addressing square footage above a 1.0 Floor Area Ratio is required.

Plans addressing the following will be required with a Design Review application:

- Snow storage
- Drainage
- Right-of-way improvements - Alley improvements, Sidewalk, Street trees, Public amenities
- Utilities
- Alley setback compliance with the zoning code

ATTACHMENTS:

- A. Plans
- B. Fire Department comments

Attachment A.

Plans

IN THE EVENT CONFLICTS ARE DISCOVERED
BETWEEN THE ORIGINAL SIGNED AND SEALED
DOCUMENTS PREPARED BY THE ARCHITECTS
AND/OR THEIR CONSULTANTS, AND ANY COPY OF
THE DOCUMENTS TRANSMITTED BY MAIL, FAX,
ELECTRONICALLY OR OTHERWISE, THE ORIGINAL
SIGNED AND SEALED DOCUMENTS SHALL GOVERN.

PROJECT # 2018-105
DATE: 1-11-2019

REVISIONS

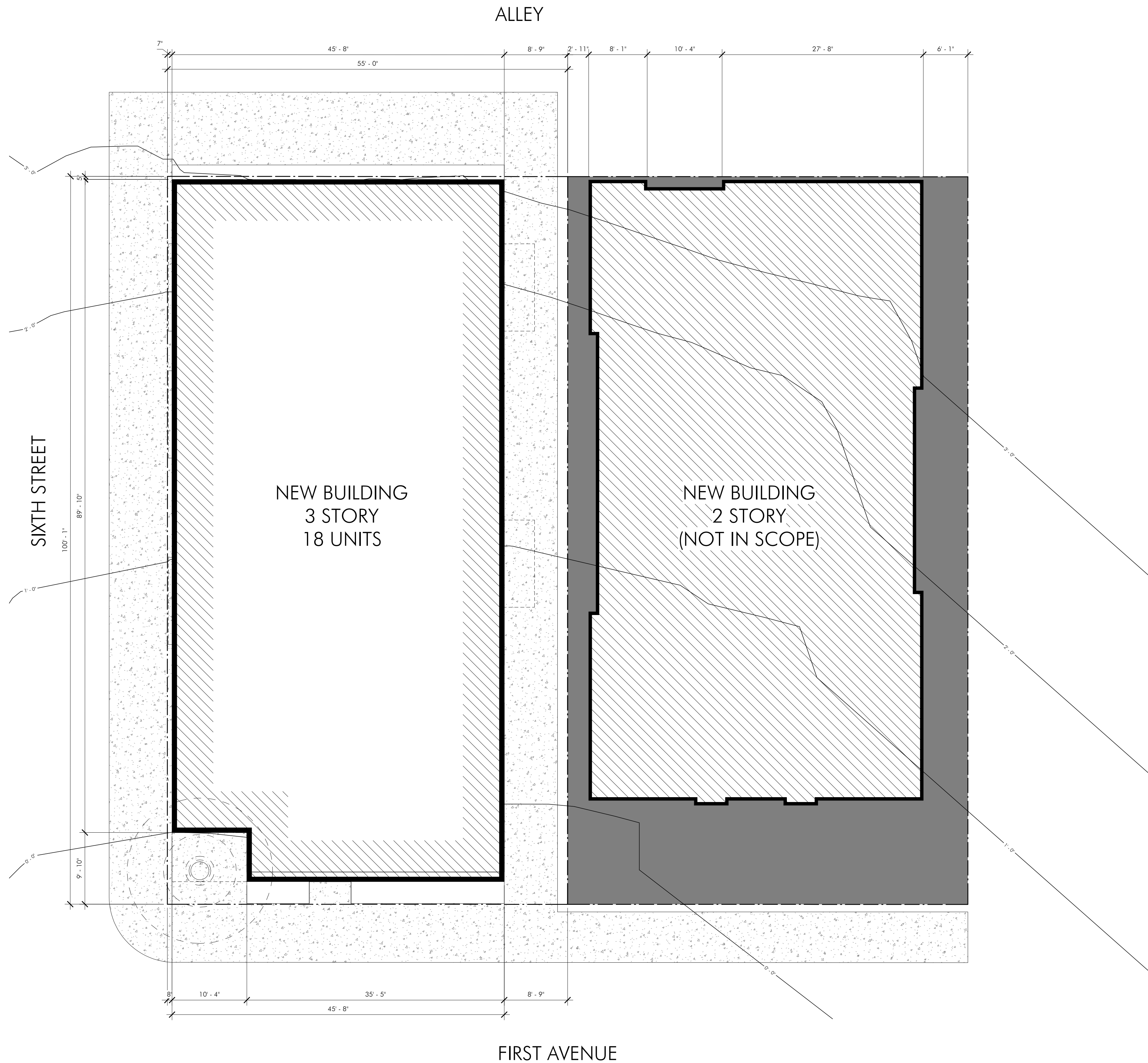
NEW MIXED USE BUILDING FOR:
KETCH 2, PDX
100 E 6TH ST AND 560 N 1ST AVE - KETCHUM, ID

SHEET:
A1.01

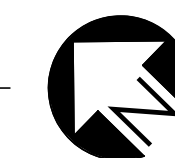
18 UNITS
RETAIL: 1
STUDIO: 3
1 BD: 6
2 BD: 9

TOTAL HEIGHT: 40'-0"
FLOOR 1 SF: 4,103.23
FLOOR 2 SF: 4,093.33
FLOOR 3 SF: 4,093.33
TOTAL SF: 12,289.89

2.25 FAR = 12,388.79 SF



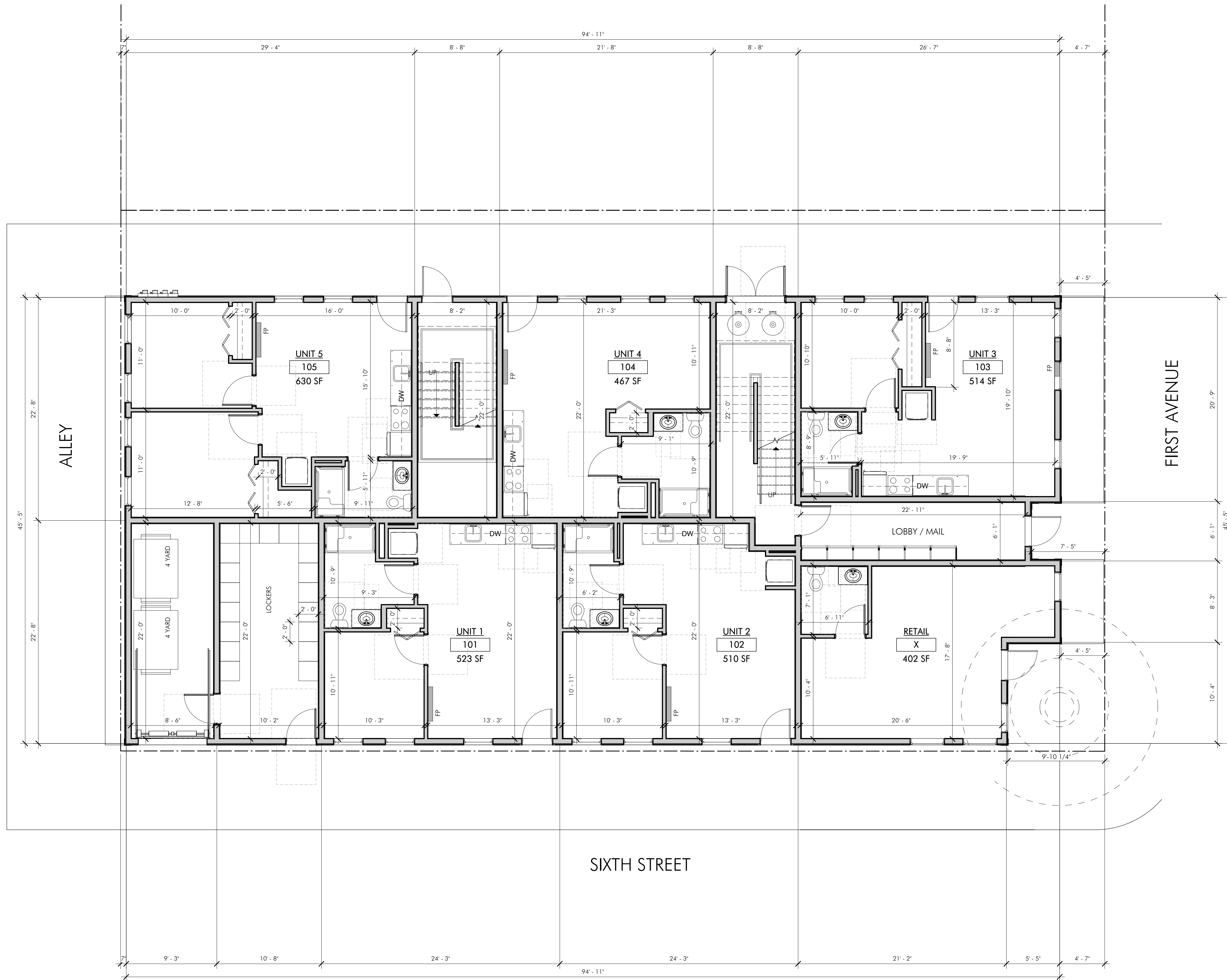
1 SITE PLAN
0 5 10 20 30
1/8" = 1'-0"



IN THE EVENT CONFLICTS ARE DISCOVERED
BETWEEN THE ORIGINAL SIGNED AND SEALED
DOCUMENTS PREPARED BY THE ARCHITECTS
AND/OR THEIR CONSULTANTS, AND ANY COPY OF
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ELECTRONICALLY OR OTHERWISE, THE ORIGINAL
SIGNED AND SEALED DOCUMENTS SHALL GOVERN.

PROJECT # 2018-105
DATE: 1-11-2019

REVISIONS



1 LEVEL 01
0 2 4 8 16 24 3/16" = 1'-0"



NEW MIXED USE BUILDING FOR:
KETCH 2, PDX
100 E 6TH ST AND 560 N 1ST AVE - KETCHUM, ID

SHEET:
A1.21

IN THE EVENT CONFLICTS ARE DISCOVERED
BETWEEN THE ORIGINAL SIGNED AND SEALED
DOCUMENTS PREPARED BY THE ARCHITECTS
AND/OR THEIR CONSULTANTS, AND ANY COPY OF
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ELECTRONICALLY OR OTHERWISE, THE ORIGINAL
SIGNED AND SEALED DOCUMENTS SHALL GOVERN.

PROJECT # 2018-105
DATE: 1-11-2019

REVISIONS



1 LEVEL 02
0 2 4 8 16 24 3/16" = 1'-0"



NEW MIXED USE BUILDING FOR:
KETCH 2, PDX
100 E 6TH ST AND 560 N 1ST AVE - KETCHUM, ID

SHEET:
A1.22

IN THE EVENT CONFLICTS ARE DISCOVERED
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NEW MIXED USE BUILDING FOR:
KETCH 2, PDX
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PROJECT # 2018-105
DATE: 1-11-2019

REVISIONS

NEW MIXED USE BUILDING FOR:
KETCH 2, PDX
100 E 6TH ST AND 560 N 1ST AVE - KETCHUM, ID

SHEET:
A2.01

ELEVATION NOTES:

- 1 HORIZONTAL WOOD SIDING W/ 6" EXPOSURE. STAIN: MEDIUM.
- 2 HORIZONTAL WOOD SIDING W/ 6" EXPOSURE. STAIN: DARK.
- 3 12" BOARD & BATTEN SIDING. STAIN: DARK.
- 4 VERTICAL CORNER TRIM. STAIN: CHARCOAL.
- 5 WOOD PARAPET CORNICE. STAIN: CHARCOAL.
- 6 WOOD BELLY BAND/CORNICE. STAIN: CHARCOAL.
- 7 24" DEEP WOOD BELLY BAND. STAIN: CHARCOAL.
- 8 FIBERGLASS CLAD ENTRY OR PATIO DOOR IN FIBERGLASS CLAD WOOD FRAMES WITH NAIL FIN INSTALLATION FEATURE.
- 9 NOT USED.
- 10 VINYL WINDOW ASSEMBLY WITH INSULATING GLASS UNITS.
- 11 STEEL FRAMED WOOD SLAT BALCONY WITH 2X6 CEDAR DECKING HUNG FROM WALL.
- 12 NOT USED.
- 13 GOOSENECK LIGHTING.
- 14 DOOR TO TRASH/UTILITY ROOM.
- 15 NOT USED.
- 16 18" ALUMINUM SIGNAGE.



1 SOUTH ELEVATION
0' 2' 4' 8' 16' 24' 1/8" = 1'-0"



2 WEST ELEVATION
0' 2' 4' 8' 16' 24' 1/8" = 1'-0"

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PROJECT # 2018-105
DATE: 1-11-2019

REVISIONS

NEW MIXED USE BUILDING FOR:
KETCH 2, PDX
100 E 6TH ST AND 560 N 1ST AVE - KETCHUM, ID

SHEET:
A2.02

ELEVATION NOTES:

- 1 HORIZONTAL WOOD SIDING W/ 6" EXPOSURE. STAIN: MEDIUM.
- 2 HORIZONTAL WOOD SIDING W/ 6" EXPOSURE. STAIN: DARK.
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- 15 NOT USED.
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1 NORTH ELEVATION
0' 2' 4' 8' 16' 24' 1/8" = 1'-0"



2 EAST ELEVATION
0' 2' 4' 8' 16' 24' 1/8" = 1'-0"

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DATE: 1-11-2019

REVISIONS

NEW MIXED USE BUILDING FOR:
KETCH 2, PDX
100 E 6TH ST AND 560 N 1ST AVE - KETCHUM, ID

SHEET:
A2.03

ELEVATION NOTES:

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2 WEST ELEVATION
0' 2' 4' 8' 16' 24' 1/8" = 1'-0"

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PROJECT # 2018-105
DATE: 1-11-2019

REVISIONS

ELEVATION NOTES:

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NEW MIXED USE BUILDING FOR:
KETCH 2, PDX
100 E 6TH ST AND 560 N 1ST AVE - KETCHUM, ID

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PROJECT # 2018-105
DATE: 1-11-2019

REVISIONS



VIEW OF NORTH CORNER

VIEW OF SOUTH CORNER



VIEW OF EAST CORNER

VIEW OF WEST CORNER

NEW MIXED USE BUILDING FOR:
KETCH 2, PDX
100 E 6TH ST AND 560 N 1ST AVE - KETCHUM, ID

SHEET:

3D

Attachment B.

Fire Department comments

It is the General Contractor's responsibility to understand and adhere to all Fire Protection Ordinance #1125 requirements in addition to any and all other City of Ketchum requirements in effect at the time of Building Permit issuance. Failure to comply with all local ordinances and codes may result in project work stoppage as well as criminal penalties.

The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances.

Approved address numbers and unit numbers shall be placed in such a position to be plainly visible and legible from the road fronting the property. Numbers and letters shall be a minimum of four (4) inches tall, contrast with their background and be positioned a minimum of forty-eight (48) inches above final grade.

Vehicle parking and material storage during construction shall not restrict or obstruct public streets or access to any building. A minimum twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times.

An approved automatic fire sprinkler system shall be installed throughout the building per City of Ketchum Ordinance #1125 (www.ketchumfire.org) and the National Fire Protection Association Standard 13. An approved fire sprinkler flow bell, Knox box and Fire Department Connection shall be installed in an approved location visible to approaching firefighters. Water service lines to structures shall be hydraulically calculated for size to meet fire sprinkler flow requirements. Fire sprinkler systems shall be annually tested and maintained per NFPA 25. An approved fire department connection and flow bell shall be installed in a location approved by the fire department and the system shall be supervised by an approved alarm system.

NOTE: One electronic set of fire sprinkler system plans must be submitted to the Ketchum Fire Department as well as the State Fire Marshal's office and a Ketchum Fire Department Permit must be obtained prior to installation of fire sprinkler systems. Inspections of fire sprinkler systems by the Fire Chief or an appointee are required. Inspections must be scheduled at least 48 hours in advance.

Note: Due to the mixed use an NFPA 13 Fire Sprinkler System shall be installed throughout the building.

An approved monitored fire sprinkler alarm system shall be installed per City of Ketchum Ordinance #1125 (www.ketchumfire.org) and the requirements of NFPA 72. Two (2) sets of alarm system plans shall be submitted to the Ketchum Fire Department for approval and a permit is required prior to installation of alarm systems. Inspections of fire detection systems by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance.

Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building.

An approved key box shall be installed, with the appropriate keys, for emergency fire department access in a location approved by the fire department. The key box shall be a Knox box brand and sized to accommodate keys to every door of the project.

Inspections of fire department permit required installations shall be scheduled at least 48 hours in advance.

An 8 ½ by 11 color coded site map of this project shall be provided on paper and electronically to the fire department. This site map shall show the locations of gas shut-offs, power shut-offs, fire sprinkler riser rooms, fire department connections, alarm panels, Knox boxes, access doors, egress windows, stairways and any additional fire department requirements. Exact details for color coded "On-Sites" can be found at www.ketchumfire.org.

Final inspections of all fire department permit required installations by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance. A Final Inspection Checklist can be found at www.ketchumfire.org.

THOMAS ANCONA | KETCHUM FIRE DEPARTMENT

Assistant Chief / Fire Marshal

P.O. Box 966 | 480 East Ave. N. | Ketchum, ID 83340

o: 208.726.7805 | f: 208.726.7844

tancona@ketchumfire.org | www.ketchumfire.org



City of Ketchum

MEMO

TO: Ketchum Planning & Zoning Commission

FROM: John Gaeddert, PhD
Brittany Skelton, AICP
Abby Rivin, AICP

DATE: January 14, 2018

RE: Workshop

Attached are four sets of documents intended to start a dialogue and potential ordinance amendments aimed at encouraging a diversity and mix of housing within Ketchum City Limits.

The first document is the vision, mission, core values and strategic goals of the city. These are reflected in Ketchum's comprehensive plan and our goal to be a high performing community.

The second document includes community responses to a series of housing-related questions as captured during the 2018 city-sponsored Fair on the Square. Noted, for instance, is clear support for more residential units in the LI as long as the units are on higher floors, which is consistent with the ordinance amendments the Commission recently recommended to Council.

The third document is an excerpt on Bungalow Courts from Missing Middle Income Housing and Opticos Design. Indicative of current housing challenges in Ketchum, the bungalow court is one among many building forms that aim to provide multiple, highly desirable units in a relatively small area.

The fourth document is a spreadsheet that features all the Ketchum zoning districts with particular attention given to some of the key ordinance provisions (height, lot coverage, bulk allowances, etc) that constrain development and serve to protect and/or encourage various neighborhood designs and characteristics. In an attempt to facilitate dialogue, highlighted in yellow are existing ordinance provisions that --for any number of reasons (e.g., are out of date, like the three short-term occupancy zones given adoption of I.C. §67-6539)-- deserve attention in order to create a more diverse mix of housing.

End of Memo

Document 1

VISION

The City of Ketchum is:

1) Vibrant

- Housing for year-round residents
- Events for locals and tourists
- Arts and culture
- Diversity (cultural / socio economic)

2) Connected

- Physically (trails, bike paths, sidewalks etc.)
- Emotionally (empathy, understanding, tolerance)
- To our history and heritage

3) Sustainable

- Economic
- Environmental
- Resilience

4) Safe

- Infrastructure
- To share ideas / tolerance
- County partnerships

MISSION

**The City of Ketchum is
dedicated to:**

- 1) Providing visionary leadership
- 2) Delivering responsive municipal service
- 3) Fostering collaborative partnership

that enhances

Ketchum's livability

CORE VALUES

The City of Ketchum values:

- 1) Respect
- 2) Honesty / Integrity
- 3) Empathy
- 4) Stewardship
- 5) Teamwork
- 6) Friendliness / Be Nice!
- 7) Innovation
- 8) Fiscal Responsibility
- 9) Professionalism
- 10) Good Citizenship

Our motto:

WORK HARD and BE NICE!

STRATEGIC GOALS

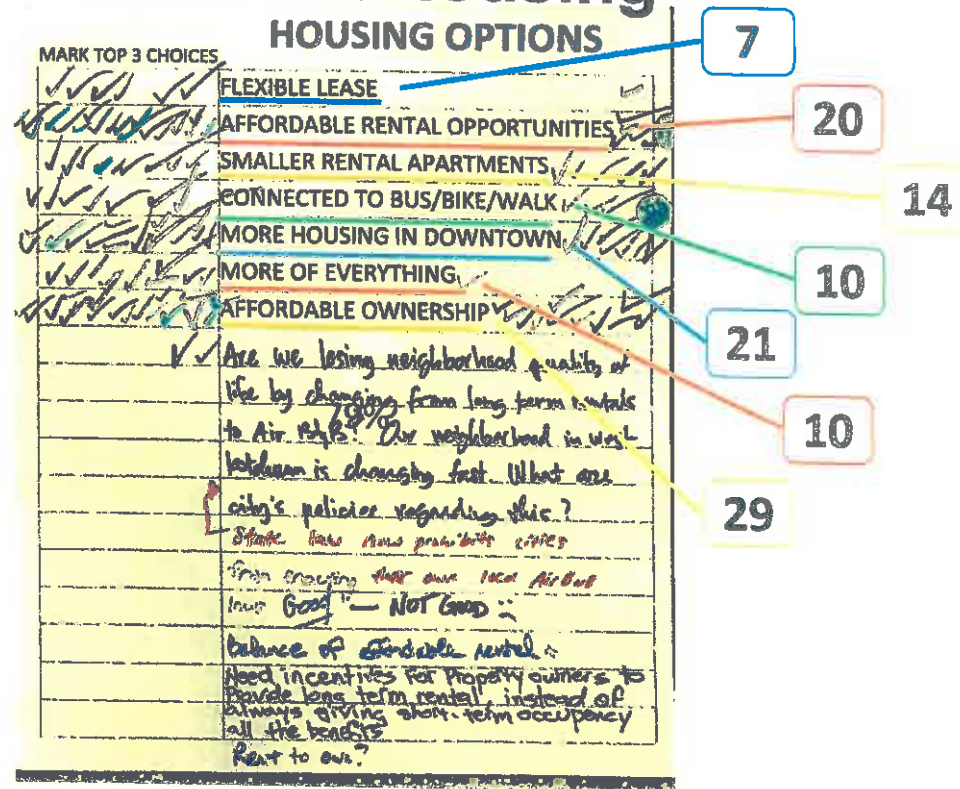
The City of Ketchum 5-year goals include:

- 1) Managed mobility/transportation/parking plan
- 2) Reimagining the Light Industrial Area
- 3) Housing for year-round residents
- 4) Location for City Hall
- 5) Location for Fire Services, training and police
- 6) Improve staff morale and community trust
- 7) Infrastructure improvements
 - Sidewalks
 - Bury Electricity Lines
 - Ketchum Springs Line

Document 2

What matters to you? Culture & Housing

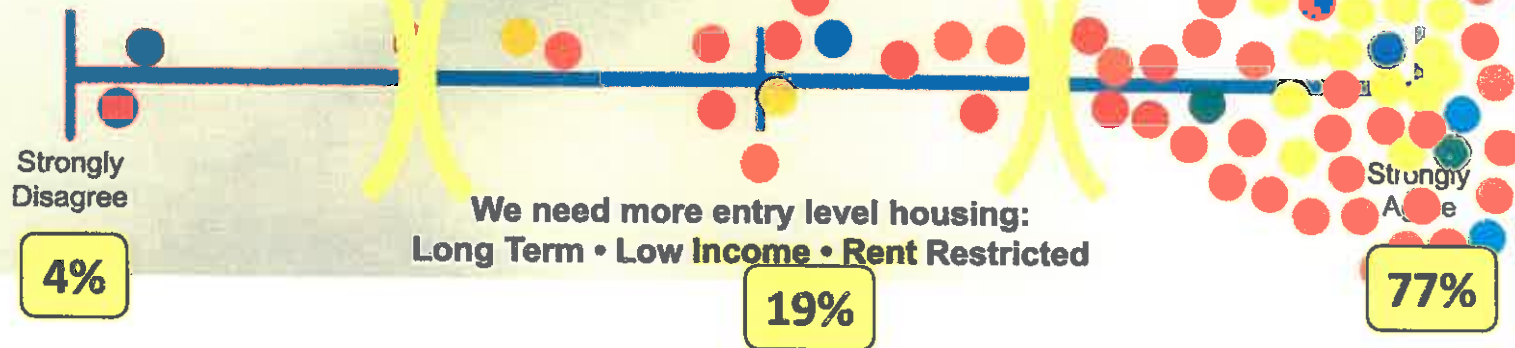
Participants seem to agree:
Ketchum needs more
affordable housing ownership
and rentals, and more housing
in the Downtown core.



Mayor's Comment: Housing is a key focus for policy decisions.



What kind of housing do we need to be vibrant and healthy?

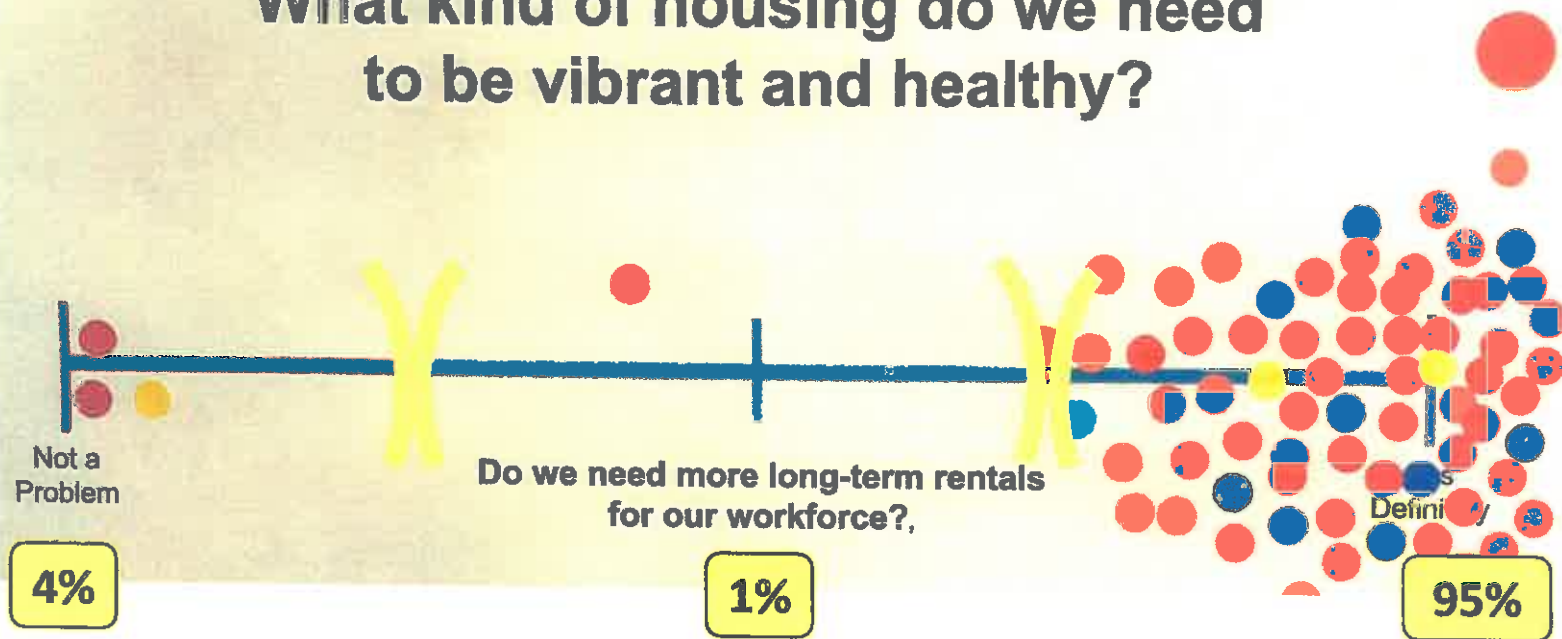


Over ¾ of those surveyed strongly agree that Ketchum needs more entry level housing.

Mayor's Comment: On the housing ladder, we don't have enough of the lower rungs. Our focus must be on changing the rules to encourage smaller units and increasing density.



What kind of housing do we need to be vibrant and healthy?

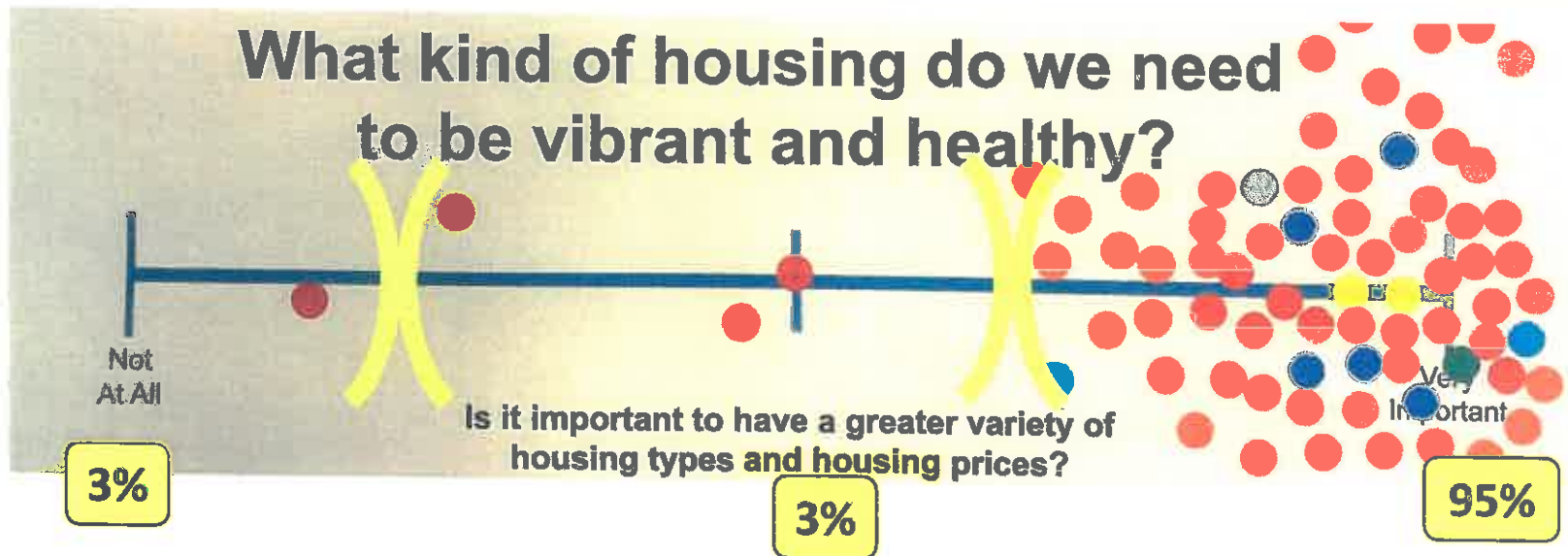


The public overwhelmingly believes that more long-term rentals are needed in Ketchum.

Mayor's Comment: Part of our mandate and mission is to create the opportunity for long-term rentals.



What kind of housing do we need to be vibrant and healthy?

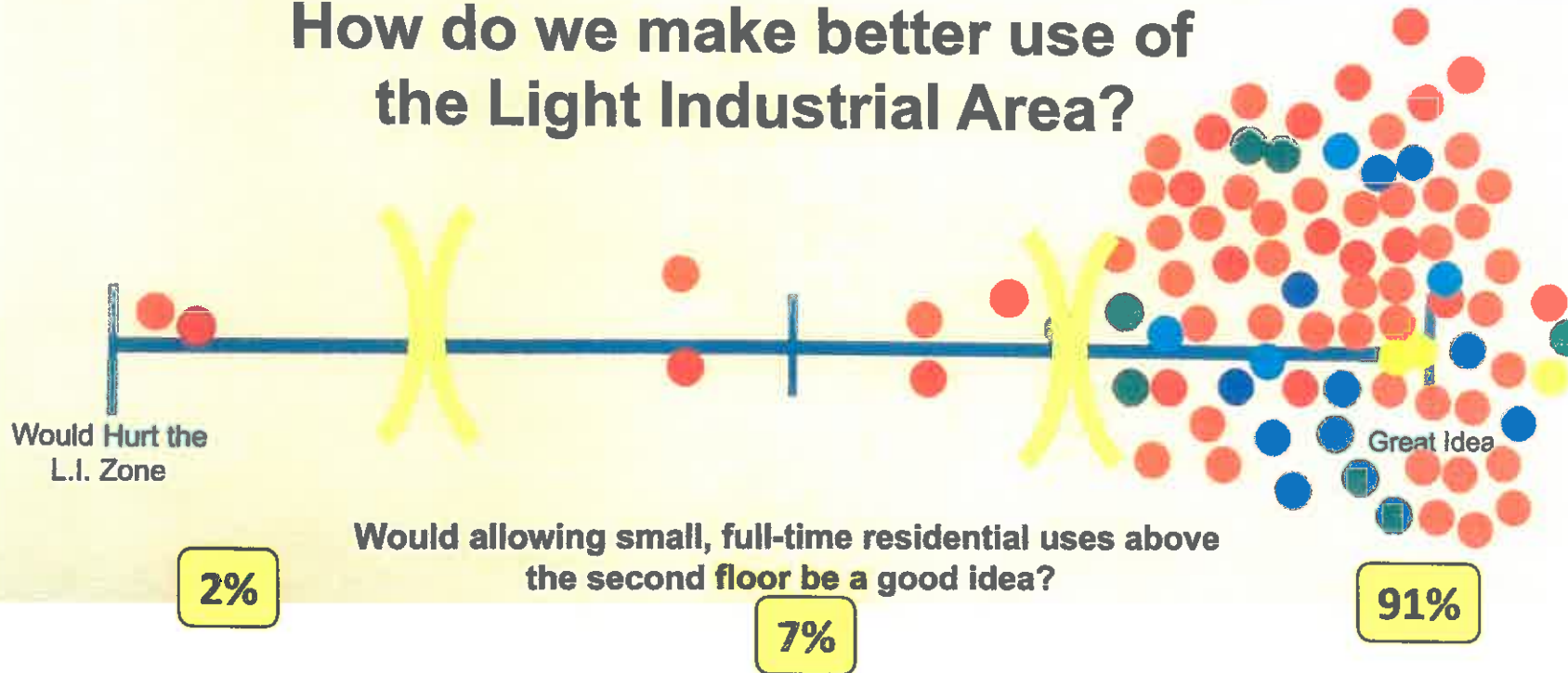


Respondents indicate that it is very important for Ketchum to have greater diversity when it comes to housing types and prices.

Mayor's Comment: Further confirmation that diversity is key to our housing mix.



How do we make better use of the Light Industrial Area?



91% of those surveyed believe that second floor, full-time residences in the Light Industrial Area would be a great idea.

Mayor's Comment: Clearly there is support for more residential units in the LI as long as the units are on higher floors.



Ketchum's Next Generation Taskforce



Ketchum is Becoming: Older

median age 1990: 33.4 yrs
median age 2000: 39.0 yrs
median age 2016: 50.6 yrs
Median age U.S. 37.4

Empty

population 2000: 3,011
population 2016: 2,753
est. full time: 1,800*

* Based on water and sewer use

population: 2,753
housing units: 3,777

Slower

Fewer Events
Less Late Night Entertainment
Town Closes Earlier

Why Does it Matter?

Economic Sustainability

Age Diversity = Cultural Vibrancy=Tourism

Growing the Next Generation of Community Leaders

Unless we want to become

a retirement community, IT MATTERS

Document 3



☰ MENU



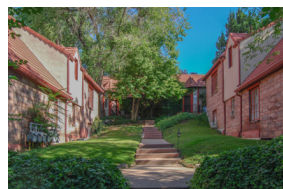
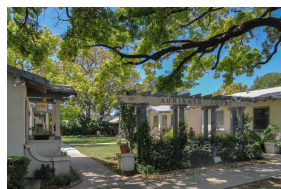
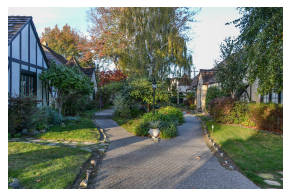
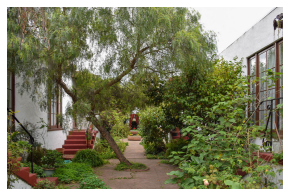
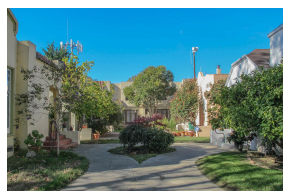
Bungalow Court

[Back to The Types](#)

OVERVIEW IDEALIZED DOCUMENTED UNIT PLANS



Gallery of Bungalow Courts



Description

This building type consists of a series of small, detached structures, providing multiple units arranged to define a shared court that is typically perpendicular to the street. The shared court takes the place of a private rear yard and is an important community-enhancing element.

Typical Specifications

Lot	Front-loaded	Rear-Loaded
Width*	N/A	100-150 feet
Depth*	N/A	100-150 feet
Area*	N/A	10,000-22,500 sq. ft.
		0.23-0.52 acres
Units		
Number of Units		5-10
Typical Unit Size		500-800 sq. ft.
Density		
Net Density		19-35 du/acre
Gross Density		8-31 du/acre
Parking		
Parking Ratio*		
On-street Spaces		5-7
Off-street Spaces		0-1 per unit
Setbacks		
Front*		10-25 feet
Side*		5-15 feet
Rear (main building)*		5-15 feet
Between Main and Accessory		5-10 feet



Buildings

Building	
Building Size	
Width	18–24 feet max.
Depth	24–36 feet max.
Height (to eave)*	12–14 feet max.
* <i>Varies based on context</i>	

Learn more about Missing Middle Housing:



DEMAND



CHARACTERISTICS



THE TYPES



ASSEMBLY



REGULATE



WHAT IS MISSING MIDDLE?

"Missing Middle" was coined by Daniel Parolek of Opticos Design, Inc. in 2010 to define a range of multi-unit or clustered housing types compatible in scale with single-family homes that help meet the growing demand for walkable urban living.

SITE LINKS

HOME

ABOUT

- Characteristics
- Assembly
- Demand: Market
- Demand: Trends
- How to Regulate

THE TYPES

- Duplex: Side-by-side
- Duplex: Stacked
- Bungalow Court
- Carriage House
- Fourplex
- Multiplex: Small
- Townhouse
- Live/Work
- Courtyard Apartments

RESOURCES

- Insights
- Resource List
- Events Calendar
- Videos

CONTACT

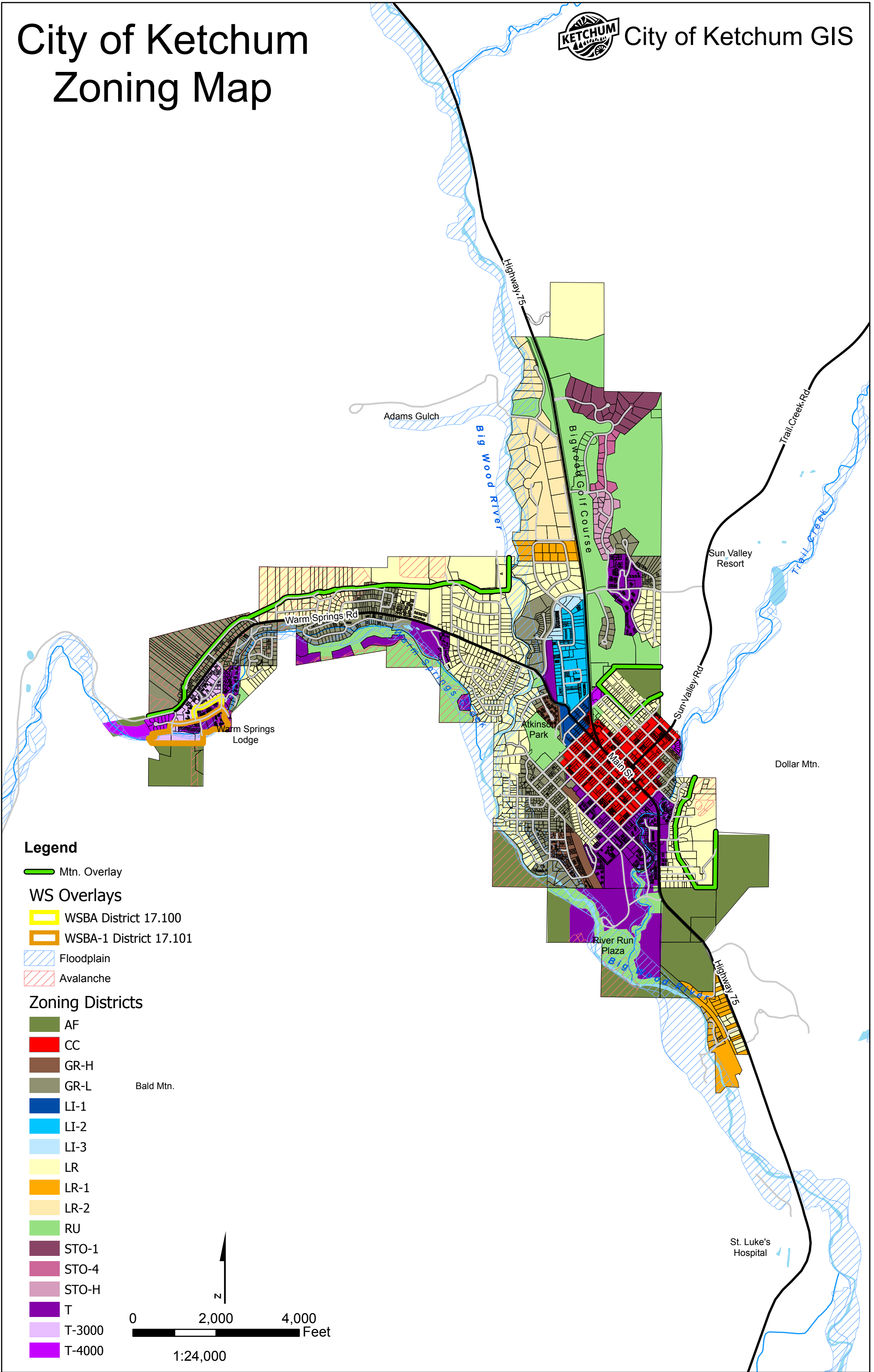
Document 4

Zone	Primary	Secondary	Key Design Constraints (Density, Bulk, Scale, Etc)							TownHome Sublots. (No Minimum Lot Size)	Comments
			Min Lot Size (Sq.Ft.)	Max Density for Min Lot Size Lots (Units/SF)	FAR (Floor/Lot)	Max Bldg Coverage	Max Height	Setbacks (Front/Rear/Side)	Parking		
AF	forestry/agriculture/one-family dwelling/ski	ADU	435,600	1:435,600 plus ADU	NA	10%	35'	25'/25'/25'	(1) Non-residential 1:1000 SF; (2) Residential - 2/dwelling	Not Allowed	
CC-1	mixed use commercial	Residential Multi-family	5,500	None	1.0 - 2.25	No Max	42' (50' WF Housing/68' Hotel) + 10' Roof Mechanical)	0'/0'/0-3'	(1) Special exemption for retail and restaurants; other non-residential 1:1000 SF; (2) Residential (0 space if < 750SF; 1 space if > 751 but < 2,000 SF; and 2 spaces if > 2,001 SF)	Allowed After TownHome Construction	(1) One-family dwellings no longer permitted in CC, although 20% expansion of existing residences and ADUs allowed. (2) Multifamily not permitted on ground floor. (3) "Activated spaces" (retail, restaurants, etc) promoted at street level.
CC-2	mixed use commercial	Residential Multi-family	5,500	None	1.0 - 2.25	No Max	42' (50' WF Housing) + 10' Rooftop Mechanical; 68' Hotel	5'/0' to 3'/0'	(1) Special exemption for retail and restaurants; other non-residential 1:1000 SF; (2) Residential (0 space if < 750SF; 1 space if > 751 but < 2,000 SF; and 2 spaces if > 2,001 SF)	Allowed After TownHome Construction	(1) One-family dwellings no longer permitted, although 20% expansions and ADUs allowed.
GR-H	one-family or multi-family dwellings	ADU, guesthouse	8,000	1:8,000 plus ADU & guesthouse for Single-Family; No Max for Multi-Family	0.5-1.4	65%	35'	15'/5' to 15'/5' to 12'	(1) Single-family Residential - 2 spaces/dwelling; (2) Multi-family Residential - 1 space if ≤ 2,000 SF; 2 ≥ 2,001 SF	Allowed After TownHome Construction	
GR-L	one-family dwelling, duplex, or two one-family	ADU, guesthouse	8,000	2:8,000 plus ADU & guesthouse	NA	35%	35'	15'/5' to 15'/5' to 12'	Residential - 2/dwelling	Allowed After TownHome Construction	THREE ADU NOTES: (1) ADUs may increase building coverage by a maximum of 5%. (2) ADUs are to be between 300-1,200 SF in size. (3) ADUs are <u>only</u> permitted as accessory to one-family dwellings. GUEST HOUSE NOTES: (1) by definition guest houses exclude kitchens. (2) Guest Houses are limited to 400-600 SF in size.
LI-1	LI	Upper Floor Mixed LI and/or Residential Use (w/CUP) Possible	8,000	None	NA	75%	35' (48' w/QGF Ord #1192 - pending)	20'/0'/0' to 10'	(1) LI - 1:250-1,000; (2) Res - 1:bedroom;	Not Allowed	
LI-2	LI	Upper Floor Mixed LI and/or Residential Use (w/CUP) Possible	8,000	None	NA	75%	35' (48' w/QGF Ord #1192 - pending)	20'/0'/0' to 10'	(1) LI - 1:250-1,000; (2) Res - 1:bedroom;	Not Allowed	
LI-3	LI	Upper Floor Mixed LI and/or Residential Use (w/CUP) Possible	8,000	None	NA	75%	35' to 40' (48' w/QGF Ordinance #1192 - pending)	20'/0'/0' to 10'	(1) LI - 1:250-1,000; (2) Res - 1:bedroom;	Not Allowed	SETBACK NOTES: Larger setbacks apply adjacent more restrictive zones, adjacent SH75, and adjacent Warm Springs Road. PARKING REDUCTION: Project parking can be reduced throughout the city with a parking demand analysis.
LR	one-family dwelling	ADU, guesthouse	9,000	1:9,000 plus ADU & guesthouse	NA	35%	35'	15'/20'/10' to 18'	Residential - 2/dwelling	Not Allowed	
LR-1	one-family dwelling	ADU, guesthouse	43,560	1:43,560 plus ADU & guesthouse	NA	25%	35'	15'/20'/10' to 18'	Residential - 2/dwelling	Not Allowed	(1) Consider re-designating as LR
LR-2	one-family dwelling	ADU, guesthouse	87,120	1:87,120 plus ADU & guesthouse	NA	25%	35'	15'/20'/10' to 18'	Residential - 2/dwelling	Not Allowed	

City of Ketchum Zoning Map



City of Ketchum GIS



Legend

Mtn. Overlay

WS Overlays

WSBA District 17.100

WSBA-1 District 17.101

Floodplain

Avalanche

Zoning Districts

AF

CC

GR-H

GR-L

LI-1

LI-2

LI-3

LR

LR-1

LR-2

RU

STO-1

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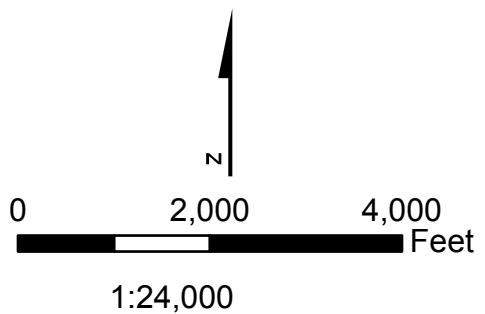
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St. Luke's Hospital



Planning and Zoning

Regular Meeting

~ Minutes ~

480 East Avenue North
Ketchum, ID 83340

<http://ketchumidaho.org/>

Maureen Puddicombe
208-726-7801

Monday, December 10, 2018

5:30 PM

Ketchum City Hall

1. **4:15 PM - SITE VISIT - Hemingway School, 920 Campus Way Meet at Front Entrance to School (Hemingway School Sub, Lot 1, Block 1)**
2. **4:40 PM – SITE VISIT– Cookbook Restaurant, 271 Seventh Street East (Lot 4, Block 13)**
3. **5:00 PM – SITE VISIT – Two Six Zero Mixed Use Building, 260 N. First Ave. (AM Lot 5A, Block 38)**
4. **5:30 PM - CALL TO ORDER: City Hall, 480 East Avenue North, Ketchum, Idaho**

The meeting was called to order at 5:30 by Vice-Chairman Neil Morrow.

5. Call to Order

Attendee Name	Title	Status	Arrived
Neil Morrow	Vice-Chair	Present	
Tim Carter	Commissioner	Present	
Jennifer Cosgrove	Commissioner	Present	
Matthew Mead	Commissioner	Present	
Kurt Eggers	Commissioner	Present	

6. ACTION ITEM - ELECTION OF MEETING CHAIR – Elect Chairperson for this meeting only.

Motion To: Elect Commissioner Neil Morrow, Vice Chairman, as temporary chairperson for this meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jennifer Cosgrove, Commissioner
SECONDER:	Kurt Eggers, Commissioner
AYES:	Morrow, Carter, Cosgrove, Mead, Eggers

7. PUBLIC COMMENT - Communications from the public for items not on the agenda.

Acting Chairperson Neil Morrow called for public comment. Mayor Neil Bradshaw thanked the commission for their service to the City of Ketchum

8. CONSENT CALENDAR—ACTION ITEMS

a. **Minutes:** November 13, 2018

Commissioner Matthew Mead requested additional comments concerning the discussion of public safety be added to the minutes under the discussion of the Argyros monitor sign as this was his reason for voting in opposition to the sign request.

Motion To: Approve minutes with exception as noted.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matthew Mead, Commissioner
SECONDER:	Tim Carter, Commissioner
AYES:	Morrow, Carter, Cosgrove, Mead, Eggers

b. **Findings of Fact and Conclusions of Law for the Neeley Garage**

Commissioner Morrow called for discussion; none was made.

Motion To: Approve the Findings of Fact and Conclusions of Law for the Neely Garage.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kurt Eggers, Commissioner
SECONDER:	Matthew Mead, Commissioner
AYES:	Morrow, Carter, Cosgrove, Mead, Eggers

9. Commission reports and ex parte discussion disclosure

Sign Permit for Cookbook Restaurant.

Commissioner Jen Cosgrove wanted to be sure lettering would be maintained, with no flaking paint.

Senior Planner Brittany Skelton provided background on this sign permit due to the uniqueness of this situation. No objections were heard from the Commission on this administrative sign permit application with the recommended condition that the sign will be maintained in good condition with no flaking paint. Commissioner Kurt Eggers approved of the sign painted on the roof. Commissioner Matthew Mead also liked the message of the sign.

10. PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF – ACTION ITEMS

- a. **ACTION - Hemingway School:** 920 Campus Way (Hemingway School Sub, Lot 1, Block 1) Commission will consider and take action on a request for a Plat Amendment by the City of Ketchum and the Blaine County School District.

Director John Gaeddert and Associate Planner Abby Rivin presented the background of the of the Vacation presented as three separate motions:

1. Vacations
2. Easement on West property line
3. Lot Line Shift

Public comment was made by Jim Phillips, representing the sheep ranchers, who approve of the modified route.

Commissioner Kurt Eggers asked for clarification on the River Drive easement and the disposition of the 10th St. access. Commissioner Mead questioned how this benefits the Hemingway School. Director Gaeddert related that the area would allow the extension of an added wing to the school. Commissioner Mead asked about responses from adjacent property owners and Gaeddert only one response was received and that was in support of the proposal. Commissioner Eggers asked if the School District was in support of this motion and got a “thumbs Up” from the Superintendent.

Motion 1. To recommend approval to the City Council of Item 1, Vacation of Right of Ways, including portions of the alley in Block 31 and Block 52, and portions of Ninth and Tenth Streets adjoining Hemingway School Subdivision amended 1997 and Campus Way Road easement Instrument #366600 as proposed by Staff.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kurt Eggers, Commissioner
SECONDER:	Tim Carter, Commissioner
AYES:	Morrow, Carter, Cosgrove, Mead, Eggers

Motion 2. To recommend approval to the City Council of Item 2, Amendment of the River Drive Grant Right of Way recorded as Instrument #131882, from a road right-of-way to a non-vehicular and utility easement to include sheep easement.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kurt Eggers, Commissioner
SECONDER:	Matthew Mead, Commissioner
AYES:	Morrow, Carter, Cosgrove, Mead, Eggers

Motion 3. To recommend approval to the City Council of Item 3, creation of a new 2.99-acre Lot 1B to be owned by Ketchum and the new 15.62 acre Lot 2A to be owned by Blaine County School District, Hemingway School Subdivision Amended 2018 wherein A, the vacated Right-of-Way, DeNoyers Subdivision Lot 8A, C, Lots 1 and 2, Block 31 of the Ketchum Townsite, A and D of Lots 1A and 2 of Block 1 of Hemingway School Subdivision Amended 1997 are amended as shown in the attachment A.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kurt Eggers, Commissioner
SECONDER:	Tim Carter, Commissioner
AYES:	Morrow, Carter, Cosgrove, Mead, Eggers

- b. **ACTION – Two Six Zero Mixed-Use Building:** 260 N. First Ave. (AM Lot 5A, Block 38) The Commission will consider and take action on a Pre-Design Review Application for a three-story commercial/multi-residential structure.

Associate Planner Abby Rivin presented the Pre-Design Review for the TWO SIX ZERO Multi-Use Building. Staff recommended the project advance to Design Review.

Ed Simon, representing a Michael and Joan O'Neill, residents of the Copper Ridge Building, requested story poles for a visual representation of the building. No negative comments were received at this time.

Daniel Hollis of Hollis-Rumpletes Architects gave an overview of the project. All units would be for-rent for increased community housing. He discussed the safety aspects of the location of the driveway for the underground parking area as well as the exterior finishes, building height, and the layout of each floor.

Commissioner Kurt Eggers asked for clarification of the rental process of market-rate and rent-restricted units. Director Gaeddert clarified the procedure for the City right-of-way encroachments, exceedance agreement. Commissioner Eggers approved of the driveway location and the project in general. Commissioner Mead approved of the housing aspect. He asked about the energy efficiency of the building and exterior materials. Hollis answered the use of solar panels has been considered, but wants to take the esthetics into account. Commissioner Mead liked the bike racks and storage areas for the units. They discussed the number and placement of the bike racks.

Commissioner Jennifer Cosgrove preferred the 1st Ave. access for safety and ADA purposes. She wanted to see a greater setback to accommodate the street benches. Commissioner Tim Carter approved of the project and asked if rental vs purchase changed any of the code. Director Gaeddert discussed how rentals are needed and do not affect the zoning standards. Commisisoner Morrow likes the project and the access on First Ave. Director Geaddert discussed the sidewalk width standards, street width and parking. This will also be discussed with the Streets Dept. Commissioner Mead was concerned with the traffic patterns.

Motion To: Recommend advancing the project at 260 N First Ave. to full Design Review.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matthew Mead, Commissioner
SECONDER:	Jennifer Cosgrove, Commissioner
AYES:	Morrow, Carter, Cosgrove, Mead, Eggers

- c. **ACTION – Cherp Conditional Use Permit:** 270 Northwood Way, Unit 201 (Redfish Light Industrial Condo Unit 201) The Commission will consider and take action on an application for a Conditional Use Permit submitted by Mia L Cherp for the proposed conversion of existing condominium unit #201 to a residential use in the Redfish Light Industrial Condominiums, located in the Light Industrial Number 2 (LI-2) Zoning District.

Associate Planner Abby Rivin informed the Commission that applicant still needed to submit some additional items. Therefore, Staff recommended continuance to January 14, 2019.

Motion To: Continue to January 14, 2019, the 270 Northwood Way, Unit 201 (Redfish Light Industrial Condo Unit 201) an application for a Conditional Use Permit.

RESULT:	CONTINUED [UNANIMOUS]
MOVER:	Tim Carter, Commissioner
SECONDER:	Kurt Eggers, Commissioner
AYES:	Morrow, Carter, Cosgrove, Mead, Eggers

11. STAFF REPORTS & CITY COUNCIL MEETING UPDATE

Planner Abby Rivin related there are no Planning and Zoning items on the next City Council meeting agenda on December 17th. However, there is expected to be a proposal for alternative access to the Mortgage Row Subdivision.

There will be a Public Information Session for the LI Amendments in January or February.

Commissioner Eggers asked about story poles and Commissioner Carter wanted to know if they are required. The Commissioners agreed the story poles were important to this project. Commissioner Mead preferred the drawings. Commissioner Cosgrove thought the story poles gave a good representation of a building.

12. ADJOURNMENT

Motion To: Adjourn at 7:00 PM.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matthew Mead, Commissioner
SECONDER:	Jennifer Cosgrove, Commissioner
AYES:	Morrow, Carter, Cosgrove, Mead, Eggers

Acting Chairperson