



PLANNING AND ZONING COMMISSION AGENDA

Monday, July 9, 2018
Ketchum City Hall
480 East Avenue North, Ketchum, ID 83340

1. 4:45 PM – SITE VISIT: Tour of the Light Industrial Zoning District, 298 Northwood Way
2. 5:30 PM - CALL TO ORDER: City Hall, 480 East Avenue North, Ketchum, Idaho
3. PUBLIC COMMENT - Communications from the public for items not on the agenda.
4. CONSENT CALENDAR—ACTION ITEMS
 - a. Roberts Bros. Townhouse Subdivision Findings of Fact and Conclusions of Law
 - b. WDC Ketch Community Housing Proposal Findings of Fact and Conclusions of Law
 - c. Minutes: May 29, 2018
 - d. Minutes: June 11, 2018
 - e. Minutes: June 25, 2018
5. PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF – ACTION ITEMS
 - a. Zoning Code Amendment – Big Box
 - b. **ACTION: Zoning Code Amendment:** Residential Use in the Light Industrial Districts. (*Continued from March 6, March 27th, April 9th, May 14, May 29, June 11, June 25, 2018.*) The Commission will consider City-initiated amendments to Title 17, Section 17.124.090, Residential, Light Industrial Districts, and Section 17.12.020, District Use Matrix.
6. STAFF REPORTS & CITY COUNCIL MEETING UPDATE
Library Appeal Status
7. COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE
Bracken Station Legal Status
8th and Washington Building and Sidewalks
Screening of Transformer

Street Standards and Signs Update Workshop
8. 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

IN RE:)
)
Roberts' Brothers Townhomes) KETCHUM PLANNING AND ZONING COMMISSION
Preliminary Plat) FINDINGS OF FACT, CONCLUSIONS OF LAW, AND
Date: July 9, 2018) DECISION
)
File Number: 18-047)

PROJECT: Roberts' Brothers Townhomes Preliminary Plat
FILE NUMBER: P18-047
REPRESENTATIVE: Benchmark Associates
OWNER: Roberts Duplex #2 LLC (John C Roberts, per Blaine County Assessor, as of 6/15/2018)
REQUEST: Preliminary Plat approval for a two (2) subplot townhouse subdivision.
LOCATION: 108 Fir Drive (Warm Springs Village 3rd Addition: Block 3: Lot 3)
ZONING: General Residential Low Density (GR-L)
OVERLAY: Avalanche Overlay District
NOTICE: Notice was mailed to properties within a 300 ft radius of the subject property and all political subdivision on June 6th, 2018. Notice was published in the June 6th, 2018 edition of the Idaho Mountain Express.

BACKGROUND:

1. Property owner Roberts Duplex #2 LLC, represented by Benchmark Associates, have submitted a Preliminary Plat application for a two (2) subplot townhome subdivision.
2. The subject property is located in an existing platted subdivision, Warm Springs Village, 3rd Addition. The subject property is located within the General Residential Low Density (GR-L) Zoning District and also within the Avalanche Overlay District. With the adoption of Ordinance No. 1181, subdivisions within the Avalanche Overlay District are permitted as long as no new public or private streets or flag lots are created with the proposal.
3. A Building Permit (Application B18-021) for the project was issued on May 10th, 2018 and the duplex is currently under construction. Lot 3 is proposed to be subdivided into two (2) townhouse sublots. Sublot 1 is proposed to be 5,680 sq ft and Sublot 2 will be 7,889 sq ft.

4. All land subdivisions in the City of Ketchum are subject to the standards contained in Ketchum Municipal Code, Title 16, Subdivision. The standards are tailored for subdividing of land for the first time to create a new subdivision; many standards are related to the design and construction of multiple new lots that will form new blocks and infrastructure such as streets that will be dedicated to and maintained by the City. Some standards however, such as the installation of utility service lines, are applicable to the proposed subdivision of the subject property.

5. The first step in the subdivision process is to receive Preliminary Plat review and a recommendation from the Planning and Zoning Commission. After receiving a recommendation for approval, the Preliminary Plat application is forwarded to the City Council for review and approval. After City Council approval of the Preliminary Plat, the subdivider may submit an application for Final Plat. If the application substantially conforms to the Preliminary Plat, the Commission shall recommend approval and forward the application to the City Council for review and approval. Per Ketchum Municipal Code §16.04.070, the Final Plat shall not be signed by the City Clerk and recorded until the townhouses have received Certificates of Occupancy issued by the City of Ketchum and completion of all design review elements.

FINDINGS OF FACT

Table 1: Requirements for All Applications

City Department Comments					
Compliant					
Yes	No	N/A	City Code	City Standards and City Department Comments	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.C	Complete Application	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Police Department: <i>No comment.</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire Department: <i>An approved access roadway per 2012 International Fire Code Appendix D (www.ketchumfire.org) shall be installed prior to any combustible construction on the site. The road shall be a minimum of twenty (20) feet in width and capable of supporting an imposed load of at least 75,000 pounds. The road must be an all weather driving surface maintained free, clear, and unobstructed at all times. Grades shall not exceed 7%. Dead end access roadways exceeding 150 feet in length shall be provided with an approved turnaround. Gates, if installed, are required to be siren activated for emergency vehicle access.</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Streets Department: <i>All required work in the Right-of-way shall be completed prior to issuance of a Certificate of Occupancy for the project.</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Utilities: <i>Curb stops and meter vaults will be located on the property line along Fir Drive. The irrigation tap for Sublot 2 may be sited anywhere after the meter.</i>		
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Parks/Arborist: <i>No comment.</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building: <i>The duplex must meet 2012 International Building Code.</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Planning and Zoning: <i>Comments are denoted throughout the Tables 2 and 3. .</i>		

Table 2: Zoning Standards Analysis

Compliance with Zoning Standards					
Compliant			Standards and Commission Findings		
Yes	No	N/A	Guideline	City Standards and Commission Findings	
			17.12.040	Minimum Lot Area	

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Commission Findings	Required: 8,000 square feet minimum. Existing:: 13,612 sq ft
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.040	Minimum Lot Area, Townhouse Sublot
			Commission Findings	Required: Equal to that of the perimeter of the townhouse unit. Proposed: Sublot 1 is proposed to be 7,889 sq ft and Sublot 2 is proposed to be 5,680 sq ft
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.040	Building Coverage
			Commission Findings	Permitted: 35% Proposed: 35% (4,764 square feet/13,612 sq ft lot area) The Commission has calculated building coverage for the entirety of the duplex development on existing Lot 3 of Block 3, Warm Springs Subdivision Third Addition. The building coverage of the duplex development is 35%, which is the <u>maximum</u> permitted in the GR-L Zone. As building coverage is maxed out under the existing zoning code, no further building coverage, including decks 30" above grade and accessory structures will be permitted on the site. As proposed with the Preliminary Plat application, the building coverage on Sublot 2 will exceed the maximum permitted in the GR-L Zone. The Commission has added a condition of approval that the applicant shall add the following plat note: No further building coverage, including decks 30" above grade and accessory structures, will be permitted on either Sublot 1 or Sublot 2 unless the combined lot coverage for Lot 3, Block 3, Warm Springs Village Subdivision 3 rd Addition is less than 35%.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.040	Minimum Building Setbacks
			Commission Findings	Minimum: Front: 15' Side: > of 1' for every 3' in building height, or 5' (11'-8" required) Rear: > of 1' for every 3' in building height, or 15' (11'-8" required) Proposed: Front (S): 15" Side (E): 11'-8" Side (W): 11'-8" Rear (N): 15' 17.128.020.A. Cornices, canopies, eaves, chimney chases or similar architectural features may extend into a required yard not more than three feet (3'). The roof overhang extends into the required yard a maximum of 3 ft as indicated on revised Sheet A100 of the Design Review submittal dated 02/20/2018.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.040	Building Height
			Commission Findings	Maximum Permitted: 35' Proposed: 34.5' as indicated on revised Sheet A301 of the Design Review submittal dated 03/23/2018.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.030.H	Curb Cut
			Commission Findings	Permitted: A total of 35% of the linear footage of any street frontage can be devoted to access off street parking. Proposed: Along Aspen Drive, the proposed curb cut is 16', which is 17% of the linear street frontage. Along Fir Drive, the proposed curb cut is 29'-9", which is 29% of the linear street frontage.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.020.A.2 & 17.125.050	Parking Spaces
			Commission Findings	Off-street parking standards of this chapter apply to any new development and to any new established uses. Required:

			<p>Residential multiple-family dwelling in all districts except CC, T, T-3000, T-4000, and LI-1, LI-2, and LI-3: Units 2001 square feet and above: 2 parking spaces Proposed: The applicant is proposing a two (2) car garage for each duplex unit.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.18.050 & 17.08.020 Zoning Districts & Definitions</p>
			<p>Commission Findings 17.18.050: General Residential - Low Density District (GR-L): The purpose of the GR-L General Residential - Low Density District is to provide areas where low and medium density uses can be properly developed in proximity to each other while still maintaining neighborhood amenities and favorable aesthetic surroundings. The intent of the general residential - low density district is to permit a reasonable amount of flexibility in both land use and development in residential development areas.</p> <p>17.08.020 – Definitions Dwelling, Multiple-Family: A building, under single or multiple ownership, containing two (2) or more dwelling units used for residential occupancy.</p>

Table 3: Preliminary Plat Requirements

Preliminary Plat Requirements				
Compliant			Standards and Commission Findings	
Yes	No	N/A	City Code	City Standards and <i>Commission Findings</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.070.B	<p>The subdivider of the townhouse project shall submit with the preliminary plat application a copy of the proposed party wall agreement and any proposed document(s) creating an association of owners of the proposed townhouse sublots, which shall adequately provide for the control and maintenance of all commonly held facilities, garages, parking and/or open spaces. Prior to final plat approval, the subdivider shall submit to the city a final copy of such documents and shall file such documents prior to recordation of the plat, which shall reflect the recording instrument numbers.</p>
			Commission Findings	<i>The applicant has submitted a draft Townhome Declaration for the project. The subdivider shall submit to the Planning & Building Department a final copy of the document and file such document prior to recordation of the final plat.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	16.04.070.E	<p>All garages shall be designated on the preliminary and final plats and on all deeds as part of the particular townhouse units. Detached garages may be platted on separate sublots; provided, that the ownership of detached garages is tied to specific townhouse units on the townhouse plat and in any owner's documents, and that the detached garage(s) may not be sold and/or owned separate from any dwelling unit(s) within the townhouse development.</p>
			Commission Findings	<i>The attached garages are indicated as the unshaded portion of the building footprint on the Preliminary Plat. The Commission has added a conditions of approval that the applicant label the garages on the Preliminary Plat prior to forwarding the application to City Council for review.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.C.1	<p>The subdivider shall file with the administrator copies of the completed subdivision application form and preliminary plat data as required by this chapter.</p>
			Commission Findings	<i>The application has been reviewed and determined to be complete.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I	<p>Contents Of Preliminary Plat: The preliminary plat, together with all application forms, title insurance report, deeds, maps, and other documents reasonably required, shall constitute a complete subdivision application. The preliminary plat shall be drawn to a scale of not less than one inch equals one hundred feet (1" = 100') and shall show the following:</p>
			Commission Findings	<i>The applicant has submitted draft Townhome Declaration and Title Report for the subject property.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .1	The scale, north point and date.
			<i>Commission Findings</i>	<i>This standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .2	The name of the proposed subdivision, which shall not be the same or confused with the name of any other subdivision in Blaine County, Idaho.
			<i>Commission Findings</i>	<i>This standard has been met. This is an amendment to an existing subdivision— Warm Springs Village 3rd Addition.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .3	The name and address of the owner of record, the subdivider, and the engineer, surveyor, or other person preparing the plat.
			<i>Commission Findings</i>	<i>This standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .4	Legal description of the area platted.
			<i>Commission Findings</i>	<i>This standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .5	The names and the intersecting boundary lines of adjoining subdivisions and parcels of property.
			<i>Commission Findings</i>	<i>This standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .6	A contour map of the subdivision with contour lines and a maximum interval of five feet (5') to show the configuration of the land based upon the United States geodetic survey data, or other data approved by the city engineer.
			<i>Commission Findings</i>	<i>This standard has been met. The Preliminary Plat indicates contour lines at 1 ft intervals.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I 7	The scaled location of existing buildings, water bodies and courses and location of the adjoining or immediately adjacent dedicated streets, roadways and easements, public and private.
			<i>Commission Findings</i>	<i>This standard has been met. The adjacent existing residences and existing adjacent streets are indicated. All existing and proposed easements are indicated.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .8	Boundary description and the area of the tract.
			<i>Commission Findings</i>	<i>The legal description appears on the proposed Preliminary Plat.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .9	Existing zoning of the tract.
			<i>Commission Findings</i>	<i>The Commission has added a condition of approval that the applicant add the zoning designation of the subject property, General Residential Low Density (GR-L), to the proposed plat.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .10	The proposed location of street rights of way, lots, and lot lines, easements, including all approximate dimensions, and including all proposed lot and block numbering and proposed street names.
			<i>Commission Findings</i>	<i>No new streets are proposed. The dimensions of proposed Sublots 1 and 2 are indicated on the plat. The access and utility easement to access Sublot 1 is indicated on the plat.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.I .11	The location, approximate size and proposed use of all land intended to be dedicated for public use or for common use of all future property owners within the proposed subdivision.
			<i>Commission Findings</i>	<i>No land for common or public use is required or proposed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .12	The location, size and type of sanitary and storm sewers, water mains, culverts and other surface or subsurface structures existing within or immediately adjacent to the proposed sanitary or storm sewers, water mains, and storage facilities, street improvements, street lighting, curbs, and gutters and all proposed utilities.
			<i>Commission Findings</i>	<i>The plat indicates the proposed locations of all utilities. No street improvements are proposed with this project.</i>
			16.04.030.I .13	The direction of drainage, flow and approximate grade of all streets.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Commission Findings	<i>N/A as no new streets are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.I .14	The location of all drainage canals and structures, the proposed method of disposing of runoff water, and the location and size of all drainage easements, whether they are located within or outside of the proposed plat.
			Commission Findings	<i>N/A as no new drainage canals or structures are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.I .15	All percolation tests and/or exploratory pit excavations required by state health authorities.
			Commission Findings	<i>This standard is not required.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .16	A copy of the provisions of the articles of incorporation and bylaws of homeowners' association and/or condominium declarations to be filed with the final plat of the subdivision.
			Commission Findings	<i>The applicant has submitted a draft Townhome Declaration with the Preliminary Plat application submittal.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .17	Vicinity map drawn to approximate scale showing the location of the proposed subdivision in reference to existing and/or proposed arterials and collector streets.
			Commission Findings	<i>A vicinity map is included on the plat.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .18	The boundaries of the floodplain, floodway and avalanche zoning district shall also be clearly delineated and marked on the preliminary plat.
			Commission Findings	<i>There is no floodplain or floodway on the subject property. While the site is within the Avalanche Overlay District, only a minimal portion in the northeast corner of the lot is located within the blue/moderate zone. The Commission has added a condition of approval that the applicant indicate the blue avalanche zone as specified in the 1977 Wilson Avalanche Study on the Preliminary Plat prior to forwarding the application to City Council for review.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.I .19	Building envelopes shall be shown on each lot, all or part of which is within a floodway, floodplain, or avalanche zone; or any lot that is adjacent to the Big Wood River, Trail Creek, or Warm Springs Creek; or any lot, a portion of which has a slope of twenty five percent (25%) or greater; or upon any lot which will be created adjacent to the intersection of two (2) or more streets.
			Commission Findings	<i>This standard does not apply to the proposed townhouse subdivision.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .20	Lot area of each lot.
			Commission Findings	<i>The area of each subplot is indicated on the plat.</i>
			16.04.030.I .21	Existing mature trees and established shrub masses.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Commission Findings	<i>No existing mature trees or established shrub masses are present on the subject site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .22	A current title report shall be provided at the time that the preliminary plat is filed with the administrator, together with a copy of the owner's recorded deed to such property.
			Commission Findings	<i>A current title report and a copy of the owner's recorded deed to the subject property were included in the Preliminary Plat application submittal.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .23	Three (3) copies of the preliminary plat shall be filed with the administrator.
			Commission Findings	<i>A digital copy for reproduction was submitted with the application. Therefore, The Planning & Building Department required only one (1) full size copy of the preliminary plat.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.A	Required Improvements: The improvements set forth in this section shall be shown on the preliminary plat and installed prior to approval of the final plat. Construction design plans shall be submitted and approved by the city engineer. All such improvements shall be in accordance with the comprehensive plan and constructed in compliance with construction standard specifications adopted by the city. Existing natural features which enhance the attractiveness of the subdivision and community, such as mature trees, watercourses, rock outcroppings, established shrub masses and historic areas, shall be preserved through design of the subdivision.
			Commission Findings	<i>Required improvements are indicated on the Preliminary Plat. The construction design plans were reviewed and approved through review of the Building Permit (B18-021).</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.B	Improvement Plans: Prior to approval of final plat by the commission, the subdivider shall file two (2) copies with the city engineer, and the city engineer shall approve construction plans for all improvements required in the proposed subdivision. Such plans shall be prepared by a civil engineer licensed in the state.
			Commission Findings	<i>Improvement Plans stamped by an Idaho licensed engineer were reviewed and approved through the Building Permit process.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.C	Prior to final plat approval, the subdivider shall have previously constructed all required improvements and secured a certificate of completion from the city engineer. However, in cases where the required improvements cannot be constructed due to weather conditions or other factors beyond the control of the subdivider, the city council may accept, in lieu of any or all of the required improvements, a performance bond filed with the city clerk to ensure actual construction of the required improvements as submitted and approved. Such performance bond shall be issued in an amount not less than one hundred fifty percent (150%) of the estimated costs of improvements as determined by the city engineer. In the event the improvements are not constructed within the time allowed by the city council (which shall be one year or less, depending upon the individual circumstances), the council may order the improvements installed at the expense of the subdivider and the surety. In the event the cost of installing the required improvements exceeds the amount of the bond, the subdivider shall be liable to the city for additional costs. The amount that the cost of installing the required improvements exceeds the amount of the performance bond shall automatically become a lien upon any and all property within the subdivision owned by the owner and/or subdivider.
			Commission Findings	<i>Construction of required improvements is not required at this time. The applicant is aware that this is a requirement prior to Final Plat approval.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.D	As Built Drawing: Prior to acceptance by the city council of any improvements installed by the subdivider, two (2) sets of as built plans and specifications, certified by the subdivider's engineer, shall be filed with the city engineer. Within ten (10) days after completion of improvements and submission of as built drawings, the city engineer shall certify the completion of the improvements and the acceptance of the improvements, and shall submit a copy of such certification to the administrator and the subdivider. If a performance

				bond has been filed, the administrator shall forward a copy of the certification to the city clerk. Thereafter, the city clerk shall release the performance bond upon application by the subdivider.
			Commission Findings	<i>The applicant is aware that this is a requirement for completion of the subdivision.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.E	<p>Monumentation: Following completion of construction of the required improvements and prior to certification of completion by the city engineer, certain land survey monuments shall be reset or verified by the subdivider's engineer or surveyor to still be in place. These monuments shall have the size, shape, and type of material as shown on the subdivision plat. The monuments shall be located as follows:</p> <ol style="list-style-type: none"> 1. All angle points in the exterior boundary of the plat. 2. All street intersections, points within and adjacent to the final plat. 3. All street corner lines ending at boundary line of final plat. 4. All angle points and points of curves on all streets. 5. The point of beginning of the subdivision plat description.
			Commission Findings	<i>The applicant is aware that this requirement shall be completed following construction.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.F	<p>Lot Requirements:</p> <ol style="list-style-type: none"> 1. Lot size, width, depth, shape and orientation and minimum building setback lines shall be in compliance with the zoning district in which the property is located and compatible with the location of the subdivision and the type of development, and preserve solar access to adjacent properties and buildings. 2. Whenever a proposed subdivision contains lot(s), in whole or in part, within the floodplain, or which contains land with a slope in excess of twenty five percent (25%), based upon natural contours, or creates corner lots at the intersection of two (2) or more streets, building envelopes shall be shown for the lot(s) so affected on the preliminary and final plats. The building envelopes shall be located in a manner designed to promote harmonious development of structures, minimize congestion of structures, and provide open space and solar access for each lot and structure. Also, building envelopes shall be located to promote access to the lots and maintenance of public utilities, to minimize cut and fill for roads and building foundations, and minimize adverse impact upon environment, watercourses and topographical features. Structures may only be built on buildable lots. Lots shall only be created that meet the definition of "lot, buildable" in section 16.04.020 of this chapter. Building envelopes shall be established outside of hillsides of twenty five percent (25%) and greater and outside of the floodway. A waiver to this standard may only be considered for the following: <ol style="list-style-type: none"> a. For lot line shifts of parcels that are entirely within slopes of twenty five percent (25%) or greater to create a reasonable building envelope, and mountain overlay design review standards and all other city requirements are met. b. For small, isolated pockets of twenty five percent (25%) or greater that are found to be in compliance with the purposes and standards of the mountain overlay district and this section. 3. Corner lots shall have a property line curve or corner of a minimum radius of twenty five feet (25') unless a longer radius is required to serve an existing or future use. 4. Side lot lines shall be within twenty degrees (20°) to a right angle or radial line to the street line. 5. Double frontage lots shall not be created. A planting strip shall be provided along the boundary line of lots adjacent to arterial streets or incompatible zoning districts. Should a double frontage lot(s) be created out of necessity, then such lot(s) shall be reversed frontage lot(s). 6. Minimum lot sizes in all cases shall be reversed frontage lot(s).

				7. Every lot in a subdivision shall have a minimum of twenty feet (20') of frontage on a dedicated public street or legal access via an easement of twenty feet (20') or greater in width. Easement shall be recorded in the office of the Blaine County recorder prior to or in conjunction with recordation of the final plat.
			Commission Findings	<i>Standard #1 has been met. Standard #2 is not applicable as the Preliminary Plat does not create any new corner lots (existing Lot 3 is a corner lot). Standard #3 is not applicable as Lot 3 is an existing corner lot. Standards #4-6 are not applicable. Standard #7 has been met with the proposed access and utility easement. This easement is incorporated on the Preliminary Plat and will be included on the Final Plat.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.G	<p>G. Block Requirements: The length, width and shape of blocks within a proposed subdivision shall conform to the following requirements:</p> <ol style="list-style-type: none"> 1. No block shall be longer than one thousand two hundred feet (1,200'), nor less than four hundred feet (400') between the street intersections, and shall have sufficient depth to provide for two (2) tiers of lots. 2. Blocks shall be laid out in such a manner as to comply with the lot requirements. 3. The layout of blocks shall take into consideration the natural topography of the land to promote access within the subdivision and minimize cuts and fills for roads and minimize adverse impact on environment, watercourses and topographical features. 4. Corner lots shall contain a building envelope outside of a seventy five foot (75') radius from the intersection of the streets.
			Commission Findings	<i>This application does not create a new block. This requirement is not applicable.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H	<p>Street Improvement Requirements:</p> <ol style="list-style-type: none"> 1. The arrangement, character, extent, width, grade and location of all streets put in the proposed subdivision shall conform to the comprehensive plan and shall be considered in their relation to existing and planned streets, topography, public convenience and safety, and the proposed uses of the land; 2. All streets shall be constructed to meet or exceed the criteria and standards set forth in chapter 12.04 of this code, and all other applicable ordinances, resolutions or regulations of the city or any other governmental entity having jurisdiction, now existing or adopted, amended or codified; 3. Where a subdivision abuts or contains an existing or proposed arterial street, railroad or limited access highway right of way, the council may require a frontage street, planting strip, or similar design features; 4. Streets may be required to provide access to adjoining lands and provide proper traffic circulation through existing or future neighborhoods; 5. Street grades shall not be less than three-tenths percent (0.3%) and not more than seven percent (7%) so as to provide safe movement of traffic and emergency vehicles in all weather and to provide for adequate drainage and snow plowing; 6. In general, partial dedications shall not be permitted, however, the council may accept a partial street dedication when such a street forms a boundary of the proposed subdivision and is deemed necessary for the orderly development of the neighborhood, and provided the council finds it practical to require the dedication of the remainder of the right of way when the adjoining property is subdivided. When a partial street exists adjoining the proposed subdivision, the remainder of the right of way shall be dedicated; 7. Dead end streets may be permitted only when such street terminates at the boundary of a subdivision and is necessary for the development of the subdivision or the future development of the adjacent property. When such a dead end street serves more than two (2) lots, a temporary turnaround

				<p>easement shall be provided, which easement shall revert to the adjacent lots when the street is extended;</p> <p>8. A cul-de-sac, court or similar type street shall be permitted only when necessary to the development of the subdivision, and provided, that no such street shall have a maximum length greater than four hundred feet (400') from entrance to center of turnaround, and all cul-de-sacs shall have a minimum turnaround radius of sixty feet (60') at the property line and not less than forty five feet (45') at the curb line;</p> <p>9. Streets shall be planned to intersect as nearly as possible at right angles, but in no event at less than seventy degrees (70°);</p> <p>10. Where any street deflects an angle of ten degrees (10°) or more, a connecting curve shall be required having a minimum centerline radius of three hundred feet (300') for arterial and collector streets, and one hundred twenty five feet (125') for minor streets;</p> <p>11. Streets with centerline offsets of less than one hundred twenty five feet (125') shall be prohibited;</p> <p>12. A tangent of at least one hundred feet (100') long shall be introduced between reverse curves on arterial and collector streets;</p> <p>13. Proposed streets which are a continuation of an existing street shall be given the same names as the existing street. All new street names shall not duplicate or be confused with the names of existing streets within Blaine County, Idaho. The subdivider shall obtain approval of all street names within the proposed subdivision from the commission before submitting same to council for preliminary plat approval;</p> <p>14. Street alignment design shall follow natural terrain contours to result in safe streets, usable lots, and minimum cuts and fills;</p> <p>15. Street patterns of residential areas shall be designed to create areas free of through traffic, but readily accessible to adjacent collector and arterial streets;</p> <p>16. Reserve planting strips controlling access to public streets shall be permitted under conditions specified and shown on the final plat, and all landscaping and irrigation systems shall be installed as required improvements by the subdivider;</p> <p>17. In general, the centerline of a street shall coincide with the centerline of the street right of way, and all crosswalk markings shall be installed by the subdivider as a required improvement;</p> <p>18. Street lighting may be required by the commission or council where appropriate and shall be installed by the subdivider as a requirement improvement;</p> <p>19. Private streets may be allowed upon recommendation by the commission and approval by the council. Private streets shall be constructed to meet the design standards specified in subsection H2 of this section;</p> <p>20. Street signs shall be installed by the subdivider as a required improvement of a type and design approved by the administrator and shall be consistent with the type and design of existing street signs elsewhere in the city;</p> <p>21. Whenever a proposed subdivision requires construction of a new bridge, or will create substantial additional traffic which will require construction of a new bridge or improvement of an existing bridge, such construction or improvement shall be a required improvement by the subdivider. Such construction or improvement shall be in accordance with adopted standard specifications;</p> <p>22. Sidewalks, curbs and gutters may be a required improvement installed by the subdivider; and</p> <p>23. Gates are prohibited on private roads and parking access/entranceways, private driveways accessing more than one single-family dwelling unit and one accessory dwelling unit, and public rights of way unless approved by the city council.</p>
			<p>Commission Findings</p>	<p><i>This proposal does not create a new street. These standards are not applicable.</i></p>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.I	<p>Alley Improvement Requirements: Alleys shall be provided in business, commercial and light industrial zoning districts. The width of an alley shall be not less than twenty feet (20'). Alley intersections and sharp changes in alignment shall be avoided, but where necessary, corners shall be provided to permit safe vehicular movement. Dead end alleys shall be prohibited. Improvement of alleys shall be done by the subdivider as required improvement and in conformance with design standards specified in subsection H2 of this section.</p>
			Commission Findings	<i>This proposal does not create a new alley. This standard is not applicable.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.J	<p>Required Easements: Easements, as set forth in this subsection, shall be required for location of utilities and other public services, to provide adequate pedestrian circulation and access to public waterways and lands.</p> <ol style="list-style-type: none"> 1. A public utility easement at least ten feet (10') in width shall be required within the street right of way boundaries of all private streets. A public utility easement at least five feet (5') in width shall be required within property boundaries adjacent to Warm Springs Road and within any other property boundary as determined by the city engineer to be necessary for the provision of adequate public utilities. 2. Where a subdivision contains or borders on a watercourse, drainageway, channel or stream, an easement shall be required of sufficient width to contain such watercourse and provide access for private maintenance and/or reconstruction of such watercourse. 3. All subdivisions which border the Big Wood River, Trail Creek and Warm Springs Creek shall dedicate a ten foot (10') fish and nature study easement along the riverbank. Furthermore, the council shall require, in appropriate areas, an easement providing access through the subdivision to the bank as a sportsman's access. These easement requirements are minimum standards, and in appropriate cases where a subdivision abuts a portion of the river adjacent to an existing pedestrian easement, the council may require an extension of that easement along the portion of the riverbank which runs through the proposed subdivision. 4. All subdivisions which border on the Big Wood River, Trail Creek and Warm Springs Creek shall dedicate a twenty five foot (25') scenic easement upon which no permanent structure shall be built in order to protect the natural vegetation and wildlife along the riverbank and to protect structures from damage or loss due to riverbank erosion. 5. No ditch, pipe or structure for irrigation water or irrigation wastewater shall be constructed, rerouted or changed in the course of planning for or constructing required improvements within a proposed subdivision unless same has first been approved in writing by the ditch company or property owner holding the water rights. A written copy of such approval shall be filed as part of required improvement construction plans. 6. Nonvehicular transportation system easements including pedestrian walkways, bike paths, equestrian paths, and similar easements shall be dedicated by the subdivider to provide an adequate nonvehicular transportation system throughout the city.
			Commission Findings	<i>The Preliminary Plat contains a utility easement, which coincides with the access easement. Standards #1-6 are not applicable.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.K	<p>Sanitary Sewage Disposal Improvements: Central sanitary sewer systems shall be installed in all subdivisions and connected to the Ketchum sewage treatment system as a required improvement by the subdivider. Construction plans and specifications for central sanitary sewer extension shall be prepared by the subdivider and approved by the city engineer, council and Idaho health department prior to final plat approval. In the event that the sanitary sewage system of a subdivision cannot connect to the existing public sewage system,</p>

				alternative provisions for sewage disposal in accordance with the requirements of the Idaho department of health and the council may be constructed on a temporary basis until such time as connection to the public sewage system is possible. In considering such alternative provisions, the council may require an increase in the minimum lot size and may impose any other reasonable requirements which it deems necessary to protect public health, safety and welfare.
			Commission Findings	<i>This standard has been met by indicating the proposed service connections to the sewer main that is located in the Aspen Drive right-of-way.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.L	Water System Improvements: A central domestic water distribution system shall be installed in all subdivisions by the subdivider as a required improvement. The subdivider shall also be required to locate and install an adequate number of fire hydrants within the proposed subdivision according to specifications and requirements of the city under the supervision of the Ketchum fire department and other regulatory agencies having jurisdiction. Furthermore, the central water system shall have sufficient flow for domestic use and adequate fire flow. All such water systems installed shall be looped extensions, and no dead end systems shall be permitted. All water systems shall be connected to the municipal water system and shall meet the standards of the following agencies: Idaho department of public health, Idaho survey and rating bureau, district sanitarian, Idaho state public utilities commission, Idaho department of reclamation, and all requirements of the city.
			Commission Findings	<i>This standard has been met by indicating the proposed service connection to the municipal water main that is located within the Fir Drive right-of-way.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.M	Planting Strip Improvements: Planting strips shall be required improvements. When a predominantly residential subdivision is proposed for land adjoining incompatible uses or features such as highways, railroads, commercial or light industrial districts or off street parking areas, the subdivider shall provide planting strips to screen the view of such incompatible features. The subdivider shall submit a landscaping plan for such planting strip with the preliminary plat application, and the landscaping shall be a required improvement.
			Commission Findings	<i>This standard is not applicable.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.N	Cuts, Fills, And Grading Improvements: Proposed subdivisions shall be carefully planned to be compatible with natural topography, soil conditions, geology and hydrology of the site, as well as to minimize cuts, fills, alterations of topography, streams, drainage channels, and disruption of soils and vegetation. The design criteria shall include the following: 1. A preliminary soil report prepared by a qualified engineer may be required by the commission and/or council as part of the preliminary plat application. 2. Preliminary grading plan prepared by a civil engineer shall be submitted as part of all preliminary plat applications. Such plan shall contain the following information: a. Proposed contours at a maximum of five foot (5') contour intervals. b. Cut and fill banks in pad elevations. c. Drainage patterns. d. Areas where trees and/or natural vegetation will be preserved. e. Location of all street and utility improvements including driveways to building envelopes. f. Any other information which may reasonably be required by the administrator, commission or council to adequately review the affect of the proposed improvements. 3. Grading shall be designed to blend with natural landforms and to minimize the necessity of padding or terracing of building sites, excavation for foundations, and minimize the necessity of cuts and fills for streets and driveways.

				<p>4. Areas within a subdivision which are not well suited for development because of existing soil conditions, steepness of slope, geology or hydrology shall be allocated for open space for the benefit of future property owners within the subdivision.</p> <p>5. Where existing soils and vegetation are disrupted by subdivision development, provision shall be made by the subdivider for revegetation of disturbed areas with perennial vegetation sufficient to stabilize the soil upon completion of the construction. Until such times as such revegetation has been installed and established, the subdivider shall maintain and protect all disturbed surfaces from erosion.</p> <p>6. Where cuts, fills, or other excavations are necessary, the following development standards shall apply:</p> <ul style="list-style-type: none"> a. Fill areas shall be prepared by removing all organic material detrimental to proper compaction for soil stability. b. Fills shall be compacted to at least ninety five percent (95%) of maximum density as determined by AASHO T99 (American Association of State Highway Officials) and ASTM D698 (American standard testing methods). c. Cut slopes shall be no steeper than two horizontal to one vertical (2:1). Subsurface drainage shall be provided as necessary for stability. d. Fill slopes shall be no steeper than three horizontal to one vertical (3:1). Neither cut nor fill slopes shall be located on natural slopes of three to one (3:1) or steeper, or where fill slope toes out within twelve feet (12') horizontally of the top and existing or planned cut slope. e. Toes of cut and fill slopes shall be set back from property boundaries a distance of three feet (3'), plus one-fifth (1/5) of the height of the cut or the fill, but may not exceed a horizontal distance of ten feet (10'); tops and toes of cut and fill slopes shall be set back from structures at a distance of at least six feet (6'), plus one-fifth (1/5) of the height of the cut or the fill. Additional setback distances shall be provided as necessary to accommodate drainage features and drainage structures.
			Commission Findings	<i>This is a small-scale subdivision to divide an existing lot within an existing subdivision into two sublots. These standards are not applicable. The only grading that will occur is related to the construction of the proposed duplex.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.O	Drainage Improvements: The subdivider shall submit with the preliminary plat application such maps, profiles, and other data prepared by an engineer to indicate the proper drainage of the surface water to natural drainage courses or storm drains, existing or proposed. The location and width of the natural drainage courses shall be shown as an easement common to all owners within the subdivision and the city on the preliminary and final plat. All natural drainage courses shall be left undisturbed or be improved in a manner that will increase the operating efficiency of the channel without overloading its capacity. An adequate storm and surface drainage system shall be a required improvement in all subdivisions and shall be installed by the subdivider. Culverts shall be required where all water or drainage courses intersect with streets, driveways or improved public easements and shall extend across and under the entire improved width including shoulders.
			Commission Findings	<i>This Preliminary Plat application is for the subdivision of an existing lot within an existing subdivision that has frontage on existing streets. No new streets are proposed and no significant alteration to topography, other than as required for the construction of the townhouse units, are proposed with this application. Drainage Plans for the proposed development were reviewed and approved through Design Review P18-018 and Building Permit B18-021.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.P	Utilities: In addition to the terms mentioned in this section, all utilities including, but not limited to, electricity, natural gas, telephone and cable services shall be installed underground as a required improvement by the subdivider. Adequate

				provision for expansion of such services within the subdivision or to adjacent lands including installation of conduit pipe across and underneath streets shall be installed by the subdivider prior to construction of street improvements.
			Commission Findings	<i>The applicant is aware of this requirement and will connect to existing utilities prior to Final Plat.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.Q	Off Site Improvements: Where the offsite impact of a proposed subdivision is found by the commission or council to create substantial additional traffic, improvements to alleviate that impact may be required of the subdivider prior to final plat approval, including, but not limited to, bridges, intersections, roads, traffic control devices, water mains and facilities, and sewer mains and facilities.
			Commission Findings	<i>No off-site improvements are required.</i>

CONCLUSIONS OF LAW

1. The City of Ketchum is a municipal corporation organized under Article XII of the Idaho Constitution and the laws of the State of Idaho, Title 50, Idaho Code;
2. Under Chapter 65, Title 67, of the Idaho Code the City has passed a subdivision ordinance, Title 16;
3. The City of Ketchum Planning Department provided adequate notice of the time, place, and summary of the applicant's proposal to be heard by the Commission for review of this application during a public hearing;
4. The Commission has authority to hear the applicant's Preliminary Plat Application pursuant to Chapter 16.04 of Ketchum Code Title 16;
5. The project **does** meet the standards of approval under Chapter 16.04 of Subdivision Code Title 16.

DECISION

THEREFORE, the Ketchum Planning and Zoning Commission **recommends approval to City Council** of this Preliminary Plat application this Monday, June 25th, 2018 subject to the following conditions:

1. The Townhome Declaration shall be simultaneously recorded with the final plat. The City will not now, nor in the future, determine the validity of the Townhome Declaration.
2. The Access & Utility Easement shall be simultaneously recorded with the final plat.
3. The failure to obtain Final Plat approval by the Council, of an approved preliminary plat, within one (1) year after approval by the Council shall cause all approvals of said preliminary plat to be null and void.
4. The recorded plat shall show a minimum of two Blaine County Survey Control Monuments with ties to the property and an inverse between the two monuments. The Survey Control Monuments shall be clearly identified on the face of the map.
5. An electronic CAD file shall be submitted to the City of Ketchum prior to final plat signature by the City Clerk. The electronic CAD file shall be submitted to the Blaine County Recorder's office concurrent with the recording of the Plat containing the following minimum data:

- a. Line work delineating all parcels and roadways on a CAD layer/level designated as “parcel”;
 - b. Line work delineating all roadway centerlines on a CAD layer/level designated as “road”; and,
 - c. Line work that reflects the ties and inverses for the Survey Control Monuments shown on the face of the Plat shall be shown on a CAD layer/level designated as “control.”
6. All information within the electronic file shall be oriented and scaled to Grid per the Idaho State Plane Coordinate System, Central Zone, NAD1983 (1992), U.S. Survey Feet, using the Blaine County Survey Control Network. Electronic CAD files shall be submitted in a “.dwg”, “.dgn” or “.shp” format and shall be submitted digitally to the City on a compact disc. When the endpoints of the lines submitted are indicated as coincidental with another line, the CAD line endpoints shall be separated by no greater than 0.0001 drawing units.
 7. The applicant shall provide a copy of the recorded final plat to the Department of Planning and Building for the official file on the application.
 8. All requirements of the Fire, Utility, Building, Planning, and Public Works departments of the City of Ketchum shall be met. All public improvements shall meet the requirements of the Public Works Department.
 9. The final plat shall not be signed by the City Clerk and recorded until the townhouse has received:
 - a. A Certificate of Occupancy issued by the City of Ketchum; and,
 - b. Completion of all design review elements as approved by the Planning and Zoning Administrator.
 10. The Council may accept a security agreement for any design review elements not completed on a case by case basis pursuant to Section 17.96.120.
 11. The applicant shall incorporate the following changes to the Preliminary Plat prior to forwarding the application to the City Council for review: 1) The applicant shall specify that the proposed subdivision is located in Lot 3, Block 3, of Warm Springs Subdivision Third Addition on the Preliminary Plat; 2) The applicant shall add the zoning designation of the subject property, General Residential Low Density on the Preliminary Plat; 3) The applicant shall indicate the blue avalanche zone as specified in the 1977 Wilson Avalanche Study on the Preliminary Plat; and 4) The applicant shall label the garages for both townhome units on the Preliminary Plat.
 12. Prior to forwarding the Preliminary Plat to City Council for review, the applicant shall add a plat note stating that, “No further building coverage, including decks 30” above grade and accessory structures, will be permitted on either Sublot 1 or Sublot 2 unless the combined lot coverage for Lot 3, Block 3, Warm Springs Village Subdivision 3rd Addition is less than 35%.”

Findings of Fact **adopted** this 9th day of July, 2018

Jeff Lamoureux
Chair
Planning and Zoning Commission



City of Ketchum
Planning & Building

IN RE:)	
)	
Ketch Housing Development Design Review)	KETCHUM PLANNING AND ZONING COMMISSION
Design Review)	FINDINGS OF FACT, CONCLUSIONS OF LAW, AND
Date: July 9, 2018)	DECISION
)	
File Number: 18-076)	

BACKGROUND FACTS

PROJECT: WDC Ketch Housing Development Design Review

FILE NUMBER: #18-076

OWNERS: Ketchum PDX LLC

REPRESENTATIVE: Gene Bolante, Studio 3 Architecture

REQUEST: Design Review of a two-story residential building containing 18 apartment units.

LOCATION: 560 N. 1st Avenue (Lot 6, Block 35, Ketchum Townsite)

NOTICE: Notice was mailed to property owners within a 300 ft radius of the subject property and published in the Idaho Mountain Express on June 6, 2018.

ZONING: Community Core (CC) & Sub-District C, Urban Residential

BACKGROUND:

WDC Properties of Portland, OR, represented by Gene Bolante, AIA, Studio 3 Architecture, of Salem, OR, submitted a Pre-Application Design Review application for a new two-story, 18 unit multi-family development to be located at 560 N. 1st Ave. in the Community Core, subdistrict C – Urban Residential. At the time of Pre-Application Design Review the proposal was to include 20 apartments; the project has been scaled back to include 18 apartments. The first floor will contain 12 alcove-studio units, the second floor will contain two 1-bedroom units and four 2-bedroom units. Alcoves range from 225 to 300 square feet, 1 bedrooms are proposed to be 290 square feet and 2 bedrooms are proposed to be 585 square feet. The applicant intends to designate up to four units for affordable housing. The applicant’s development timeline includes breaking ground this year.

The Planning and Zoning Commission conducted a site visit and reviewed the Pre-Application Design Review for the WDC Ketch Housing Development Project at the regular meeting of May 14th, 2018.

ANALYSIS:

Analysis of the application is provided in Tables 1-4 including the project’s compliance with the City Department comments, Community Core (CC) Zoning District requirements, Design Review standards, and other provisions of Ketchum City Code.

FINDINGS OF FACT

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 <i>Staff Comments</i>	
<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 to staff report.	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Streets: 1. Right-of-way improvements will be required in the alley and on 1 st Avenue. 2. The site must maintain its own drainage.	
<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 applicant proposes to change the elevation of the alley the KSW main will have to be lowered to a 6 ft depth. 2. The applicant should address how the project will be metered for water; the configuration of water metering will affect impact fees. 3. Applicant should address whether the project will have fire sprinklers. 4. 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) Permitted Gross FAR: 1.0	

				<p>Permitted FAR with Community Housing requirements satisfied: 2.25</p> <p>Proposed: Gross floor area: 7,750 square feet</p> <p>Proposed FAR: FAR: 7,580 gross square feet / 5,506 square foot lot = 1.376</p> <p>2,074 square feet over the 5,506 permitted by right.</p> <p>The applicant is aware than an exceedance agreement for the FAR overage will be required. The applicant would be required to develop 353 square feet of Community Housing on site or to pay a fee in-lieu of construction of \$84,014 (353 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.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Minimum Building Setbacks
			Staff Comments	<p>Required: Front (1st Ave – south facade): 5’ average Side (adjacent to existing development - east facade): 0’ Side (adjacent to vacant lot – west facade): 0’ Rear (alley – north facade): 3’</p> <p>Proposed: Front (1st Ave – south facade): 11’-3” Side (adjacent to existing development - east facade): 5’-4” Side (adjacent to vacant lot – west facade): 3’ Rear (alley – north facade): 3’-6”</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Building Height
			Staff Comments	<p>Maximum Permitted: 42’ Proposed: 27’-8”</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.030.H	Curb Cut
			Staff Comments	<p>Required: A total of 35% of the linear footage of any street frontage can be devoted to access to off street parking. Proposed: No curb cut is proposed. The applicant is not proposing on-site parking with this project.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.40.B	Parking Spaces
			Staff Comments	<p>Residential multiple-family dwelling within the Community Core (CC) District and the Tourist (T), Tourist 3000 (T-3000), and Tourist 4000 (T-4000):</p> <p>Units 750 square feet or less - 0 spaces</p> <p>Proposed: The applicant is proposing 20 residential dwelling units. The project is located in the Community Core. All proposed units are under 750 square feet. No parkin spaces are required.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.020	Zoning Matrix
			Staff Comments	<p>Multiple family dwellings are permitted in the Community Core, Subdistrict C, and dwellings may occupy the ground floor in this subdistrict.</p> <p>17.08.020 – Definitions Dwelling, Multiple Family: A building, under single or multiple ownership, containing two (2) or more dwelling units used for residential occupancy.</p>

				<i>The applicant is proposing an 18-unit multi-family development.</i>
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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 <i>Staff Comments</i>
<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 has frontage along N. 1st Avenue. This standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 required.</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>The property has street frontage along N. 1st Avenue and there is not currently an existing sidewalk in front of the property. The applicant proposes to construct a new sidewalk for the entirety of the 55' linear feet of the property that is adjacent to N. 1st Avenue.</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>The applicant is proposing an 8' wide sidewalk, which meets the city's right-of-way standards. The street-fronting edge of the sidewalk will align with the existing sidewalk on the neighboring property to the south, which is 5'. In order to accommodate 8' in sidewalk width the applicant is proposing to construct 3' of the width on their private property and to record an access easement so that the full 8' is accessible by the public.</i> <i>The proposed design has been reviewed with the Streets Department and approved.</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: <ul 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 checked="" type="checkbox"/>	<input 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>The property has street frontage along N. 1st Avenue and there is not currently an existing sidewalk in front of the property. The applicant proposes to construct a new sidewalk for the entirety of the 55' linear feet of the property that is adjacent to N. 1st Avenue.</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>The proposed sidewalk connects to the existing sidewalk located in front of the adjacent property to the south. An on-site sidewalk wraps around the north and south sides of the proposed building. The applicant owns the adjacent property to the north</i>

				<i>and is proposing a 6' wide sidewalk on the north side of the building with 3' on the subject property and 3' on the property to the north. Staff recommends constructing the full 6' width at this time in order to provide safe pedestrian access around the building. The on-site sidewalk on the south side of the building is 5'4" in width.</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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(1)	All storm water shall be retained on site.
			<i>Staff Comments</i>	<i>The applicant has submitted civil plans that indicate drainage infrastructure designed to retain all storm water on site.</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>The applicant has submitted civil plans that indicate drainage infrastructure designed to retain all storm water on site.</i>
<input checked="" type="checkbox"/>	<input 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>The City Engineer has not yet reviewed the drainage plans. Drainage plans will be reviewed prior to issuance of Building Permit and revised if necessary.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(4)	Drainage facilities shall be constructed per City standards.
			<i>Staff Comments</i>	<i>Proposed drainage facilities, a drywell and catch basin, have been designed to city standards.</i>
<input checked="" type="checkbox"/>	<input 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>The applicant is aware of this requirement and proposes to extend all required utilities.</i>
<input checked="" type="checkbox"/>	<input 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>All on-site utilities will be located underground.</i>
<input checked="" type="checkbox"/>	<input 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>The applicant is aware of this requirement. Staff spoke with the Civil Engineer for the applicant and location of a fiber line to serve the project will be identified.</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 proposed color scheme has been revised from the Pre-Application Design Review proposal.</i> <i>The siding has been revised to be wood siding. Colors now consist of consist of two warm, terracotta/rust hues and a light, natural wood. The cement fiber elements remain painted in a dark gray color. The proposed balconies will be steel framed and clad in 2 x 6 cedar. Cedar, or hardi-board painted in the same tone, are now proposed for corner boards at each corner of the building (see Elevation Drawings, Sheets A 2.11 and A. 2.12). These warm earth tones remain complementary to the adjacent 3-story building to the south, which is primarily light grey in color. Other buildings in the vicinity have muted earth tone hues.</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 are accessed from the on-site sidewalks and the on-site sidewalks connect directly to the sidewalk adjacent to N. 1st Ave.</i> <i>The second-floor units are accessed from an internal hallway. Access to the hallway is provided through an entryway on the N. 1st Avenue street fronting façade; the entry leads to a staircase occupants will use to reach the second floor. An on-site sidewalk will connect directly from the first-floor entry door to the right-of-way sidewalk.</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 clearly defined through the alternating pattern of horizontal siding, a repeating array of windows and doors, the use of second floor balconies, the substantially wide parapet wall and band differentiating between the first and second floors of the same painted fiber cement paneling, the use of the same fiber cement paneling to create a vertical element on the front façade and a complementary element along the bottom of the front façade, and the use of a complementary secondary cornice roofline at the eastern ends of the side facades that wraps around the rear facade.</i> <i>The first and second floor floorplates are differentiated by a horizontal cement fiber board element 1' wide and the second floor balconies that are present on the north, south, and west facades.</i> <i>The character of the building is also defined by the substantial amount of glazing, which is used on both doors and windows for each residential unit.</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 proposed materials and colors satisfy this requirement as the use of painted fiber cement paneling, painted and natural wood siding, windows with transoms, and doors with transoms are used on all four facades of the building. Additionally, the same color scheme of dark grey, terracotta/rust, and natural wood is used on all four sides of the building. Signing for the development has not yet been proposed but will be required to complement the proposed 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.</i> <i>Landscaping features complement the principal 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>While the main mass of the building is primarily rectangular building undulates in alignment with the layout of the proposed units. The appearance of undulation is augmented by the change in color of the wood siding.</i> <i>Additionally, the second-floor balconies and the 4' parapet wall combined with the roof's overhand reduce the appearance of bulk and flatness.</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>The building orients toward N. 1st Avenue, which is the only street-fronting façade.</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>Sheet A 1.22 indicates the garbage storage area will be enclosed within the building. No satellite receivers are proposed.</i>

<input type="checkbox"/>	<input checked="" 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>There is an awning proposed over the main entry to the building, which provides weather protection for residents who will live in the six second story units.</i> <i>The doors to some, but not all, of the ground floor units are sheltered from weather by the balconies of the second floor units.</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>There is one proposed bicycle rack to be located at the front of the building (see sheet A 1.10, detail 8). No equestrian access is proposed or required.</i> <i>Proposed pedestrian accesses on the site connect to the proposed public sidewalk.</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 over 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>The applicant has proposed to include 3' of sidewalk of the required 8' sidewalk along N. 1st. Avenue to be on the subject property in order to align with the existing 5' sidewalk to the south and prevent an abrupt transition from 5' to 8' and the need to realign parking spaces. This allows existing vehicle circulation on N. 1st Ave. to continue as it is currently.</i> <i>The on-site sidewalks on the north and south sides of the building are 6' in width, sufficient for pedestrian circulation. The north side of the building has a sidewalk for the entire length. The south side of the building has a sidewalk that leads to a staircase to access the alley at the rear of the lot.</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 checked="" type="checkbox"/>	<input 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 provides access for garbage trucks, snowplows and emergency vehicles. N. 1st Ave. provides access for snowplows and emergency vehicles.</i>
<input checked="" type="checkbox"/>	<input 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 Civil Plan (sheet C1) indicates on-site pedestrian circulation is 860 square feet and 360 square feet for snow storage is provided (38%) in the landscaped yard located in the front of the building.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(H)(2)	Snow storage areas shall be provided on-site.
			<i>Staff Comments</i>	<i>The Civil Plan (sheet C1) indicates on-site pedestrian circulation is 860 square feet and 360 square feet for snow storage is provided (38%) in the landscaped yard located in the front of the building.</i>
<input checked="" type="checkbox"/>	<input 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>One snow storage area is 8'-6" x 20'-1" equal to approximately 170 square feet. The other is 8'-6" x 14'-8" equal to approximately 125 square feet.</i>

<input checked="" type="checkbox"/>	<input 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 proposed on-site snow storage.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(1)	Landscaping is required for all projects.
			<i>Staff Comments</i>	<i>The applicant proposes a landscaped yard 8'-6" in width at the front of the building as well as two street trees along 1st Avenue and shrub groupings. The proposed street trees and plant species shall be reviewed and approved by the City Arborist prior to issuance of a Building Permit for the project.</i>
<input checked="" type="checkbox"/>	<input 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>The proposed landscape enhances the building's front façade and complements the neighborhood. As indicated on Sheet L1 of the Design Review submittal, the applicant has proposed two Autumn Blaze Maple trees on along 1st Avenue. The applicant has also proposed shrub groupings comprised of Snowberry Bush, Goldflame Spirea, and Isanti Dogwood. The City Arborist shall review and approve the street trees and plantings prior to issuance of a Building Permit for the project.</i>
<input checked="" type="checkbox"/>	<input 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>The proposed street trees and shrub species are similar to established landscaping within the Community Core. The City Arborists shall review and approve the plant species prior to issuance of a Building Permit for the project.</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>The proposed street trees and shrub groupings provide a buffer from 1st Avenue as well as the alley.</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>A new sidewalk along N. 1st Ave. is required. Proposed amenities include a park bench. The final siting and design of the bench shall be reviewed and approved by the Streets Department prior to issuance of a Building Permit for the project.</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 <i>Staff Comments</i>
<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 proposed a park bench sited on the sidewalk within the 1st Avenue right-of-way. The final design and siting of the bench shall be reviewed and approved by the Streets Department prior to issuance of a Building Permit for the project.</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>The applicant has proposed two (2) 3" caliper Autumn Blaze Maple street trees on the sidewalk along 1st Avenue. The City Arborist shall review and approve the siting of the proposed street trees prior to issuance of a Building Permit for the project.</i>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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. The two side facades and the rear façade utilize the same vertical wood siding, horizontal fiber cement lap siding, and cement parapet wall as the front façade.</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>The proposed building is 100% residential.</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 proposed building is 100% residential.</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 primary roofline is a 4' wide parapet wall comprised of fiber cement paneling painted grey. A secondary roofline utilized on the front façade as a visual connection between the north and south sides of the building and along the rear façade and adjacent to the alley on the interior side facades is a fiber cement cornice. Both elements of the roof appear are hues of grey and complementary the grey fiber cement lap paneling and the sage and natural wood siding used on the facades of the building.</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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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>No roof overhangs over a public sidewalk are indicated in the site plan or rendering sheet.</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 and adjacent to the alley.</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. 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,</i>

				<i>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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 cluster of trees on site that are not required to be replaced as they are not significant trees.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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>The applicant has proposed two (2) Autumn Blaze Maple street trees. The City Arborist shall review and approve the siting and species of the proposed landscape prior to issuance of a Building Permit for the project.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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.</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 checked="" type="checkbox"/>	<input 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>The applicant has proposed two (2) Autumn Blaze Maple street trees as well as shrub groupings comprised of Snowberry Bush, Goldflame Spirea, and Isanti Dogwood. The City Arborist shall review and approve the siting and species of the proposed landscape prior to issuance of a Building Permit for the project.</i>
<input checked="" type="checkbox"/>	<input 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, one bicycle rack has been proposed, to be located at the front of the building.</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 checked="" type="checkbox"/>	<input 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>The bicycle rack is located at the front of the building.</i>

CONCLUSIONS OF LAW

1. The City of Ketchum is a municipal corporation organized under Article XII of the Idaho Constitution and the laws of the State of Idaho, Title 50, Idaho Code;
2. Under Chapter 65, Title 67 of the Idaho Code, the City has passed a land use and zoning code, Title 17;

3. The Commission has authority to hear the applicant's Design Review Application pursuant to Chapter 17.96 of Ketchum Code Title 17;
4. The City of Ketchum Planning and Building Department provided adequate notice for the review of this application; and
5. The project **does** meet the standards of approval under Chapter 17.96 of Zoning Code Title 17.

DECISION

THEREFORE, the Ketchum Planning and Zoning Commission **approves** this Design Review application this Monday, June 25th, 2018 subject to the following conditions:

1. This Design Review approval is based on the plans and information presented and approved at the meeting on the date noted herein. Building Permit plans must conform to the approved Design Review plans unless otherwise approved in writing by the Planning and Zoning Commission or Administrator. Any building or site discrepancies which do not conform to the approved plans will be subject to removal;
2. All building and fire code requirements as dictated by 2012 family of international codes shall apply to all construction onsite;
3. Per Title 17, Section 17.96.090: TERM OF APPROVAL: The term of design review approval shall be twelve (12) months from the date that findings of fact, conclusions of law and decision are adopted by the Commission or upon appeal, the date the approval is granted by the Council subject to changes in zoning regulations;
4. All Design Review elements shall be completed prior to final inspection/occupancy;
5. Any work in the right-of-way will require a right-of-way encroachment permit, reviewed and approved by the City before installation;
6. The applicant shall submit a revised lighting plan indicating exterior light fixtures that comply with all lighting standards per Ketchum Municipal Code §17.132.030. All exterior lighting on the property shall be in compliance with Ketchum Municipal Code, Chapter 17.132, Dark Skies, and approved prior the issuance of a Certificate of Occupancy;
7. The project shall comply with the requirements of §17.124.040 Development Standards as adopted on the date a Building Permit is submitted for the project;
8. As a voluntary contribution, in exchange for an increase in FAR, a total community housing contribution of 353 sq ft is required. At the time of Building Permit review, plans will be reviewed to verify FAR calculations and the community housing square footage. An exceedance agreement between the applicant and the City regarding the community housing contribution shall be signed prior to issuance of a Building Permit for the project;
9. All utilities standards shall be met prior to the issuance of a Building Permit, with an electricity transformer, if necessary, located on private property; and
10. In addition to the requirements set forth in this Design Review approval, this project shall comply with all applicable local, state, and federal laws.
11. The inclusion of a street tree, approved by the City Arborist and Streets Department, will be addressed prior to issuance of a Building Permit.

Findings of Fact **adopted** this 9th day of July, 2018

Jeff Lamoureux
Chairperson
Planning and Zoning Commission



Planning and Zoning

Special Meeting

~ Minutes ~

480 East Avenue North
Ketchum, ID 83340

<http://ketchumidaho.org/>

Maureen Puddicombe
Planning Technician

Tuesday, May 29, 2018

5:30 PM

Ketchum City Hall

1. 5:00 PM– SITE VISIT: Warfield Brewery, 280 N. Main Street (AM lot 3AA Blk 3)

2. 5:30 PM - CALL TO ORDER: City Hall, 480 East Avenue North, Ketchum, Idaho

1. Call to Order

The meeting was called to order at 5:30 PM by Chair Jeff Lamoureux. The meeting started with a site visit at the Warfield Brewery by Commissioners Jeff Lamoureux, Neil Morrow, and Kurt Eggers. Staff Brittany Skelton and Abby Rivin were present.

Attendee Name	Title	Status	Arrived
Jeff Lamoureux	Chair	Present	
Neil Morrow	Commissioner	Present	
Matthew Mead	Commissioner	Absent	
Kurt Eggers	Commissioner	Present	

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

Chairperson Jeff Lamoureux called for Public Comment. No comment was given.

4. PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF

a. Election of Vice-Chairperson

Jeff Lamoureux asked for nominations to replace Vice-Chairperson Erin Smith. Kurt Eggers nominated Neil Morrow as Vice-Chair.

Motion to elect Neil Morrow as Vice-Chairperson.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kurt Eggers, Commissioner
SECONDER:	Jeff Lamoureux, Chair
AYES:	Jeff Lamoureux, Neil Morrow, Kurt Eggers
ABSENT:	Matthew Mead

b. Warfield Distillery and Ale House: 280 N. Main Street (AM Lot 3AA, Blk 3, Ketchum) The Commission will hear public comment, consider and provide feedback on a Pre-Design Review Application for a Mixed-Use Building.

Associate Planner Abby Rivin presented the Pre-Application Design Review for the Warfield Distillery and Ale House. This is a Pre-Application Design Review for an addition to include

expanded distillery operations, a new tasting room, sales space and two residential units. Courtesy notices were sent for this meeting. Notices will also be sent out at the full Design Review. The project complies with the 2014 Comprehensive Plan and all zoning and dimensional standards. The gross square footage to calculate the parking requirement is 3,927 square feet, which would equal 4 parking spaces. The areas of the restaurant and residential units are exempt. The applicant is requesting a 25% reduction in the requirement through a Shared Parking Reduction Plan and Transportation Demand Management. Two on-site parking spaces are proposed. The two shared parking spaces are yet to be identified. Actions items include an Exceedance Agreement and specifications for the outdoor lighting fixtures. Staff recommends advancement of the project to full Design Review.

Chair Jeff Lamoureux asked how this project, having a manufacturing area, qualifies as a restaurant. Abby Rivin broke out the areas of dining and manufacturing. Since the product is sold in the same location as manufactured, it qualifies as a hybrid production facility.

Gretchen Wagner of Scape Studio presented the project highlighting the exteriors, lighting, the silo, and first and second and third floor plans. Chair Jeff Lamoureux asked for a breakdown on the parking calculation. Gretchen Wagner explained the basement, sales office, tasting room and restaurant areas are exempt. The housing units are also exempt from the calculation. The distillery and production areas were included in the calculations. Chair Jeff Lamoureux asked for consistency in terminology in the full Design Review.

Chair Jeff Lamoureux asked about the loading/unloading of raw materials. Owner Alex Buck spoke to the mechanics of moving the raw materials in and the finished goods out for both the brewery and distillery. He related how kegs would be shipped in the early morning about once or twice a month. The grain silo would be filled once every 2-3 months. The rest of the time the area would be available for parking. An estimated 90% of Warfield employees bus or bike to work. Troy Brown of Conrad Brothers pointed out the staging area will be at 200 Washington Ave.

Chair Jeff Lamoureux called for Public Comment. No public comment was given.

Neil Morrow pointed out the access to the residential units is not ADA Compliant. He felt the alley-side facade needs to be broken up. He suggested a review of the parking situation being shared with the loading/unloading area. Jeff Lamoureux said he felt the shared parking would be problematic to the business and was a stretch to meet the parking requirement. He also encouraged the applicant to review the parking plan. Planner Abby Rivin explained the shared parking spaces calculations and that the applicant still needs an agreement for shared parking. Neil Morrow pointed out the possibility of a different future use, which would limit the usability of the building and how the lack of parking would also negatively impact the neighbors. Jeff Lamoureux agreed the proposed parking plan is inadequate to meet the parking requirement. Commissioner Kurt Eggers agreed with Neil Morrow and Jeff Lamoureux that the parking plan needs work. Jeff Lamoureux thought the Commission should look at the Code and the parking exemption for basements. Kurt Eggers stated he liked the project but shared the same parking concerns. He felt Staff was too lenient in the interpretation of the Code. He also encouraged more bike parking for customers. Jeff Lamoureux pointed out the bike rack in the back does not meet the Code requirement of a bike rack. Gretchen Wagner asked the Commission for suggestions to increase bike parking. Neil Morrow suggested using an empty curb area for bike parking in the summer. Jeff Lamoureux suggested including increased bike parking into the Transportation Demand Management Plan so the applicant could take ownership of the bike parking in the summertime. Gretchen Wagner added this topic had been discussed with Staff, but it was an IDT issue. Jeff Lamoureux asked Staff to research how Hailey worked with IDT on this topic. Gretchen Wagner added the Streets Department was opposed to bump-outs at the corners due to snow-removal. Jeff Lamoureux suggested it only be used in the summer. Owner Alex Buck spoke to the applicant's perspective of contributing to increased vibrancy on Main Street, the viability of the distillery and planning for growth of the manufacturing. He requested leniency from the Commission on the parking requirement

to make the project successful. Neil Morrow feared for future parking issues by being lenient on this one project. Jeff Lamoureux likes the project as a whole but the parking requirement needs work. Neil Morrow agreed, just need to solve the parking issue. Kurt Eggers questioned the type of brick used and would like some clarification at the next Design Review. Gretchen Wagner replied they intend to remove the "bad, old" brick.

Motion to advance Warfield Distillery and Ale House to design review with suggestions as proposed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Commissioner
AYES:	Jeff Lamoureux, Neil Morrow, Kurt Eggers
ABSENT:	Matthew Mead

- c. **Zoning Code Amendment – Community Core retail square footage.** Continued from March 12, March 27th, April 9th, and May 14, 2018. The Commission will consider City-initiated amendments to Title 17, Section 17.12.040, Dimensional Standards – CC District Matrix, Section 17.12.010, Zoning Map Districts, and Section 17.12.020, District Use Matrix.

Senior Planner Brittany Skelton gave a review of the Zoning Code Amendment concerning retail square footage in the Community Core. She gave an overview of the research and Commission remarks from prior meetings. The current Staff Report focuses on individual tenant retail vs grouped tenant retail. Existing retail is 52,000 sq. ft. (Giacobbi Square) and 18,000 sq. ft. (Atkinson's). She looked at four chain retailers, from 7,000 sq. ft. to 200,000 sq. ft.. Dollar Stores (7,000 sq. ft.) and Target (17,000 sq. ft.) are developing smaller stores in urban areas. Staff recommends setting a number at 55,000 sq. ft. net leasable square footage for grouped retailers and 36,000 leasable square feet for a single retailer. Alternatively, set the size smaller at the size of a Ketchum Townsite lot at 5,500 or 11, 000 sq. ft. to fit the scale and character of Ketchum. If a lower number is decided, then existing businesses could be Grandfathered in. Could also be addressed by a Conditional Use Permit. She pointed out the need to update the definition of "Retail Trade". Staff recommends continuing to the next meeting but for the Commission to give direction.

Chair Jeff Lamoureux opened the floor to Public Comment.

Bob Crosby asked staff for confirmation of the area of Giacobbi Square.

Neil Morrow thought that Ketchum would not be seen as a good location for larger discount stores as the population too small yet is more affluent and doesn't fit the profile of their customer base. Jeff Lamoureux indicated he would keep the Code simple. Kurt Eggers thought he needed more background. Neil Morrow thought if the limit is 36,000 sq. ft. a Target might build here but felt the small population base would make it unlikely. Brittany Skelton confirmed that 36,000 sq. ft. as an upper number was agreeable and is unlikely to make Ketchum the target of a large chain. Jeff Lamoureux felt the Design Review codes could be strengthened to limit the large box stores.

Motion to continue the Zoning Code Amendment Community Core retail square footage to June 11, 2018.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow
SECONDER:	Kurt Eggers
AYES:	Jeff Lamoureux, Neil Morrow, Kurt Eggers
ABSENT:	Matthew Mead

- d. **Zoning Code Amendment – Residential Use in the Light Industrial Districts.** Continued from March 12, March 27th, April 9th, 2018, May 14, 2018. The Commission will consider City-initiated amendments to Title 17, Section 17.124.090, Residential, Light Industrial Districts, and Section 17.12.020, District Use Matrix.

Senior Planner Brittany Skelton gave the introduction to the Zoning Code amendment for Residential use in the Light Industrial area. Brittany Skelton related there was one public comment concerning small residential units opposing the no parking requirement for such units. The intent is to continue the discussion of the amendment and when an amendment is formulated, to hold a public hearing with prior noticing. Brittany Skelton discussed four maps: 1) Residential Occupancy Characteristics showing the area is predominately commercial in nature. 2) Underdeveloped Land where the value of the land exceeds the value of the structure occupying it. 3) Vacant Parcels are those parcels not paved. 4) The Light Industrial Area with Surrounding Zoning Districts including the presence of sidewalks. Brittany Skelton proposed additional maps of Age of Structure or Building Footprints to determine level of lot coverage. Future topics could cover first floor minimum heights, maximum residential percentage of a building, increased lot coverage, anti-nuisance provisions, permitting upper floor residences, encouraging long-term occupancy, building height maximum and sight lines. Areas of importance are: 1) Accessibility (bikes, cars, and walking) 2) Mitigating displacement of existing businesses and mountain town gentrification. 3) Impact Fees not dependent on the size of the residence. These topics are consistent with the Comprehensive Plan. Note that the plan is now 7 years old and can be amended if the Commission feels it is necessary.

Chair Jeff Lamoureux called for Public Comment.

Harry Griffith of Sun Valley Economic Development thought this it is a great initiative and complimented Brittany on her analysis. He noted he has been studying the LI changes for the last 2 years and has a lot of similar information from 2016. The character of the LI has changed, and we need to think about how to leverage those changes in a positive sense for the continued growth and evolution of the community. As it was in 2016, there are a lot of vacant parcels and underdeveloped parcels where the land value is substantially higher than the building. The change in the LI in his view is permanent and it is not going to be reversed. He noted there were 3,000 trade and construction jobs in the LI in 2006. That number has gone down to less than 2,000 and that is not coming back. A lot of those jobs have moved south for a variety of reasons, industrial land is cheaper, a variety of reasons and we think the changes that have occurred are permanent. He would support Ketchum's plans to rethink how to optimize zoning code and architectural and design restrictions to make this land more valuable to the whole of the community without impacting the character of the city or the underlying focus we have on construction and the trades.

William Glenn spoke as a tenant in the Light Industrial, also a property owner but never developed it. He feels it is important to maintain light industrial uses on the first floor and allow residential above. However, he thought the residential tenants should not be allowed to put limits (time, noise, etc.) on the working times of the industrial spaces. He noted we need the proximity of trades and services to the Ketchum population area. He urged the Commission to maintain the viability of the Light Industrial Zone.

David Hurd spoke in support of keeping the Light Industrial, but not opposed to residential above. There currently are no industrial spaces available for rent or purchase in the LI. He

sees a problem with the combination of residential units with small children in close proximity to trucks, fork lifts, etc. He thinks the Community School is a good project but questions the location. He urges the Commission to be mindful of replacing the Industrial Zone with affordable housing.

Bob Crosby, Sun Valley Board of Realtors, thought Ketchum has problems with housing and traffic, and would like to see development north of East Fork Road and Ketchum. He would like to see housing available at all price points. He thought Ketchum needs housing as much or more than we need Light Industrial.

Jacob Tyler, manager of the Scott-Northwood Building, wanted to add some information: The first floor is 50% occupied due to the owner not wanting to rent long-term as the building is for sale. The 2nd floor is a mix of affordable-housing and full-price residential units. All affordable-housing units are occupied full-time. Six units are on the 3rd floor with about 50% full-time occupants. He agrees housing is an issue. This building has not compromised the purpose of the LI with the addition of housing units. It is an example of how it can work with industrial on the first floor and affordable housing above. He agrees once the LI is gone, it will not come back.

Chair Jeff Lamoureux closed Public Comments.

John Gaeddert pointed out the 4 goals to retain the LI as it is an amazing resource and a valuable asset to the community. Doesn't want to see residential at the expense of the LI. 1) Maintain the vitality of the Light Industrial. 2) Minimum 1st floor heights to encourage a variety of businesses. 3) Limits on retail in LI. 4) Minimize conflicts between businesses and residents.

Jeff Lamoureux asked about noise ordinances to allow work and yet shield it from resident complaints. Neil Morrow noted the "quiet enjoyment" of property would not apply. He agrees with protecting the Industrial. He thought the LI 3 could be OK for residential as it is close to the neighborhood and bus stop.

John Gaeddert added what about unit size increase if residences include children. Would live/work allow condominiumize of 1st and 2nd floor as a single unit for live/work. Fire department needs to approve increased height. Staff will be doing analysis of areas at 10th and Warm Springs and Lewis and Warm Springs with the introduction of the new Fire station. He proposed presenting this topic each meeting for more in-depth information and when ready, notice for public comment.

Jeff Lamoureux asked for a compilation of verbal as well as written Public Comment in a file for future reference. Could it be made part of the packets?

Kurt Eggers likes the taller 1st floor and some residential space. A residential component can promote viability and housing options. He supports the live/work type of space. Need to look at every opportunity for housing for the Community.

Motion to continue Zoning Code Amendment – Residential Use in the Light Industrial Districts to June 11, 2018.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Commissioner
SECONDER:	Kurt Eggers
AYES:	Jeff Lamoureux, Neil Morrow, Kurt Eggers
ABSENT:	Matthew Mead

5. CONSENT CALENDAR

Chair Jeff Lamoureux called for comment on the Consent Calendar. No comments were given.

- a. **Minutes:** April 9, 2018, May 14, 2018
- b. **Findings of Fact and Conclusions of Law for 231 E. Sun Valley Road Condos Subdivision.**
- c. **Findings of Fact and Conclusions of Law for Briscoe and Associates Conditional Use Permit.**

Motion to approve consent calendar in total.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Commissioner
SECONDER:	Kurt Eggers
AYES:	Jeff Lamoureux, Neil Morrow, Kurt Eggers
ABSENT:	Matthew Mead

6. FUTURE PROJECTS AND NOTICING REQUIREMENTS

Brittany Skelton reported the following items are on the agenda for the June 11, 2018 Planning and Zoning Commission meeting:

- 1) A Subdivision Application for a flag lot on River Run Drive.
- 2) The Sundali Re-Zone on the lot currently GR-L and Tourist.
- 3) Continuation of the Zoning Code Amendments for residential use in the Light Industrial and the standards for Community Core retail establishments.
- 4) The Warfield for Design Review on June 11 or the special meeting on June 25.
- 5) Anticipating a Pre-Application Design Review for a Mountain Overlay for an existing house for a people-mover system. This will have a site visit.

The following items are on the agenda for the June 25th Special Meeting:

- 1) A Text Amendment for Live/Work space in the Light Industrial Zone.
- 2) Design Review for Ketch.
- 3) The 2 continuing text amendments.

Jeff asked for notice for Warfield for 300 feet. The Commission discussed the inadequacy of the current Warfield parking plan and would like to see it improved.

7. STAFF REPORTS & CITY COUNCIL MEETING UPDATE

Brittany Skelton reported the items for the City Council Meeting June 4th will be:

- 1) The first reading for the Short-Term Rentals Text Amendment.
- 2) Consideration to Amend the Trail Creek Fund Development Agreement for the Auberge Project.
- 3) 231 Sun Valley Rd Condominium conversion.

- 4) Exceedance Agreements for the Warfield Brewery and Frantz Building.
- 5) Right-of-Way Encroachment Agreement for the Argyros.

8. COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE

Jeff Lamoureux asked why the parking and sidewalk plans at the Webb Building have changed. Brittany Skelton will research and have a response for the next meeting.

Kurt Eggers asked about possible CCRs related to the Sundali Re-Zone project. Brittany Skelton indicated she had not been aware of them and did not take them into consideration in her Staff Report. Jeff Lamoureux added the City does not enforce CCRs. Kurt said if the CCR are recorded on the plat, they are enforceable civilly. Kurt Eggers would like to see the CCR's. Brittany Skelton will check Simplot's development agreement with the city for the CCR for the next meeting.

Brittany Skelton said she is working the Streets Department Street and will be ready to bring it before the Commission soon.

Abby Rivin spoke to the Martin Appeal of the Community Library Expansion. The last City Council Meeting set the hearing date for July 16, 2018 at 4:00PM. Their request for a site visit was denied.

Kurt Eggers expressed interest in the survey results from An Affair on the Square. Brittany Skelton replied it would be shared with the Commissioners when the results have been compiled.

Brittany Skelton indicated we are working with the Streets Department on updated standards for sidewalks. Also looking at standards for Signs to be updated.

9. ADJOURNMENT

Motion to adjourn.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Commissioner
SECONDER:	Kurt Eggers
AYES:	Jeff Lamoureux, Neil Morrow, Kurt Eggers
ABSENT:	Matthew Mead

John Lamoureux
Chairperson



Planning and Zoning

Regular Meeting

~ Minutes ~

480 East Avenue North
Ketchum, ID 83340
<http://ketchumidaho.org/>

Maureen Puddicombe
208-726-7801

Monday, June 11, 2018

5:30 PM

Ketchum City Hall

1. **4:45 PM – SITE VISIT: Stevens Subdivision, 314 River Run Drive (Lot 19, Sun Valley Subdivision, 1st Addition)**
2. **5:00 PM– SITE VISIT: Kenworthy Residence, 791 E. 5th St. (Ketchum FR NWNW TL 3155 Sec 18 4N 18E)**
3. **5:30 PM - CALL TO ORDER: City Hall, 480 East Avenue North, Ketchum, Idaho**
4. **Call to Order**

Attendee Name	Title	Status	Arrived
Jeff Lamoureux	Chair	Present	
Neil Morrow	Commissioner	Present	
Matthew Mead	Commissioner	Absent	
Kurt Eggers	Commissioner	Present	

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

No Public Comment

6. **PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF**

- a. **Re-Zone Request in the GR-L/Tourist Zones: The Commission will consider and take action on a request by the applicant to rezone lot 1a, block 67 from GR-L/Tourist to Tourist.**

This application for Re-Zone has been withdrawn.

- b. This item has been withdrawn from the agenda.

- c. **Stevens Subdivision:** 314 River Run Drive (Lot 19, Sun Valley Subdivision, 1st Addition)
The Commission will consider a Preliminary Plat subdivision application to subdivide 314 River Run Drive into two lots.

Senior Planner, Brittany Skelton gave the Staff Report for the Stevens Subdivision. Staff recommends the plat be advanced to City Council for approval.

Bruce Smith of Alpine Enterprises, representing the applicant, agreed with the Staff Report.

Commissioner Kurt Eggers questioned if further subdivision was allowed on the plat. Bruce Smith indicated there are at least 12 similarly subdivided lots in the area.

Comments were made by Jim Jorgensen, neighbor of the Stevens, regarding the placement of the proposed driveway, the location of the gas line, and sprinkler system. Kimberly Rogers, former fire inspector with State of Idaho, questioned the fire access and the location of the gas lines. Pat Jorgensen, neighbor, expressed concern about the fire access.

Chair Jeff Lamoureux closed public comment.

Bruce Smith addressed the concerns expressed by the Public. He indicated the easement allows for sufficient space for a fire truck, as the Fire Chief approved. The only thing in the right-of-way is an Arctic Willow, which will be addressed as instructed by the Streets Department.

Chair Jeff Lamoureux re-opened Public Comment.

Kimberly Rogers asked about the out-riggers on the fire truck. Jim Jorgensen is planning to install a fence and asked for a lot marker. Bruce Smith said it could be done.

Public Comment closed.

Commissioner Kurt Eggers was not in favor of the subdivision due to the backlot not having sufficient street access. Chair Jeff Lamoureux feels there are similar lots and such subdivision should be encouraged to promote density. Vice-Chair Neil Morrow supported the project and suggested relocating the gas lines.

Motion To: Advance the Stevens Subdivision project at 314 River Run Drive to City Council for final plat with Conditions 1-11.

RESULT:	ADOPTED
MOVER:	Jeff Lamoureux, Chair
SECONDER:	Neil Morrow
AYES:	Jeff Lamoureux, Neil Morrow
NAYS:	Kurt Eggers
ABSENT:	Matthew Mead

- d. **Kenworthy Residence Lift:** 791 E. 5th Street (Ketchum FR NWNW TL 3155) The Commission will hear public comment, consider and provide feedback on a Pre-Application Mountain Overlay Design Review of a new lift (tram/outdoor elevator) system comprised of two loading platforms, a track, and an enclosed cab designed to enhance access to an existing single-family residence.

Associate Planner Abby Rivin gave the Pre-Design Review for the project. Staff recommends advancement to Design Review concurrently with the granting of a Variance.

Jolyon Sawrey, Architect for the project, gave an overview of the project and addressed the concerns expressed in the written public comment and site visit. Dan Ward, Conrad Bros, spoke to the construction phase of the project.

Chair Jeff Lamoureux opened Public Comment.

Linda Haavik, representing Dr. and Mrs. Benjamin Bierbaum, questioned the safety of the neighbor's property downhill of the project during construction, the plat of the property, vehicular access, and power lines. She questioned the feasibility of a Jersey barrier. Terrance Davitt, Val d'Sol resident, asked for story poles at the bottom and the top of the tram to indicate the cart height. He felt the project would have great visual impact from Sun Valley Road at Val d'Sol, and gave information on the history of the existing road.

Chairperson Jeff Lamoureux closed public comment.

The Commission was concerned with the final design of the car. Options for placement of the car, the driveway, and vehicle access were discussed by the Commission and the applicant's representatives. The need for safety and improved access were considered. Construction techniques and visual impact were discussed.

Motion To: Advance the Kenworthy Residence Lift to Design Review.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Commissioner
SECONDER:	Kurt Eggers, Commissioner
AYES:	Jeff Lamoureux, Neil Morrow, Kurt Eggers
ABSENT:	Matthew Mead

- e. **Warfield Distillery and Ale House:** 280 N. Main Street (AM Lot 3AA, Blk 3, Ketchum) The Commission will consider and take action on an application for Design Review approval of a 6,375 sq. ft. addition to the existing Warfield Distillery & Ale House. The addition will include an expansion of the distillery operations, a new tasting room, sales space, and two residential units on the upper level.

Associate Planner Abby Rivin gave the Design Review. Staff recommended approval of the project.

Gretchen Wagner, architect, presented for the applicant, going over the areas of concern from the previous meeting, including lighting, parking, bike racks, and mechanical parapet. The Commission presented questions to Gretchen Wagner for clarification. Vice-Chair Neil Morrow was concerned about the lack of parking.

Chair Jeff Lamoureux opened Public Comment.

Jeff Nelson, neighbor, saw no impact to area parking and suggested the Warfield could use the spaces in the 360 Sun Valley Road Building at night.

Public comment closed.

Chair Jeff Lamoureux questioned the calculation of space regarding production vs. retail/restaurant. Vice-Chair Neil Morrow and Commissioner Kurt Eggers were concerned about the lack of parking. The Commissioners held an in-depth discussion of the Retail vs Production aspects of the project as related to the calculation of the parking requirement and Zoning Code. Planning Director John Gaeddert pointed out that calculation of the parking requirement is an administrative decision made by the Planning Department. Alex Buck, applicant, related how the parking issue evolved from two spaces in the Pre-Design Review to the current proposal of no parking spaces. Chair Jeff Lamoureux questioned if the parking proposal was approved administratively, could the staff interpretation of the code be appealed at the City Council. Neil Morrow suggested securing off-site parking as a solution to the parking issue. The Commission compared the project with the Standards of Evaluation, finding it meets the Design Standards.

Motion To: Approve the Design Review for the Warfield Distillery and Ale House with Conditions 1-13; amending Condition #8 for rooftop mechanical equipment to be no closer than 10 feet from the edge and screened by the parapet; the addition of Condition #14 for recalculation of the parking requirement.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kurt Eggers, Commissioner
SECONDER:	Neil Morrow, Commissioner
AYES:	Jeff Lamoureux, Neil Morrow, Kurt Eggers
ABSENT:	Matthew Mead

- f. **Community Core Retail Square Footage.** *Continued from March 12th, March 27th, April 9th, May 14th, and May 29th, 2018.* The Commission will consider City-initiated amendments to Title 17, Section 17.12.040, Dimensional Standards – CC District Matrix, Section 17.12.010, Zoning Map Districts, and Section 17.12.020, District Use Matrix.

Senior Planner Brittany Skelton presented the latest version of the text amendment for retail square footage.

Chair Jeff Lamoureux called for public comment; no public comments were given.

Motion To: Direct Staff to notice the Community Core Retail Square Footage text amendment for a public hearing on July 9th, 2018.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Commissioner
SECONDER:	Kurt Eggers, Commissioner
AYES:	Jeff Lamoureux, Neil Morrow, Kurt Eggers
ABSENT:	Matthew Mead

- g. **Residential Use in the Light Industrial Districts:** *Continued from March 12th, March 27th, April 9th, May 14th, and May 29th, 2018.* The Commission will consider City-initiated amendments to Title 17, Section 17.124.090, Residential, Light Industrial Districts, and Section 17.12.020, District Use Matrix.

Senior Planner Brittany Skelton introduced the text amendment.

Chair Jeff Lamoureux called for public comment.

Kingsley Murphy, LI property owner, thought the area is not perfect, but works well as it is. He would not like to see it evolve too far from what it is now. He thought allowing housing in the LI-3 will not change the use of the rest of the LI. He thought the Building Value vs Land Value Ratio was not a reasonable standard to apply to the LI, as it is a lower cost area. The land is supposed to be less valuable than the Community Core. That is the purpose of the LI. The combination of low-cost land and small living units under 1,000 square feet keep the cost down. If buildings are more valuable than the land, low cost housing will go away. If you lose the low-cost work areas, you will no longer need the low-cost housing. Some of the Industrial has moved south but others have moved in. The last few years have been tough for Construction. With the economy coming back, the availability of smaller units will help businesses start off with lower expenses. He doesn't want to see Ketchum lose that. He disagrees with the Staff observation of empty lots. That is a key feature of the LI. Many businesses use those lots for storage of materials and equipment. An unbuilt lot is still a fully-used lot. He thinks it works great as it is and urged the Commission not change it too much.

Neil Morrow agreed with the comments. Planning Director John Gaeddert asked Kingsley for his opinion as to what constitutes the heart of the LI, what not to change and what could be improved.

Kingsley Murphy thought the majority of the LI is the LI-2 Zone and shouldn't be changed. Introducing residents into the area will cause friction between the two uses. He related how

residents and the LI can be in conflict. Even CCR's stating the Industrial has full rights over the residential does not prevent conflict and complaints to the City.

Director John Gaeddert asked about recommendations for first floor ceiling height.

Kingsley Murphy thought 16-18 feet is best for first floor ceiling height. The occupant can install a loft/living space or mezzanine area for storage. He suggested an area of 1000 sq. ft. living space to keep costs down. He reiterated how the LI needs open space for laydown space.

Motion To: Continue Residential Use in the Light Industrial Districts text amendment to the June 25th special meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Commissioner
SECONDER:	Kurt Eggers, Commissioner
AYES:	Jeff Lamoureux, Neil Morrow, Kurt Eggers
ABSENT:	Matthew Mead

7. CONSENT CALENDAR

- a. **Minutes:** May 29, 2018

Motion To: Continue to June 25th meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Commissioner
SECONDER:	Kurt Eggers, Commissioner
AYES:	Jeff Lamoureux, Neil Morrow, Kurt Eggers
ABSENT:	Matthew Mead

- b. **Findings of Fact and Conclusions of Law: Stevens Subdivision**, 314 River Run Drive (Lot 19, Sun Valley Subdivision, 1st Addition)

Motion To: Approve Findings of Fact and Conclusions of Law for the Stevens Subdivision.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Commissioner
SECONDER:	Kurt Eggers, Commissioner
AYES:	Jeff Lamoureux, Neil Morrow, Kurt Eggers
ABSENT:	Matthew Mead

8. FUTURE PROJECTS AND NOTICING REQUIREMENTS

Senior Planner Brittany Skelton related the future projects:

- Applicant-initiated Text amendment to the LI-2
- Ketch Community Housing for Design Review
- Continuation of the LI-Residential discussion
- Roberts Subdivision for a 2-unit townhouse

For the July 9th Meeting:

- Variance and Design Review for the Kenworthy Lift Project
- Community Core Retail Square Footage text amendment

9. STAFF REPORTS & CITY COUNCIL MEETING UPDATE

Director John Gaeddert informed the Council there are 9 Planning and Zoning items on the City Council agenda, including a Resolution appointing Tim Carter as the new commissioner replacing Erin Smith.

10. Commission reports and ex parte discussion disclosure

Appeal Status: The Appeal Hearing will be held on July 16th at 4:00 PM before the City Council. The hearing will take place before the regularly scheduled City Council meeting.

Staff is working to improve the procedure for Streets and Planning interaction.

11. ADJOURNMENT

Motion To: Adjourn at 9:30 PM.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Commissioner
SECONDER:	Kurt Eggers, Commissioner
AYES:	Jeff Lamoureux, Neil Morrow, Kurt Eggers
ABSENT:	Matthew Mead

Jeff Lamoureux
Chairman



Planning and Zoning

Special Meeting

~ Minutes ~

480 East Avenue North
Ketchum, ID 83340

<http://ketchumidaho.org/>

Maureen Puddicombe/Abby Rivin
208-726-7801

Monday, June 25, 2018

5:30 PM

Ketchum City Hall

1. **4:30 PM - SITE VISIT: Roberts' Bros. Townhomes Subdivision, 108 Fir Drive (WS Village Sub 3, Blk 3 Lot 3)**
2. **4:45 PM – SITE VISIT: Tour of the Light Industrial Zoning District, 298 Northwood Way**
3. **5:30 PM - CALL TO ORDER: City Hall, 480 East Avenue North, Ketchum, Idaho**

Chair Jeff Lamoureux called the meeting to order at 5:37 PM after a site visit to 108 Fir Drive and a tour of the LI.

4. Call to Order

Attendee Name	Title	Status	Arrived
Jeff Lamoureux	Chair	Present	
Tim Carter	Commissioner	Present	
Neil Morrow	Vice-Chair	Late	8:15 PM
Matthew Mead	Commissioner	Remote	
Kurt Eggers	Commissioner	Present	

5. INTRODUCTION OF NEW COMMISSIONER: Tim Carter

Chair Jeff Lamoureux introduced new Commissioner Tim Carter.

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

Chair Jeff Lamoureux called for public comment. Mayor Neil Bradshaw welcomed Commissioner Tim Carter to the Planning and Zoning Commission and thanked the Commission for their hard work and expertise. He encouraged the Commission to see the big picture and keep the vibrancy of Ketchum in mind.

Jeremy Fryberger pointed out discrepancies in the Zoning Code between conforming and non-conforming properties as to setbacks. He felt it encouraged the preservation of non-conforming buildings as opposed to gradually bringing those structures into compliance.

7. PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF – ACTION ITEMS

- a. **Roberts Bros. Townhouse Subdivision**: 108 Fir Drive. (WS Village Sub 3, Blk 3 Lot 3) The Commission will consider and recommend a Preliminary Plat Subdivision Application to subdivide 108 Fir Drive into two (2) townhouse sublots.

The Subdivision Staff Report was given by Associate Planner Abby Rivin. Staff recommends approval with Conditions 1-11. The applicant had no additional comments at this time.

Public Comment was made by Robert Rudy, resident at 109 Fir Dr., who spoke to the separation of utilities for a townhouse.

Ciuda Lewis of Benchmark Associates, on behalf of applicant, confirmed the separate utilities for the two units.

Commission discussed the comments by Mr. Rudy as to the utilities. Chair Jeff Lamoureux asked for the City Attorney to review and clarify the language stating the conditions for the coverage of each lot. Chair Jeff Lamoureux noted the utilities easement for each lot is to be recorded separately.

Motion To: Recommend approval to the City Council of the Roberts Bros. Townhouse Subdivision Preliminary Plat with Conditions 1-11 as noted.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kurt Eggers, Commissioner
SECONDER:	Jeff Lamoureux, Chair
AYES:	Jeff Lamoureux, Tim Carter, Matthew Mead, Kurt Eggers
ABSENT:	Neil Morrow

- b. **WDC Ketch Community Housing Proposal**: 560 N. 1st St. (Lot 6, Blk 35) The Commission will consider and take action on an application for Design Review approval of a new two-story multi-family apartment building with associated site improvements.

Samantha Stahlnecker, of Galena Engineering and Gene Bolante of Studio 3 Architecture (by phone), summarized the changes to the building from the Pre-application Design Review. Changes were made to the grade change, floor plan, sidewalks, and parking. The exterior and overall shape remained the same.

Senior Planner Brittany Skelton gave the Design Review for the project, which meets all design review standards. The conditions relate to approval by the City Arborist of the landscaping and approval by Streets Department for a bench. Staff recommends approval of the project with Conditions as noted.

Public Comment:

Heidi Scherthanner objected to the lack of parking spaces for this project. Tyler Ogden, resident, expressed concerns about the parking as to snow-removal, storage of bikes, social space, etc. He questioned if the alley/sidewalk are snow-melted. He wished to promote healthy building. Tim Jeneson, resident, objected to the project's lack of parking and the pressure it would put on the current availability of parking in the area. Scott Harris, resident, objected to the current lack of parking in the area with this project adding to the problem. Peter Demberg, resident, objected to the lack of parking and bike storage. He wanted to see underground parking.

Gene Bolante for applicant, in response to the comments, said they would be willing to look at the parking situation. He stated bike storage is available in the units and at the front of the building. The sidewalks and alley are not yet defined. Samantha Stahlnecker reviewed the unit floor plans for bike and snow storage.

The Commission discussed the topics of storage, garbage removal, lighting, ADA parking, power meter location, and inquired about prior projects of this type by the developer.

Commissioner Eggers noted concern regarding accommodating a transformer on site. He noted his concern regarding parking during the preliminary review, but that City Code permits this parking configuration. Eggers went on to comment regarding that this type of residential configuration fits a particular need in the City of Ketchum.

Chairman Lamoureux asked about parking restrictions or limitations in the neighborhood. Planning & Building Department Director Gaeddert commented that no overnight parking is allowed on the adjacent streets during winter. He noted that the Ketchum Traffic Authority may be able to analyze and resolve any potential conflicts in the future. Commissioner Lamoureux lamented the applicant did not provide more bike parking. The Commission and Staff discussed past projects that have taken advantage of the parking exemption.

Commissioner Mead asked about past developments that were rental-only apartments. Skelton responded that this development fulfills a critical need in the community.

Commissioner Eggers asked for clarification regarding condition #8. Skelton explained that the exceedance agreement for the required community housing contribution must be signed between the developer and the City prior to issuance of a building permit.

Motion To: Approve Design Review Application for WDC Ketch Community Housing Proposal with Conditions 1-11 with additional detail on Condition #9 regarding electrical encroachment on City property.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kurt Eggers, Commissioner
SECONDER:	Matthew Mead, Commissioner
AYES:	Jeff Lamoureux, Tim Carter, Matthew Mead, Kurt Eggers
ABSENT:	Neil Morrow

- c. **Zone Code Amendment for Live/Work Space in the LI-2:** The Commission will consider and take action on an Application for Amendment to Zoning Code Title 17 for a Live/Work space in the LI-2 zone.

Rebecca Bundy, representing the applicant, presented the text amendment request. The applicant stated the request juxtaposed two integral issues in the community--affordable housing for residents who work and live in the valley and live/work in the light industrial. Bundy detailed the request included adding the definition of *live/work*. Bundy elaborated that the proposal does not change allowed uses in the LI, change parking requirements, or allow residential units on the ground floor. She presented pictures of existing residences within the LI. Bundy provided detail on the proposed definition of *work/live* as well as the history and benefits of this type of configuration. Bundy stated that the request is consistent with the goals in the comprehensive plan and addressed concerns outlined in the Staff Report.

Senior Planner, Brittany Skelton, presented Staff's analysis of the proposed text amendment. Skelton described an overview of the request and summarized City Department comments regarding the request. Skelton stated that Staff supports the concepts of work/live but not the proposed 2,000 sq ft residential floor area. Skelton went on to describe the existing dimensional standards and regulations in the Light Industrial Zoning Districts and elaborated on Staff's concerns regarding the potential impacts of the proposed text amendments. Staff presented the analysis pertaining to each finding as detailed in the Staff Report. Skelton presented the Commission options and Staff recommendations regarding the text amendment proposal.

Heidi Scherthanner commented regarding potential nuisances within the Light Industrial including noise. The applicant responded that the proposal would allow applicants that work in the LI to live in the district as well. Bob Crosby commented regarding assessed land value vs. assessed building value. Assessing the discrepancy highlights the potential to create affordable housing in this zone. Mary Roland, the owner of a painting studio on Northwood Way, commented that multiple buildings in the LI have residential units on the second floor and certain units in the repurposed Scott building exceed 2,000 sq ft of net livable space. She commented that the request is reasonable.

Planning & Building Director Gaeddert responded regarding the value of certain parcels within the LI (i.e. former lay down yards for AC Houston Lumber). He described the progress that has been made in the LI visioning process and estimated that within four (4) months the Planning & Zoning Commission may have a recommendation to forward to City Council for review and approval.

Commissioner Mead commented that he was looking for a space within the LI to establish his business and also potentially live in the unit as well and the benefits of work/live configurations. Mead stated that the Staff Report changed his perspective regarding the LI Zone. He went on to describe his analysis of types of "light industrial" uses that are feasible on the second floor. Mead asked Staff about alternatives to the 2,000 sq ft limitation. Skelton responded that Staff hasn't analyzed the residential floor area limitation but the existing regulation of 1,000 square feet seem to be working within the zone.

Chairman Lamoureux asked Staff how enforceable the size limitations are if there is one owner of the first-floor business and the 2nd floor residential. Gaeddert responded that the control of the configuration is a remaining question. He noted the required vested interest in the business. Lamoureux asked Staff to summarize Bruce Smith's public comment for the record.

Commissioner Eggers stated that there's no way to monitor or enforce whether or not larger units are occupied by families or used as short-term rentals. He agreed with previously expressed sentiments regarding the benefits of work/live units. Eggers asked Bundy about the maximum size currently permitted. Bundy responded larger units are only permitted above work/live units in particular circumstances. The size of the residential unit is dependent on the size of the Industrial portion of the building. Eggers asked how the applicant monitors the work/live configuration if the business changes ownership. Bundy suggested this could be monitored through a business license. Eggers asked if 2,000 sq ft is necessary for the family and asked about the parking requirement. Bundy responded the parking requirements are currently calculated per bedroom. Bundy remarked that she doesn't know the optimum size of a living unit as it is dependent on the occupants. She noted that the maximum residential area will be driven by the floor area of the business downstairs. Eggers asked about the dimensions of the subject property and the potential proposed addition.

Commissioner Carter expressed the importance of Ketchum's Light Industrial District and maintaining the viability of these uses should be seriously considered.

Chairman Lamoureux stated that the text amendments are concerning due to unintended consequences and inconsistencies. Lamoureux expressed the importance of the issues brought up by the applicant but that he would feel more comfortable including the proposal with the comprehensive visioning LI process. Lamoureux expressed he would be in favor of continuing the application to a future date to incorporate their application in the context of the text amendment.

Gaeddert responded that Staff has offered a refund for the application fee. He noted that the date is uncertain to address this critical and relevant topic as the LI visioning process moves forward. Gaeddert expressed the dynamic of maintaining the light industrial uses in the LI while maintaining the potential for affordable housing in the area.

Staff and Commission discussed framing a motion to continue the application.

Motion To: Table the Public Hearing on the Zone Code Amendment for Live/Work in the LI-2 until the City-Initiated Zoning Code Amendment for the Light Industrial Zone progresses to a point at which the implications of residential uses in the LI have been analyzed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matthew Mead, Commissioner
SECONDER:	Tim Carter, Commissioner
AYES:	Jeff Lamoureux, Tim Carter, Matthew Mead, Kurt Eggers
ABSENT:	Neil Morrow (Note: Arrived after this vote.)

- d. **Zoning Code Amendment: Residential Use in the Light Industrial Districts.** (Continued from March 12, March 27th, April 9th, May 14, May 29, and June 11, 2018.) The Commission will consider City-initiated amendments to Title 17, Section 17.124.090, Residential, Light Industrial Districts, and Section 17.12.020, District Use Matrix.

Senior Planner Brittany Skelton presented an overview of the Light Industrial Zoning District Text Amendment. Skelton provided a geographical overview as well as the purpose and intent of each of the Light Industrial Zoning Districts. She emphasized the purpose and intent statements have not been updated in over 30 years.

Commissioner Morrow (who joined the meeting at end of the last agenda item) made a comment regarding the use of the word *tourist*.

Skelton went on to describe the bulk standards and dimensional regulations permitted within the LI in comparison to other zoning districts within the City. Skelton described implications for bulk regulations in the LI Zone. She described potential implications of establishing minimum first-floor heights.

Commissioner Morrow noted that he favors 16 feet as the proposed first-floor clear height seems more useable. The Commission discussed the associated costs and implications of establishing minimum first-floor clear heights in the LI and analyzed different scenarios.

Planning and Building Director Gaeddert appreciated the great direction the Commission has given Staff.

Skelton presented Staff analysis regarding mitigating conflicts between industrial and residential uses including decibel levels for unnecessary noises.

Commissioner Lamoureux opened the public hearing.

Bob Crosby suggested making broader visioning ideas prior to micro level analysis. Commission should address the big picture, i.e. whether the City of Ketchum needs as large an LI District as currently exists. Crosby stated that this is a missed opportunity to address affordable housing. He commented the process should be a policy decision regarding affordable housing. Crosby believes that not permitting residential uses on the ground floor is a lost opportunity.

Mary Roland addressed existing single-story development within the LI. She commented that she would like the Commission to consider work/live on the ground floor rather than solely on the second floor.

Chairman Lamoureux directed Staff to revisit work/live from a fresh perspective in relation to controlling the configuration and examples from other communities.

Commissioners Eggers and Morrow discussed the future uses of the LI-2 Zone and the current lack of availability.

Motion To: Continue the Text Amendment for the LI-2 to July 9, 2018 meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Vice-Chair
SECONDER:	Kurt Eggers, Commissioner
AYES:	Lamoureux, Carter, Morrow, Mead, Eggers

8. CONSENT CALENDAR—ACTION ITEMS

a. Warfield Distillery & Ale House Design Review Findings of Fact and Conclusions of Law

Mead recused himself from approving the findings as he was not present at the meeting.

Chairman Lamoureux expressed that he is still unclear regarding the parking calculation. He noted that the exceptions in the Code, which uses parking credits as an incentive to encourage high-traffic uses such as retail, restaurant, and assembly use do not grant that incentive for production uses and there is a large portion of the proposed building dedicated to production. He stated that while you may credit existing square footage for parking and exempt retail, food service, and the proposed residential, that his concerns regarding the portion of the building dedicated to production were not addressed. Commissioner Morrow agreed with Lamoureux regarding the production facility portion should require parking.

The Commissioners continued to discuss the condition regarding the parking requirement in relation to the Warfield Design Review application. Gaeddert recommended that the Commission approve the findings of fact as written.

Mayor Bradshaw thanked the Commission regarding their thought process and diligence. He commented regarding the Community excitement and support of the proposed development.

The Commissioners continued to discuss Condition #14 of the Findings of Fact regarding the parking requirement. Chairman Lamoureux suggested revising the wording of the findings.

Motion To: Approve the Findings of Fact and Conclusions of Law for the Warfield Distillery and Ale House with the change as noted by Commissioner Lamoureux.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kurt Eggers, Commissioner
SECONDER:	Neil Morrow, Vice-Chair
AYES:	Lamoureux, Carter, Morrow, Eggers
ABSTAIN:	Mead

b. Minutes: May 29, 2018

c. Minutes: June 11, 2018

The Minutes of May 29, 2018 and June 11, 2018 are continued to July 9, 2018.

9. STAFF REPORTS & CITY COUNCIL MEETING UPDATE

Planning & Building Director John Gaeddert provided an update regarding the Community Library Appeal process.

10. Commission reports and ex parte discussion disclosure

Chairman Lamoureux asked about whether the Bracken Station is under legal appeal. Gaeddert responded that he will inquire and report back.

Commissioner Eggers asked about the exemption for units under 750 sq. ft are exempt from providing parking and whether the ordinance is working as intended. Gaeddert and Skelton provided background regarding exempting such spaces from the parking requirement.

Chairman Lamoureux asked about the sidewalk configuration adjacent to the 8th and Washington building. Gaeddert responded that Staff will conduct further research.

Commissioner Morrow asked about screening a certain transformer. Skelton responded that she will research further.

11. ADJOURNMENT

Motion To: Adjourn at 9:14 PM.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Vice-Chair
SECONDER:	Jeff Lamoureux, Chairman
AYES:	Lamoureux, Carter, Morrow, Mead, Eggers

Jeff Lamoureux
Chairman



City of Ketchum

July 9, 2018

Ketchum Planning and Zoning Commission

**STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
REGULAR MEETING JULY 9, 2018**

- PROJECT:** City-initiated Text Amendments to Title 17, Zoning, to amend regulations for retail square footage and subdistricts in the Community Core
- REPRESENTATIVE:** City of Ketchum Planning and Building Department
- DESCRIPTION:** Amendments to Section 17.12.020, District Use Matrix and 17.08.020, Terms Defined
- NOTICE:** Notice for the July 9, 2018 hearing was published in the Idaho Mountain Express and was mailed to outside agencies on June 20, 2018.
- Notice for the March 12, 2018 hearing appeared in the Idaho Mountain Express, was mailed to outside agencies, and was posted in three (3) public locations on February 14, 2018. The hearing was continued to March 27, April 9, May 14, May 29 and June 11, 2018.
- PUBLIC HEARINGS:** Planning and Zoning Commission
- March 12, 2018
 - March 27, 2018
 - April 9, 2018
 - May 14, 2018
 - May 29, 2018
 - June 11, 2018
 - July 9, 2018
- PLANNER:** Brittany Skelton, Senior Planner
- ATTACHMENTS:** May 29, 2018 staff report

INTRODUCTION

After holding public hearings to establish a maximum square footage for retail establishments in the Community Core on March, April, May and June, 2018, the Commission voted to recommend the following maximum square footages:

1. Individual retail trade – 36,000 gross square feet
2. Grouped retail trade – 55,000 net leasable square feet

Staff also recommended amending the definition of retail trade to include the following distinction between individual retail trade and grouped retail trade:

Retail trade is classified as grouped retail trade (a combination of two (2) or more individual retail trades) or individual retail trade (a business or businesses that involve, in whole or part, retail sales that share check stands or storage areas, or share management, or are owned, leased, possessed, or otherwise controlled by, directly or indirectly, the same individual (s) or entity(ies) or by different individual(s) or entity(ies) where a) such individual(s) or entity(ies) have a controlling ownership or contractual right with the other individual or entity(ies) or b) the same individual(s) or entity(ies) act in a manner as an employee, owner, partner, agent, stockholder, director, member, officer, or trustee of the entity(ies) and are located within one or more separate buildings or structures within 800' of one another, regardless whether they are attached or detached.

The amendment to the definition of retail trade had not previously been noticed for a public hearing. As such, a public hearing to amend the definition of retail trade as well as to amend the district use matrix to add a new footnote establishing the maximum square footages for individual and grouped retail trade were noticed for a new public hearing to be held July 9, 2018.

PROPOSED AMENDMENTS

17.08.020, Terms Defined

RETAIL TRADE: An establishment which provides the final step in the retailing process for the distribution of goods and commodities to customers. Retailers are organized to sell or rent merchandise in small quantities to the general public and operate a fixed point of sale location designed to attract a high volume of walk-in customers. Typical uses include, but are not limited to, establishments selling office supplies and equipment, building materials, plumbing supply, antiques or consignment items, home improvement and garden supplies, books and educational material, clothing, sporting goods, pharmaceuticals, medical devices, health and fitness supplies, art and associated material and household pet supplies. Motor vehicle sales are not included in this definition. Retail trade is classified as grouped retail trade (a combination of two (2) or more individual retail trades) or individual retail trade (a business or businesses that involve, in whole or part, retail sales that share check stands or storage areas, or share management, or are owned, leased, possessed, or otherwise controlled by, directly or indirectly, the same individual (s) or entity(ies) or by different individual(s) or entity(ies) where a) such individual(s) or entity(ies) have a controlling ownership or contractual right with the other individual or entity(ies) or b) the same individual(s) or entity(ies) act in a manner as an employee, owner, partner, agent, stockholder, director, member, officer, or trustee of the entity(ies) and are located within one or more separate buildings or structures within 800' of one another, regardless whether they are attached or detached.

17.12.020, District Use Matrix

Add a new footnote #34 stating “In the Community Core individual retail trade shall not exceed 36,000 gross square feet and grouped retail trade shall not exceed 55,000 net leasable square feet.”

Add this footnote to all columns of Community Core subdistricts for the use “retail trade.”

PUBLIC INPUT

To date no written public comment has been received.

RECOMMENDED MOTION

"I move to recommend approval to City Council of the proposed zoning codes to Sections 17.08.020, Terms Defined, and 17.12.020, District Use Matrix, establishing maximum square footages for retail trade in the Community Core as presented in the staff report."

ATTACHMENTS

- May 29, 2018 staff report

Attachment A.

May 29, 2018 staff report



City of Ketchum

May 29, 2018

Ketchum Planning and Zoning Commission

**STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
SPECIAL MEETING MAY 29, 2018**

- PROJECT:** City-initiated Text Amendments to Title 17, Zoning, to amend regulations for retail square footage and subdistricts in the Community Core
- REPRESENTATIVE:** City of Ketchum Planning and Building Department
- DESCRIPTION:** Amendments to Section 17.12.020, District Use Matrix, Section 17.12.040, Dimensional Standards – CC District, and 17.12.020, Zoning Map Districts
- NOTICE:** Notice appeared in the Idaho Mountain Express, was mailed to outside agencies, and was posted in three (3) public locations on February 14, 2018. The hearing was continued to March 27, 2018, April 9, 2018, May 14, 2018 and May 29, 2018.
- PUBLIC HEARINGS:** Planning and Zoning Commission
- March 12, 2018
 - March 27, 2018
 - April 9, 2018
 - May 14, 2018
 - May 29, 2018
- PLANNER:** Brittany Skelton, Senior Planner
- ATTACHMENTS:**
- A. March 27, 2018 staff report
 - B. Retail size research sources

INTRODUCTION

The Commission considered amendments to the Community Core zoning district regarding consolidation of subdistricts and setting a maximum square footage for retail establishments on March 27, 2018. The hearing was continued to April 9, 2018 and during that hearing the Commission recommended approval to City Council to consolidate the subdistricts of the Community Core from four to two. The Commission continued the hearing regarding maximum square footages of single-tenant and grouped-tenant retail establishments to May 14th, 2018 to allow additional time for staff to:

- Research the sizes of small-footprint and urban big-box stores
- Conduct personal outreach to existing owners and tenants of large single-tenant and grouped-tenant retail establishments

Due to the number of applicant-initiated items on the May 14th, 2018 the hearing for these city-initiated amendments were continued to the May 29th, 2018 special meeting.

Initially, staff recommended basic text amendments that would set maximum square footages for single-tenant retail establishments and grouped tenant retail developments. The focus of the analysis was on the size of large footprint retail establishments being out of scale with downtown Ketchum. The basis for a single-tenant retail square footage maximum was informed by the nearby community of Hailey, ID and the basis for a grouped tenant retail development square footage maximum was informed by the size of a Ketchum townsite block and a GIS analysis of existing multi-tenant retail developments. The March 27, 2018 staff report is attached for reference and details the initial recommendations.

In researching the sizes of small-footprint and urban big-box stores staff found that big-box stores are continuing to evolve and adopt small-footprints for urban contexts and in some cases, mountain/resort town contexts. This research has caused staff's proposed text amendments regarding maximum square footages of single-tenant and grouped-tenant retail establishments to evolve. Staff now asks the Commission to consider not just size and scale implications of retail establishments but the implication of chain retail establishments, even with small footprints, on the character of Ketchum. These considerations focus on individual tenant retail trade and are coupled with options regarding maximum square footages for the Commission to consider.

Based on discussion with existing grocery markets, the recommended maximum size for multi-tenant retail developments has increased slightly.

Additionally, staff now recommends using the terms 'grouped retail trade' and 'individual retail trade' and amending the definition of 'retail trade' found in the zoning code to reflect this distinction.

PUBLIC INPUT

To date no written public comment has been received.

OUTREACH TO EXISTING SINGLE-TENANT AND AGGREGATE TENANT RETAIL ESTABLISHMENTS IN THE COMMUNITY CORE

Staff spoke directly with management of the largest of the existing grocery markets regarding the proposed maximum square footage for grouped retail trade of 50,000 gross square feet and the proposed maximum square footage for individual retail trade of 36,000 gross square feet. Feedback received was supportive. Staff notes that Atkinsons', for instance, is 17,700 net square feet and Giacobbi Square has a total of 52,017 net leasable square feet, which is higher than staff's earlier estimate of 50,000 gross square feet for the development.

SMALL-FOOTPRINT AND URBAN BIG-BOX STORES

Staff researched the following "big-box" and "small-box" chain retail establishments:

- Family Dollar
- Wal-Mart
- Target
- TJ Maxx

On the smaller end of spectrum, Family Dollar, which locates in urban, suburban and rural areas, averages 7,000 gross square feet in all areas¹. On the other end of the spectrum, as of 2016 Wal-Mart is focused solely on their traditional, large footprint stores which average 179,000 square feet². Although Walmart began introducing Neighborhood stores (average 40,000 square feet) and Express stores (average 15,000 square feet) in 2011³, by 2016 Walmart announced it was closing all 102 Walmart Express locations it had opened. Target however is committed to expanding their nationwide offering of small-format stores in proximity to college campuses and small-footprint urban stores.

A sampling of small-format Target stores opened between 2014 to 2017:

Gross Square Feet	Location
133,700	Average in US
43,000	Herald Square, Manhattan, NY
22,000	UNC - Chapel Hill campus area
22,000	University of Texas at Austin campus area
21,000	Forest Hill, Queens, NY
20,000	University of Minnesota - Minneapolis, MN campus area
17,500	University of Cincinnati campus area

An October 2017 press release from Target states, “Target is accelerating the pace of opening new small-format stores to serve new guests in dense urban and suburban areas and on college campuses. By the end of 2019, Target plans to operate more than 130 small-format locations nationwide...” At the time of the press release Target Corporation had already opened 55 small-format stores⁴.

Although Ketchum may not be an opportune location for Family Dollar, which already has a Wood River Valley location in Bellevue, ID, or Target, since Target has not delved into a “mountain town” or “rural” model, another big box retailer, TJ Maxx (average store 30,000 square feet⁵) opened a 19,000 square foot location in peer mountain/resort community Jackson, WY in 2017⁶.

With this in mind, a 36,000 maximum square footage for individual tenant retail would permit smaller versions of big-box stores to locate in the Community Core. As such, staff recommends setting a lower maximum square footage for individual retail trade establishments. Several options are offered later in the staff report.

RETAIL TRADE DEFINITION

Ketchum’s zoning code does not currently anticipate or distinguish clearly between grouped, multi-tenant retail developments, such as Giacobbi Square or a strip mall, and individual establishments, such as Atkinsons. Section 17.08.020 of the zoning code contains the following definition:

RETAIL TRADE: An establishment which provides the final step in the retailing process for the distribution of goods and commodities to customers. Retailers are organized to sell or rent merchandise in small quantities to the general public and operate a fixed point of sale location designed to attract a high volume of walk-in customers. Typical uses include, but are not limited to, establishments selling office supplies and equipment, building materials, plumbing supply, antiques or consignment items, home improvement and garden supplies, books and educational material,

clothing, sporting goods, pharmaceuticals, medical devices, health and fitness supplies, art and associated material and household pet supplies. Motor vehicle sales are not included in this definition.

Since staff recommends maximum retail square footages for individual retail establishments and grouped retail developments staff recommends defining individual and grouped retail in the zoning code. Staff recommends making this distinction within the definition of “retail trade”. The proposed new definition would need to be noticed for and considered during a public hearing.

Staff recommends adding the following sentence to the definition of “retail trade”:

Retail trade is classified as grouped retail trade (a combination of two (2) or more individual retail trades) or individual retail trade (a business or businesses that involve, in whole or part, retail sales that share check stands or storage areas, or share management, or are owned, leased, possessed, or otherwise controlled by, directly or indirectly, the same individual (s) or entity(ies) or by different individual(s) or entity(ies) where a) such individual(s) or entity(ies) have a controlling ownership or contractual right with the other individual or entity(ies) or b) the same individual(s) or entity(ies) act in a manner as an employee, owner, partner, agent, stockholder, director, member, officer, or trustee of the entity(ies) and are located within one or more separate buildings or structures within 800’ of one another, regardless whether they are attached or detached.

The distinction between individual and grouped retail trade is based on definitions found in the City of Hailey zoning code. The definitions of individual and grouped retail in part are designed to prevent a parent entity from creating a large footprint “big-box” building that houses several seemingly individual businesses that are in fact controlled by the same parent entity.

Because several sections of Ketchum’s zoning code currently refer to the definition of retail trade, rather than causing multiple sections of code to be amended by introducing new definitions for individual retail trade and grouped retail trade, staff recommends making the distinction between individual and group within the definition.

COMMISSION OPTIONS

Staff does not recommend approval for proposed text amendments at this time. Rather, staff recommends the Commission consider the options below, deliberate, continue the hearing to a date certain, and direct additional staff research if necessary.

Grouped retail trade

Staff recommends a maximum square footage for grouped retail trade of 55,000 net leasable square feet. This represents a slight increase over the 50,000 initially recommended, and it also clarifies net leasable square feet will be used rather than gross square feet of a building.

Individual retail trade

Staff recommends adopting a text amendment that would mitigate the impact of small-footprint chain retail development on the character of the Community Core. There are several options to consider:

1. Set the by-right net leasable square footage at 5,500 square feet, which is lower than the known average size of the smallest chain researched. Staff recommends 5,500 square feet because it is correlated to the size of a standard Ketchum townsite lot (55’ x 100’).
 - a. Require a Conditional Use Permit for all individual retail above 5,501 net leasable square feet.

- b. Consider setting an absolute maximum upper threshold, such as the 36,000 square feet considered previously.
 - c. Existing individual retail trade establishments would be “grandfathered”.
 - i. Consider allowing existing “grandfathered” establishments to expand up to a specified percent (example: 10%, 20%, etc.) without a Conditional Use Permit.
 2. Set the by-right lower than 36,000 gross square feet but higher than 5,500 net leasable square feet, correlating the maximum size to another number, such as 11,000, which is the size of two Ketchum townsite lots.
 - a. Require a Conditional Use Permit for all individual retail above 5,501 net leasable square feet.
 - b. Consider setting an absolute maximum upper threshold, such as the 36,000 square feet considered previously.
 - c. Existing individual retail trade establishments would be “grandfathered”.
 - i. Consider allowing existing “grandfathered” establishments to expand up to a specified percent (example: 10%, 20%, etc.) without a Conditional Use Permit.
 3. Set the maximum square footage at 36,000 net leasable square feet.

Definitions

Staff recommends directing staff to notice a public hearing to amend the definition of Retail Trade.

RECOMMENDED MOTION

Staff recommends continuing the hearing to a date certain.

ATTACHMENTS:

- A. March 27, 2018 staff report
- B. Retail size research sources

Attachment A



City of Ketchum

March 27, 2018

Ketchum Planning and Zoning Commission

Jeff Lamoureux, Chair
Erin Smith, Vice-Chair
Betsy Mizel
Mattie Mead
Neil Morrow

STAFF REPORT KETCHUM PLANNING AND ZONING COMMISSION

- PROJECT:** City-initiated Text Amendments to Title 17, Zoning, to amend regulations for retail square footage and subdistricts in the Community Core
- REPRESENTATIVE:** City of Ketchum Planning and Building Department
- DESCRIPTION:** Amendments to Section 17.12.020, District Use Matrix, Section 17.12.040, Dimensional Standards – CC District, and 17.12.020, Zoning Map Districts
- NOTICE:** Notice appeared in the Idaho Mountain Express, was mailed to outside agencies, and was posted in three (3) public locations on February 14, 2018. Continuation of the hearing to March 27, 2018 was announced at the March 12, 2018 meeting.
- PUBLIC HEARINGS:** Planning and Zoning Commission
- March 12, 2018
 - March 27, 2018
- PLANNER:** Brittany Skelton, Senior Planner
- ATTACHMENTS:**
- A. District Use Matrix
 - B. Sun Valley Gallery Association map

INTRODUCTION

The purpose of this staff report is to put forward two proposed amendments to the zoning code, one of which would also necessitate a revision to the zoning map, for initial consideration by the discussion. Both amendments were brought to City Council on February 5, 2018 for policy direction and Council directed staff to proceed with the amendments.

Staff recommends initial consideration of the proposed amendments during this meeting and continuing the public hearing to April 9, 2018.

Retail establishment square footage limitation

All zoning districts in Ketchum that permit retail use, other than the Community Core, impose limitations on the size a retail establishment may be. In the Light Industrial and Tourist districts the size of retail establishments are limited in order to meet the intentions for retail in those zones – retail is intended to be accessory to primary uses. For example, in the Light Industrial District - 1 retail trade for uses other than building, construction and landscaping materials and equipment rental is not permitted to exceed 30 percent (30%) of gross floor area, or 800 square feet, whichever is less. In the Tourist zone retail trade is not permitted to exceed 2,500 square feet.

Ketchum is a small mountain-resort town recognized for its character and sense of place (recent recognition includes American Planning Association's Great Places award for Ketchum's Main Street in 2016) with a compact, walkable downtown. Ketchum's downtown, zoned Community Core, is the area within the city designated and zoned for retail use. Although the city is small and compact there are no regulations within the zoning code intended to ensure retail establishments are of complementary and appropriate scale.

As such staff recommends a zoning code text amendment limiting the aggregate gross floor area for individual retail/wholesale trade of a single-tenant retail establishment to 36,000 square feet and aggregate gross floor area for grouped retail/wholesale to 50,000 square feet.

Consolidation of Community Core Sub-districts

The four subdistricts of the Community Core are a holdover from the Form Based Code that was adopted in 2006 and repealed in 2015. Staff's initial analysis finds that sub-districts B, Arts District and D, Traditional Neighborhood, have not performed as intended by the Form Based Code and have also underperformed in terms of new development in the past 10 years. Further, there are conflicts between the Future Land Use Map destinations in the 2014 Comprehensive Plan and the subdistrict boundaries and existing uses in Subdistrict D and uses permitted by the zoning code.

Staff's recommendation is to eliminate subdistricts B (Arts) and D (Traditional Neighborhood) and to incorporate those districts into subdistrict C, Urban Residential. The boundaries of subdistrict A, Retail Core, would remain the same. Additionally, staff recommends renaming the subdistricts to Subdistrict 1 – Retail Core and Subdistrict 2 – Mixed-Use. To achieve this recommendation the District Use Matrix (17.12.020) and Dimensional Standards Matrix – CC Districts (17.12.040) and the zoning map will need to be amended.

PUBLIC INPUT

No written public comment was for the March 12, 2018 hearing. No written public comment was received prior to publication of this staff report for the March 27, 2018 public hearing. Any written public comment received prior to the public hearing will be distributed to the Commission and included in the public record.

ANALYSIS

Analysis – Retail Establishment Square Footage Limitation

As discussed in the introduction, there are currently no regulations limiting the size of retail establishments in the Community Core district that would prevent a development out of scale with Ketchum’s downtown from occurring. Staff views this as an oversight; the county’s largest city, Hailey, does have such limitations, which are as follows:

- Individual retail/wholesale trade of a single-tenant retail establishment - 36,000 square feet
- Aggregate gross floor area for grouped retail/wholesale - 50,000 square feet.

The Albertsons grocery store in Hailey is approximately 36,000 square feet. Using Hailey’s square footage limitations as a basis, staff evaluated existing large individual and aggregate retail establishments in Ketchum and the physical constraints of Ketchum downtown city blocks, which are separated by alley and street rights-of-way.

Large single tenants in Ketchum include City Market (approximately 12,000 square feet) and Atkinsons (approximately 18,000 square feet). The largest aggregate retail developments are Giacobbi Square (approximately 48,000 square feet, including Atkinsons, and first floor and basement retail) and the Christiania buildings (approximately 24,000 square feet Walnut/Sun Valley Road and approximately 20,000 square feet Spruce/Sun Valley Road). All approximate measurements were taken by measuring building footprints through the Blaine County GIS online map.

Most original Ketchum Townsite parcels are 5,500 square feet in size, with 8 parcels comprising a city block, at a square footage of 44,000 square feet. Giacobbi Square and the Christiania buildings were both developed on an area equivalent to a complete Ketchum Townsite block (8 townsite parcels).

Recommendation

Staff recommends 50,000 aggregate gross square feet for grouped retail/wholesale finding the size reflective of Ketchum’s existing downtown block pattern and existing aggregate retail developments.

Staff recommends 36,000 gross square feet for individual retail/wholesale trade for a single-tenant retail establishment finding this upper threshold, used by Hailey, to have resulted in the maximum size grocery store appropriate for the Wood River Valley.

Analysis – Consolidation of Community Core Subdistricts

The 2001 Comprehensive Plan and the 2006 Downtown Master Plan both emphasized the importance of high-quality design of buildings and public spaces in the downtown core to the vitality of Ketchum. In 2006 the City adopted a 90-page Form Based Code to regulate design and uses in the Community Core as a means of implementing the 2001 Comprehensive Plan and the 2006 Downtown Master Plan (Ord. 994).

Building upon the 2006 Master Plan’s identification of multiple districts within the Community Core, the Form Based Code introduced four Community Core Sub-Districts. Each sub-district permitted a specific palette of building types, selected from the array of six building types included in the Form Based Code that represented existing and desired character. While there was a general Permitted Use Table included in the Form Based Code, the locations where a use could occur within a building were governed by the Building Type.

For example, office use may be permitted on any parcel in a subdistrict, but if a Type 5 Urban Residential building were constructed, office use would only be permitted on the ground floor and any upper floors would be required to have residential use only. In another example, some building types specified that the first 20

feet of depth of the building must have a specific use, such as retail, while the rear of a building or upper floor may have another use, such as office or residential.

Building Type	Sub-District A: Retail Core	Sub-District B: Arts District	Sub-District C: Urban Residential	Sub-District D: Traditional Neighborhood
Traditional Mixed Use (Type 1)	Traditional Mixed Use (Type 1)	Traditional Mixed Use (Type 1)		
Mixed-Use with Cellar (Type 2)	Mixed-Use with Cellar (Type 2)	Mixed-Use with Cellar (Type 2)	Mixed-Use with Cellar (Type 2)	
Neighborhood Mixed-Use (Type 3)		Neighborhood Mixed-Use (Type 3)	Neighborhood Mixed-Use (Type 3)	
Multifamily Home (Type 4)			Multifamily Home (Type 4)	Multifamily Home (Type 4)
Urban Residential (Type 5)			Urban Residential (Type 5)	
Hotel (Type 6)	Hotel (Type 6)	Hotel (Type 6)		
Other	Civic Building	Civic Building	Civic Building	Civic Building
Uses Permitted by Location in Building	Sub-District A: Retail Core	Sub-District B: Arts District	Sub-District C: Urban Residential	Sub-District D: Traditional Neighborhood
Ground Floor w/Street Frontage	Retail trade, retail service and professional service as permitted *One building type required a CUP for ground floor professional use	Retail trade, retail service and professional service as permitted	Retail trade, retail service and professional service as permitted All residential uses as permitted.	Residential and professional service uses as permitted
Ground Floor No Street Frontage	All uses as permitted	All uses as permitted	All uses as permitted	Residential and professional service uses
Upper Floor w/Street Frontage	All uses as permitted	All uses as permitted	All uses as permitted	Residential uses as permitted
Upper Floor No Street Frontage	All uses as permitted	All uses as permitted	All uses as permitted	Residential uses as permitted

The intent of the sub-districts was to drive and reinforce character and uses in different parts of downtown, or “sub-districts”, that the community voiced preference for during the 2001 Comprehensive Plan and the 2006 Downtown Master Plan processes.

However, not long after the Form Based Code was adopted, the city experienced the same recession that affected the nation as a whole; development of new commercial buildings came nearly to a halt. Between 2006 and 2015 only three new commercial buildings were permitted under the Form Based Code (the Limelight Hotel was permitted during this time but was approved through the PUD-Hotel process).

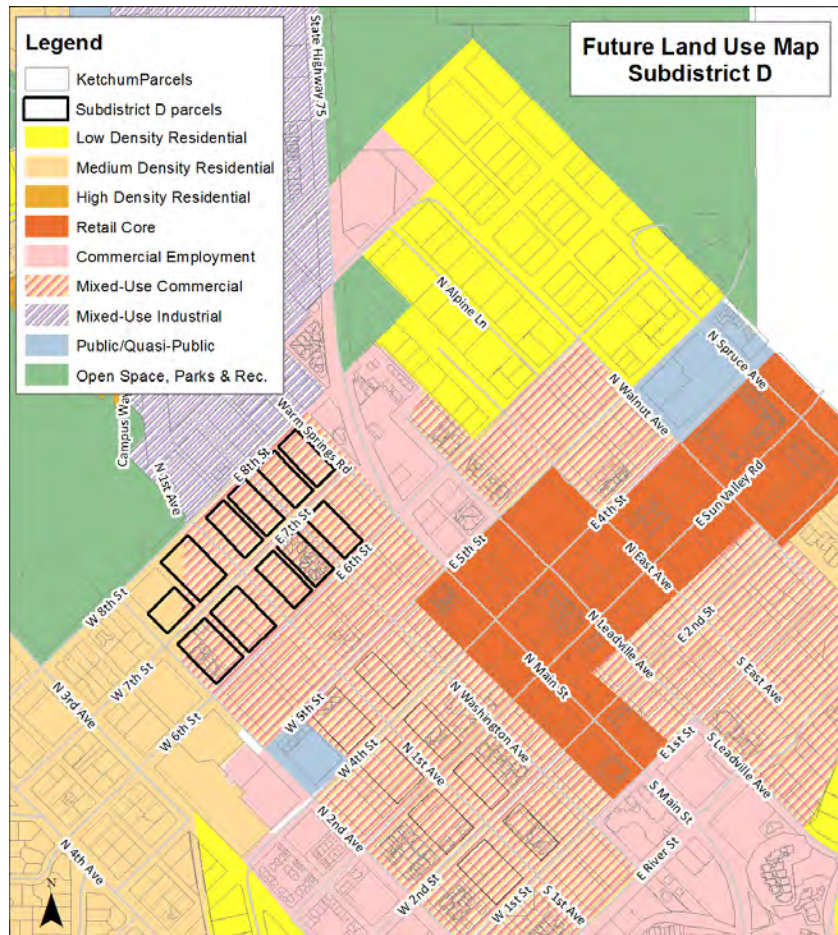
- 2007 – Mountain West Bank (07-031)
- 2008 – Rustic Moose (08-112)
- 2009 – Whiskey Jacques (09-044)

In 2015 the Form Based Code was repealed, but the subdistricts remained part of the zoning map and the District Use Matrix. Pertinent holdovers from the Form Based Code currently in place are:

- 100% residential buildings are permitted only in Subdistricts C and D.
- Only permitted use on first floor for first 20’ of depth of street frontage for buildings in Subdistrict A is retail; offices in the first 20’ of depth of street frontage require a Conditional Use Permit.
- Hotels permitted only in Subdistricts A and B.

The Form Based Code allowed only Multi-Family Homes and civic buildings to be constructed in Subdistrict D and in keeping with the form uses were severely limited; only residential and professional service uses were permitted . With the wider range of building types permitted by the Form Based Code in Subdistricts A, B, and C, other than the provisions for hotels and retail, the uses permitted in A, B, and C overlap (*see Attachment A, District Use Matrix*).

Although the Form Based Code was in place when the 2014 Comprehensive Plan was adopted, the Future Land Use Designation for Subdistrict D conflicts with the Land Use Category of Mixed-Use Commercial.



CC-D – Traditional Neighborhood

2014 Comprehensive Plan Future Land Use Map Designation	Current Zoning Ordinance Uses Permitted
<p>Mixed Use Commercial This Mixed-Use Commercial category is intended to promote a wide range of land uses, including offices, medical facilities, health/wellness-related services, recreation, government, residential, and services. General retail is limited to the downtown core.</p> <p>The intent of the Mixed-Use Commercial category is to improve two areas: 1) the downtown area outside the retail core, and 2) the area surrounding St. Luke’s Hospital (McHanville/Cold Springs Canyon) where development must be sensitively sited for viewshed and wildlife habitat protection.</p>	<ul style="list-style-type: none"> • multi-family housing • tourist house • residential care facilities • business support (ground floor only) • office (ground floor only) • public use • semi-public use • public recreation facility

Absent from the list of uses currently permitted in Subdistrict D are the “wide variety” of land uses that the Comprehensive Plan intends. As a result, several of the uses in the Community Core within Subdistrict D that contribute to the overall diversity and vibrancy of the city are non-conforming and pre-date the Form Based Code (Lefty’s, Moss Garden Center, Growing Garden Daycare Center). One recently vacated building (Sun Summit Ski & Cycle) is within Subdistrict D and no new retail business is permitted to locate there due to the use restrictions.

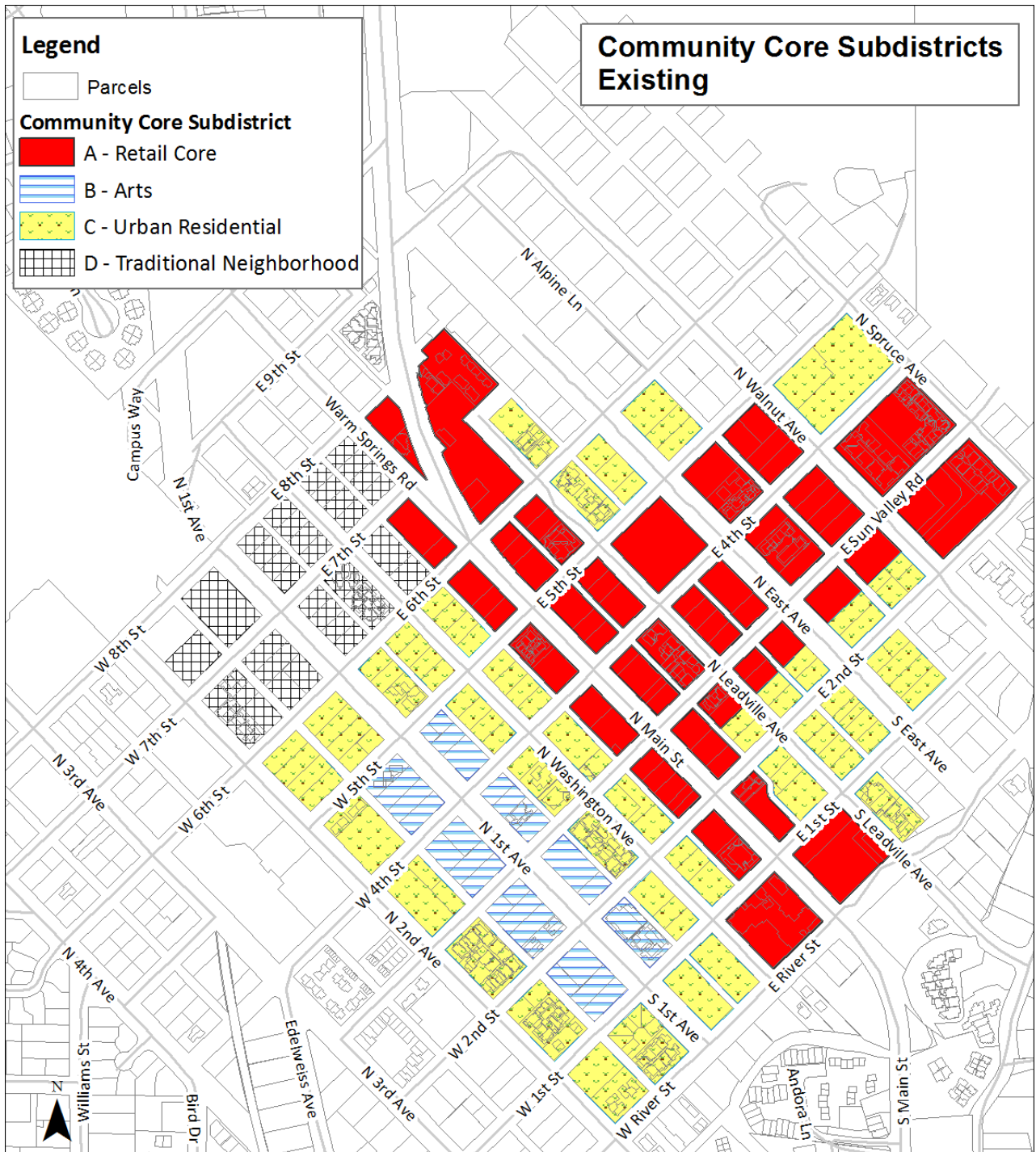
Additionally, despite the use restrictions being in place for 12 years, ground floor uses in the Retail Core continue to contain an abundance of real estate offices and banks, since many real estate offices and banks pre-date the Form Based Code.

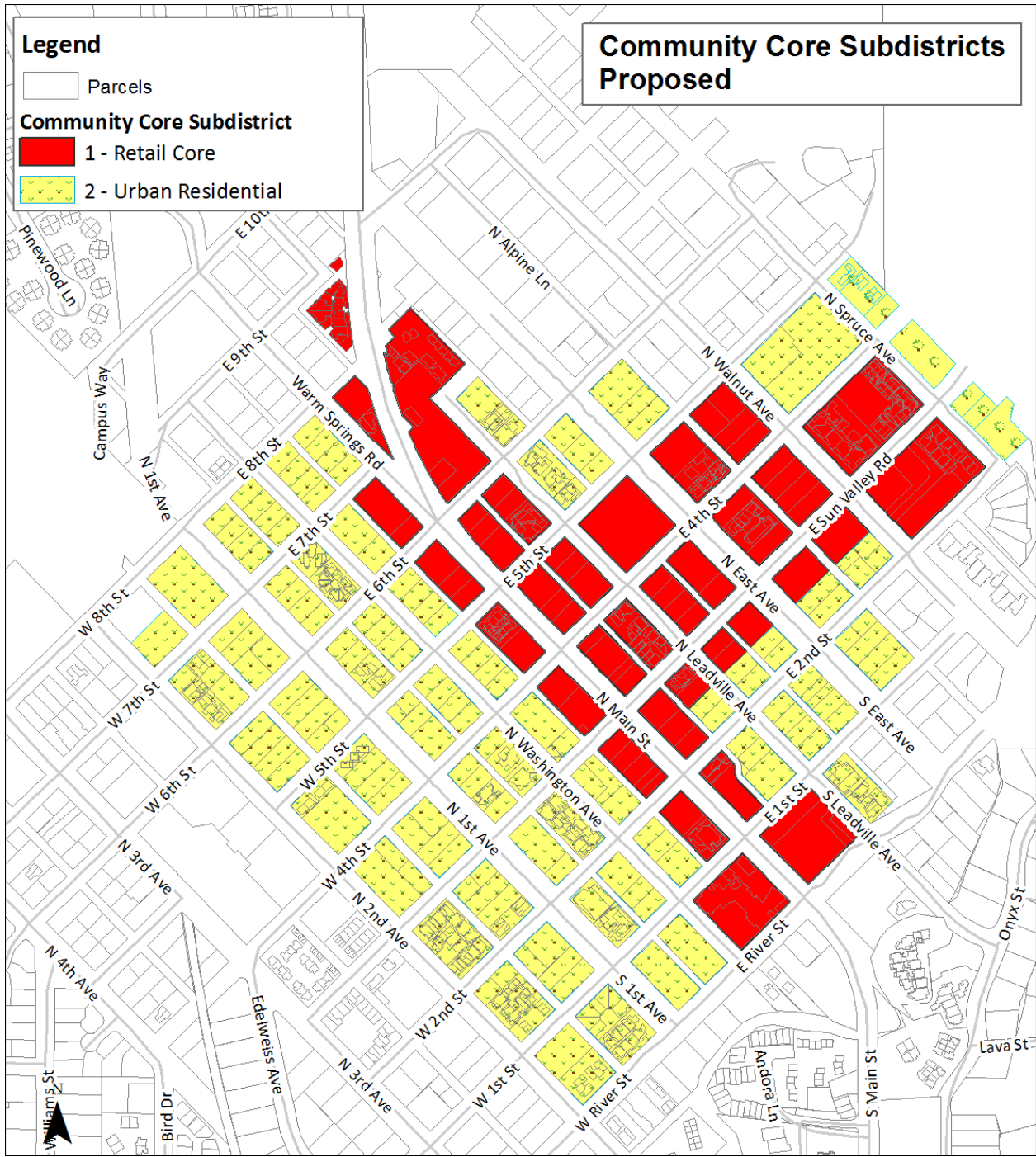
Staff finds that because the Form Based Code’s limited duration that overlapped with the recession, and despite the ensuing use restrictions, the existence of four subdistricts has not largely driven character and redevelopment of the Community Core. Another example is Subdistrict B, Arts; half of the art galleries participating in the Sun Valley Gallery Association are located in a different subdistrict (*see Attachment B, Sun Valley Gallery Association map*).

Recommendation

With the entirety of this analysis in mind, staff recommends consolidating Subdistricts B and D into Subdistrict C, and renaming the Subdistrict A – Retail Core to Subdistrict 1 – Retail Core and renaming Subdistrict C to Subdistrict 2 – Mixed-Use. (*See existing and proposed subdistrict maps on the following pages.*)

Staff also recommends the Commission discuss whether how one key components of the District Use Matrix would be affected by such a consolidation – should hotels be permitted in





RECOMMENDED MOTION

Staff recommends continuing the public hearing to April 9, 2018.

"I MOVE TO CONTINUE THE PUBLIC HEARING TO APRIL 9, 2018."

Attachment A

District Use Matrix

17.12.020: DISTRICT USE MATRIX:

A. District Use Matrix:

1. Use Matrix: The district use matrix lists all use types and all zoning districts where the use type is permitted (P), permitted with approval of a conditional use permit (C) or permitted as an accessory use (A) to a principal use.
2. Prohibited Uses: All uses not specifically listed in the district use matrix are prohibited, except where State or Federal law otherwise preempts local land use regulation.
3. Overlay Districts: Regardless of whether the district use matrix lists a use type as permitted, permitted with approval of a conditional use permit or permitted as an accessory use to a principal use, the use type shall be further regulated and prohibited if listed as a prohibited use in any applicable overlay district.
4. Additional Requirements: In addition to requirements listed in applicable overlay districts, additional requirements for specific uses are listed in [chapter 17.124](#), "Development Standards", of this title.
5. Floor Area Ratios (FAR) And Community Housing: Refer to sections [17.124.040](#), [17.124.050](#), "Hotels", [17.100.030](#) and [17.101.030](#) of this title for FAR and community/inclusionary housing requirements.
6. Accessory Use: An accessory use, unless otherwise permitted for in this title, shall not commence and no accessory structure shall be constructed without a principal use first being lawfully established on the subject site, unless otherwise specified in [chapter 17.116](#), "Conditional Uses", of this title.

DISTRICT USE MATRIX

P = Permitted	C = Conditional	A = Accessory
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District Uses	LR	LR-1	LR-2	GR-L	GR-H	STO-4	STO-1	STO-H	T	T-3000	T-4000	CC SD A	CC SD B	CC SD C	CC SD D	LI-1	LI-2	LI-3	RU	AF
Residential:																				
Dwelling, multi-family				p1	P			P	P	P	P	p26	p26	P	P	C14	C14	C14	C19	
Dwelling, one-family	P	P	P	p2	P	P	P	P	P	P	P	See note 28	See note 28	See note 28	See note 28				C19	P
Residential care facility	p4	p4	p4	p4	p4	p4	p4	p4	p4	p4	p4	p26	p26	P	P					
Commercial:																				
Adult only business																	P			
Agriculture, commercial																				P
Business support service												P	P	P	p27	P	P			
Convenience store									P			P	P	P		p12	p16			
Daycare center				C4	C4				p4	p4	p4	P	P	P		C17		C17		
Daycare facility				C4	P4			C4	p4	p4	p4					C17		C17	p4	
Drive-through facility												p9	p9	p9						
Equestrian facility																			C	C
Food service									P	p6	p6	P	P	P		PC15	PC15		C29	
Golf course	P	P	P	P	P	P	P	P	P	P	P								C	
Grocery store												P	P	P						
Health and									P			P	P	P		C	C			

fitness facility																							
Hotel								p25	p25	p25	p25	p25											
Hybrid production facility											P	P	P					P	P				
Instructional service											P	P	P					P	P				
kennel, boarding																		P	P				
Laundry, industrial																		P	P				
Lodging establishment								P	P	P	P	P											
Maintenance service facility																		P	P				C
Manufacturing																		P	P				
Mortuary											C	C	C										
Motor vehicle fueling station																		C ³¹	C ³¹				
Motor vehicle sales																		C	C				
Motor vehicle service																		P	P				
Office, business								C			p10	P	P	p24								P	
Outdoor entertainment								P	P	P	P	P	P										
Personal service								P	p6	p6	P	P	P					p13					
Professional service																		P	P				
Recreation facility, commercial								C	C	C	p20	p20	p20										C
Repair shop								P	p6	p6	P	P	P					P	P				
Retail trade								p5			P	P	P					p12	p16				C ²⁹
Self-service storage facility																		P	P				
Ski facility								C	C	C													C C
Storage yard																		P	P				
Studio, commercial											P	P	P					P	P	P			
TV and radio broadcasting station																		P	P	P			
Tourist house								P	P	P	p11	p11	p11	p11									
Tourist housing accommodation						P	P	P	P	P													
Truck terminal																		P	P				
Veterinary service establishment																		P	P				C ²¹
Warehouse																		P	P	P			

Wholesale																P	P			
Wireless communication facility	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³	C ²³
Public and institutional:																				
Assembly, place of				C ³	C ³								C	C	C					
Cemetery																			C	C
Cultural facility													P	P	P					C
Geothermal utility											C ⁷									
Hospital													C	C	C					
Medical care facility					C					P			P	P	P					
Nature preserve	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Parking facility, off-site										C	C	C	C	C	C	C				
Parking, shared										C ⁸	C ⁸	C ⁸	P ⁸	P ⁸	P ⁸	P ⁸				
Performing arts production													P	P	P					C
Public use	C	C	C	C	C	C	C	C	C	C	C	C	P	P	P	C	C	C	C	C
Public utility	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Recreation facility, public	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Recycling center																		P		
School residential campus																			p ³⁰	
Semi-public use					C					C	C	C	P	P	P					C
Accessory:																				
Agriculture, urban	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²	A ²²
Daycare home	A ⁴	A ⁴	A ⁴	A ⁴	A ⁴	A ⁴	A ⁴	A ⁴	A ⁴	A ⁴	A ⁴							C ⁴		A ⁴
Daycare, on site employees																		A	A	A
Dwelling unit, accessory	A ¹⁸	A ¹⁸	A ¹⁸	A ¹⁸	A ¹⁸	A ¹⁸	A ¹⁸	A ¹⁸	A ¹⁸	A ¹⁸	A ¹⁸	A ¹⁸	A ¹⁸	A ¹⁸	A ¹⁸	A ¹⁸				A ¹⁸
Electric vehicle charging station	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Energy system, solar	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Energy system, wind	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Equestrian facility, residential	A	A	A	A	A	A	A	A	A	A	A									A
Fallout shelter	A	A	A	A	A	A	A	A	A	A	A									A
Guesthouse	A	A	A	A	A	A	A	A	A	A	A									
Home occupation	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A

Recreation facility, residential	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A		
Sawmill, temporary																				C

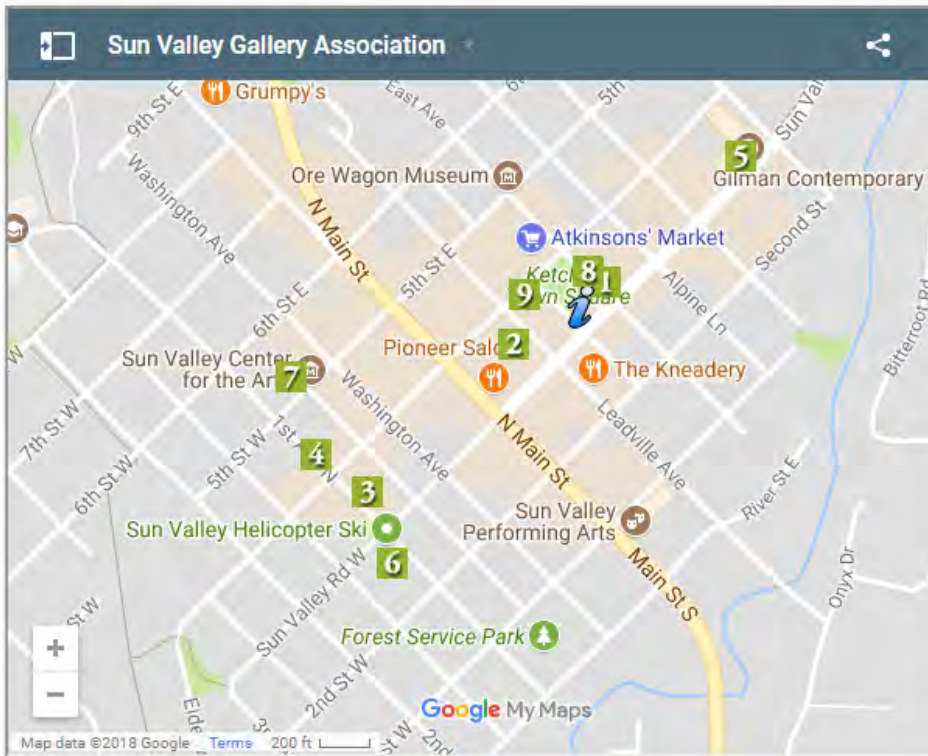
Notes:

1. A multi-family development containing up to 2 dwelling units is permitted.
2. 2 one-family dwellings are permitted.
3. Religious institutions are allowed through the provision of a conditional use permit. No other assembly uses as defined in [chapter 17.08](#) of this title are permitted.
4. Use is not permitted in the Avalanche Zone. Reference Zoning Map.
5. Retail trade is permitted but must not exceed 2,500 square feet.
6. Uses must be subordinate to and operated within tourist housing and not to exceed 10 percent of the gross floor area of the tourist housing facility.
7. Utility for offsite use.
8. See section [17.125.070](#) of this title for shared parking standards.
9. Drive-throughs are not allowed in association with food service establishments.
10. This is a permitted use, however offices and professional services on the ground floor with street frontage require a conditional use permit.
11. Tourist houses shall only be located in existing one-family dwellings. Additions to the home shall not exceed 20 percent of the existing square footage.
12. The following forms of retail trade are permitted: a) equipment rental, including sporting equipment and entertainment equipment, b) building, construction and landscaping materials; small engines with associated sales, c) retail in conjunction with manufacturing, warehousing or wholesaling not to exceed 30 percent gross floor area or 800 square feet, whichever is less; no advertising is displayed from windows or building facades; and no access onto a major arterial is allowed if an alternative access is available.
13. Personal service is not allowed except for laundromats and dry cleaning establishments.
14. See section [17.124.090](#) of this title for industrial districts residential development standards.
15. Catering and food preparation is permitted. Restaurants require a conditional use permit and shall not exceed 1,000 square feet and serve no later than 9:00 P.M. unless expressly permitted through approval of the conditional use permit.
16. The following forms of retail trade are permitted: a) equipment rental, including sporting equipment and entertainment equipment; b) building, construction and landscaping materials; small engines with associated sales; c) furniture and appliances in conjunction with warehousing not to exceed 18 percent gross floor area or 900 square feet, whichever is less; d) other retail in conjunction with manufacturing, warehousing or wholesaling; it is limited to 10 percent gross floor area or 500 square feet, whichever is less. Retail uses c) and d) of this note shall have no advertising displayed from windows or building facades; and no access will be permitted onto a major arterial if an alternative access is available.
17. See subsection [17.124.120C](#) of this title for industrial districts daycare development standards.
18. See section [17.124.070](#) of this title for accessory dwelling unit development standards.
19. A maximum of 5 dwelling units are allowed through a conditional use permit and shall be a minimum of 400 square feet and not exceed 1,200 square feet in size.
20. Indoor only.
21. Only allowed in conjunction with an equestrian facility.
22. See section [17.124.080](#) of this title for urban agriculture development standards.
23. See [chapter 17.140](#) of this title for wireless communications facility provisions.
24. Allowed on the ground floor only.
25. See section [17.124.050](#) of this title for hotel development standards.
26. Ground floor street frontage uses are limited to retail and/or office uses. In Subdistrict A office uses require a conditional use permit.
27. Ground floor only.
28. Through the provision of a conditional use permit, the Planning and Zoning Commission may approve a 20 percent increase to the total existing square footage of an existing nonconforming one-family dwelling.
29. Use is allowed as an accessory use through the provision of a conditional use permit.
30. Development agreement required.
31. Vehicular access from Highway 75 to motor vehicle fueling stations is prohibited.

(Ord. 1174, 2017: Ord. 1150, 2016: Ord. 1135, 2015)

Attachment B

Sun Valley Gallery Association Map



Member Galleries

1. Broschofsky Gallery
208.726.4950
2. Frederic Boloix Fine Art
208.726.8810
3. Friesen Gallery
208.726.4174
4. Gail Severn Gallery
208.726.5079
5. Gilman Contemporary
208.726.7585
6. Kneeland Gallery
208.726.5512
7. Sun Valley Center for the Arts
208.726.9491
8. Wood River Fine Arts
208.928.7728
9. MESH Gallery
208.309.3200

Attachment B

Retail Size Research Sources

1. <https://www.familydollar.com/corporate/our-company/about-family-dollar>
2. <https://247wallst.com/retail/2014/03/22/walmart-now-has-six-types-of-stores/>
3. <http://time.com/money/4182681/walmarts-express-stores-close/>
4. <https://corporate.target.com/press/releases/2017/10/target-opens-12-new-stores-across-the-country-expa>
5. http://www.apparesearch.com/names/t/tjx/tjx_companies_apparel_retailer_profile.htm
6. https://www.jhnewsandguide.com/news/business/shoppers-brave-freeze-for-shot-at-t-j-maxx/article_f9ac9afb-0787-542e-b184-e2f60dd8a1d0.html



City of Ketchum

July 9, 2018

Ketchum Planning and Zoning Commission

**STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
REGULAR MEETING JULY 9, 2018**

- PROJECT:** City-initiated Text Amendments to Title 17, Zoning, to amend regulations affecting Ketchum's Light Industrial Zoning District
- REPRESENTATIVE:** City of Ketchum Planning and Building Department
- DESCRIPTION:** Amendments to:
1) §17.18.140, §17.18.150 and §17.18.160, Purpose of LI-1, LI-2, and LI-3;
2) §17.08.020, Definitions;
3) §17.12.020, District Use Matrix;
4) §17.12.030, Dimensional Standards, Districts Matrix; and
5) §17.124.090, Residential, Light Industrial Districts
- NOTICE:** Notice appeared in the Idaho Mountain Express, was mailed to outside agencies, and was posted in three (3) public locations on February 14, 2018. The hearing was continued to the March 27, 2018, April 9, 2018, May 14, 2018, May 29, 2018, June 11, 2018 and June 25, 2018 meetings.
- PUBLIC HEARINGS:** Planning and Zoning Commission
- March 12, 2018
 - March 27, 2018
 - April 9, 2018
 - May 14, 2018
 - May 29, 2018
 - June 11, 2018
 - June 25, 2018
 - July 9, 2018
- PLANNING DIRECTOR:** John Gaeddert, PhD

INTRODUCTION

At the June 25th, 2018 meeting the Commission toured the Light Industrial area and reviewed the following topics:

1. Purpose/intent of Light Industrial zones
2. First floor minimum heights
3. Mitigating conflict between uses – decibels and hours of operation

The topics of focus for this meeting are set forth in Exhibit A and include **five edit areas** proposed for amendment in the Light Industrial District. In particular, feedback and edits on the following topics are sought:

1. LI-1, LI-2 and LI-3 purpose (§17.18.140, §17.18.150 and §17.18.160);
2. Definitions affecting LI uses (§17.08.020)
3. Permitted, conditional, and accessory uses in the LI districts, as set forth in the district use matrix (§17.12.020)
4. Consideration of an additional LI dimensional standard (§17.12.030); and
5. PENDING edits to residential light industrial district standards (§17.124.090).

STAFF RECOMMENDATION AND RECOMMENDED MOTION

After reviewing the proposed edits and taking public comment, staff recommends the Commission continue the public hearing to August 13th, 2018.

"I MOVE TO CONTINUE THE PUBLIC HEARING TO August 13th, 2018."

Exhibit

- A. Proposed Title 17 Edit Areas #1 – 5 (Draft Edits to Title 17 and, in particular, the Purpose, Uses, Dimensional Standards, and Residential Requirements in Ketchum's Light Industrial Districts)

EXHIBIT A

Consistent with public comments and staff analysis, five sections of Title 17 of the Zoning Ordinance of the Ketchum Municipal Code (KMC) are proposed for amendment (denoted as *Edit Areas*).

EDIT AREA #1 - Light Industrial Area Purposes

All new text proposed to be added to the LI purpose section is underlined. Text that is proposed to be repealed is ~~stricken~~.

17.18.140: LIGHT INDUSTRIAL DISTRICT NUMBER 1 (LI-1)

- A. Purpose: The LI-1 light industrial district number 1 is established as a transition area providing (1) limited commercial service industries; (2) limited retail; (3) small light manufacturing; (4) research and development; and (5) offices related to building, maintenance and construction; and, (6) multiple-family dwellings, constructed to be secondary and subordinate to the primary light industrial purpose of the LI-1. Uses in the LI-1 are intended to and which generate traffic primarily from the industrial trades (and not little traffic from tourists and the general public).

17.18.150: LIGHT INDUSTRIAL DISTRICT NUMBER 2 (LI-2)

- A. Purpose: The LI-2 light industrial district number 2 is established with the foremost purpose of providing to provide for a permanent year round employment base and the location of for (1) light manufacturing, (2) wholesale trade and distribution, (3) research and development, (4) service industries, and (5) limited related, bulk retail and offices related to building, maintenance and construction. A secondary purpose of the LI-1 is to provide multiple-family dwellings, constructed to be secondary and subordinate to the primary light industrial purpose of the LI-2. Uses in the LI-2 are intended to and which generate traffic primarily from the industrial trades (and not little traffic from tourists and the general public).

17.18.160: LIGHT INDUSTRIAL DISTRICT NUMBER 3 (LI-3)

- A. Purpose: The LI-3 light industrial district number 3 is established as a transition area providing for a permanent year round employment base and the location of research and development, wholesale trade and distribution and high technology industries along with offices related to building, maintenance and construction. Traffic generated from the LI-3 is primarily from the industrial trades (not little traffic from tourists and the general public) and which generate little traffic from tourists and the general public and providing from a mix of deed restricted and market rate housing.

EDIT AREA #2 – Definitions

Proposed amendments to the Definitions (§17.08.020) of Title 17 of the KMC follow. All new text proposed to be added are underlined. Text that is proposed to be repealed is ~~stricken~~. (NOTE: each of these definitions are applicable or proposed to be applicable to the LI Districts).

BUSINESS SUPPORT SERVICE: The use of land for the sale, rental, or repair of office equipment, supplies, and materials, or the provision of services used by office and service establishments. Uses include: ~~Typical uses include, but are not limited to,~~ office equipment and supply firms, small business machine

repair shops, convenience printing and copying establishments, or information technology support services.

DAYCARE, ONSITE EMPLOYEE: Child care programs that occur in facilities where parents are on the premises.

INSTRUCTIONAL SERVICE: The use of land for the provision of informational, instructional and similar services for personal improvement. Typical uses include, but are not limited to, health or physical fitness studios-facilities, dance, music, arts or photography studios, educational tutoring facilities, handicraft or hobby instruction.

JOINT LIVE-WORK UNITS: Joint live-work units incorporate residential living space in a nonresidential building. Joint live-work units are held in common ownership and cannot be sold or platted as separate condominiums, as documented with a restrictive covenant.

OFFICE, CONTRACTOR-RELATED BUSINESS: An establishment wherein the primary use is the conduct of a business or profession specifically related to building contracting including, design services, engineering, construction and property.

PROFESSIONAL RESEARCH SERVICES: An establishment that specializes in performing professional, scientific, and technical research services and may inclusive of light manufacturing as an accessory use. Uses are limited to: Typical uses include, but are not limited to, construction contractors, physical distribution and logistics, engineering and specialized design services, electronic and computer services, photographic services, research, development and scientific services, and internet or remote sales and marketing. This definition does not include uses which create vibration outside the exterior building walls, or uses that would diminish the quality of air and water in the city.

PUBLIC UTILITY: An organization that maintains the infrastructure for a public service, which often also provides a service using that infrastructure.

QUALIFYING GROUND FLOOR: A ground floor of a building, where the start of the second story is 18 feet or more above the level of the finished floor. In the LI zoning districts, buildings with a Qualifying Ground Floor are permitted a higher overall height.

RESTRICTIVE COVENANTS: A restrictive covenant runs with the land and, thereby, binds present and future owners of the property. Restrictive covenants are used to implement the conditions of a land use approval or ensure implementation of project mitigations and components.

TV AND RADIO BROADCASTING: An installation consisting of one or more transmitters or receivers used for radio, television or cable communications or broadcasting.

EDIT AREA #3 – LI-1, LI-2, and LI-3 Land Use Matrix

Title 17 of the KMC sets forth a series of regulated uses by district.

In the LI-1, LI-2, and LI-3 the following uses, as defined in §17.08.020, are either Permitted (P), Conditional (C), or Accessory (A).

Proposed amendments to the District Use Matrix (§17.12.020) and Definitions (§17.08.020) are as follows. Again, all new text proposed to be added to the land use matrix and/or definitions section of Title 17 are underlined. Text that is proposed to be repealed is ~~stricken~~. (TWO NOTES: 1. definitions that appear in **bold** in the left hand column, e.g., adult only, are exclusively referenced in the LI Districts).

USES	DEFINITIONS	LI-1	LI-2	LI-3	MATRIX NOTES
<u>Residential</u>					
Dwelling, multi-family	DWELLING, MULTIPLE-FAMILY: A building, under single or multiple ownership, containing two (2) or more dwelling units used for residential occupancy.	C 14	C 14	C 14	14. See section 17.124.090 of this title for industrial districts residential development standards.
<u>Commercial</u>					
Adult only business	ADULT ONLY BUSINESS: A premises where minors are excluded by virtue of their age as a prevailing business practice or as required by law and which stock in trade and offers for sale, trade or rent of products are characterized by an emphasis upon the depiction or description of sexual activities or exposed anatomical areas or for use in connection with sexual activities or exposed anatomical areas		P <u>C</u>		
Business support service	BUSINESS SUPPORT SERVICE: The use of land for the sale, rental, or repair of office equipment, supplies, and materials, or the provision of services used by office and service establishments. <u>Uses include:</u> Typical uses include, but are not limited to, office equipment and supply firms, small business machine repair shops, convenience printing and copying establishments, or information technology support services.	P	P		

USES	DEFINITIONS	LI-1	LI-2	LI-3	MATRIX NOTES
Convenience store	<p>CONVENIENCE STORE: A retail store with a floor area of less than one thousand five hundred (1,500) square feet that sells groceries and small convenience items. Convenience stores provide no motor vehicle service of any kind.</p>	P 12	P 16		<p>12. The following forms of retail trade are permitted: a) equipment rental, including sporting equipment and entertainment equipment, b) building, construction and landscaping materials; small engines with associated sales, c) retail in conjunction with manufacturing, warehousing or wholesaling not to exceed 30 percent gross floor area or 800 square feet, whichever is less; no advertising is displayed from windows or building facades; and no access onto a major arterial is allowed if an alternative access is available.</p> <p>16. The following forms of retail trade are permitted: a) equipment rental, including sporting equipment and entertainment equipment; b) building, construction and landscaping materials; small engines with associated sales; c) furniture and appliances in conjunction with warehousing not to exceed 18 percent gross floor area or 900 square feet, whichever is less; d) other retail in conjunction with manufacturing, warehousing or wholesaling; it is limited to 10 percent gross floor area or 500 square feet, whichever is less. Retail uses c) and d) of this note shall have no advertising displayed from windows or building facades; and no access will be permitted onto a major arterial if an alternative access is available.</p>
Daycare center	<p>DAYCARE CENTER: A daycare business providing care for thirteen (13) or more children on the premises at any one time. A daycare center is required to be licensed by the Idaho department of health and welfare.</p>	C 17		C 17	<p>17. See subsection 17.124.120.C of this title for industrial districts daycare development standards</p>
Daycare Facility	<p>DAYCARE FACILITY: A daycare business providing care for no more than twelve (12) children on the premises at any one time and having not more than four (4) employees. A daycare facility is required by state law to have a fire inspection.</p>	C 17		C 17	<p>17. See subsection 17.124.120.C of this title for industrial districts daycare development standards</p>
Food Service	<p>FOOD SERVICE: An establishment where food and drink are prepared, served and consumed on site with associated outdoor dining, or distributed to customers through take out, delivery or catering. Typical uses include, but are not limited to restaurants, cafes, delis, catering services and brewpubs that do not distribute beer produced for off site consumption.</p>	PC 15	PC 15		<p>15. Catering and food preparation is permitted. Restaurants require a conditional use permit and shall not exceed 1,000 square feet and serve no later than 9:00 P.M. unless expressly permitted through approval of the conditional use permit.</p>

USES	DEFINITIONS	LI-1	LI-2	LI-3	MATRIX NOTES
Health and fitness facility	HEALTH AND FITNESS FACILITY: A business or membership organization providing exercise facilities and/or nonmedical personal services to patrons, including, but not limited to, gymnasiums, private clubs (athletic, health, or recreational), tanning salons, and weight control establishments.	C	C		
Hybrid production facility	HYBRID PRODUCTION FACILITY: A commercial operation or use, on one or more premises within the same zoning district, where finished consumer goods are manufactured or produced and those same goods are offered for sale to the general public. Hybrid production facilities must be similar in size, scale and scope of operation with adjacent or nearby uses.	P	P		
Instructional service	INSTRUCTIONAL SERVICE: The use of land for the provision of informational, instructional and similar services for personal improvement. Typical uses <u>Uses</u> include, but are not limited to, health or physical fitness studios facilities , dance, music, arts or photography studios, educational tutoring facilities, handicraft or hobby instruction.	P C	P C		
Kennel, boarding	KENNEL, BOARDING: A facility providing for the commercial boarding, grooming or training of household pets not owned by the owner or occupant of the premises.	P	P		
Laundry, industrial	LAUNDRY, INDUSTRIAL: An industrial facility where fabrics are cleaned on a commercial or wholesale basis.	P	P		
Maintenance service facility	MAINTENANCE SERVICE FACILITY: A facility containing the necessary supplies and equipment to provide janitorial services and routine maintenance of buildings and property.	P	P		

USES	DEFINITIONS	LI-1	LI-2	LI-3	MATRIX NOTES
Manufacturing	<p>MANUFACTURING: The use of land for production, processing, compounding, assembly, testing, treatment, or fabrication of materials and products from processed or previously manufactured materials. Uses may include, but are not limited to, a machine shop, the manufacturing of apparel, ceramic products, cosmetics and toiletries, electrical appliances, electronics or information technology equipment, medical equipment or devices, paper products, pharmaceuticals, plastic products (but not the processing of raw materials), welding services, or tools and hardware. Uses with significant external effects that cannot be eliminated or contained during the manufacturing process are not allowed. Such external effects include, but are not limited to, smoke, noise, particulates, dirt, vibration, or odor.</p>	P	P		
Motor vehicle fueling station	<p>MOTOR VEHICLE FUELING STATION: A facility providing the retail sale and direct delivery to motor vehicles of fuel, including electric charging stations associated with a motor vehicle fueling station, lubricants and minor accessories, and retail sales for the convenience of the motoring public.</p>	C 31	C 31		31. Vehicular access from Highway 75 to motor vehicle fueling stations is prohibited.
Motor vehicle sales	<p>MOTOR VEHICLE SALES: A facility providing for the sale, lease, or rental of new or used noncommercial vehicles, including automobiles, noncommercial vehicles or trucks, motorcycles, recreational vehicles, or boats. The cleaning and routine maintenance of motor vehicles is allowed as an accessory use.</p>	C	C		

USES	DEFINITIONS	LI-1	LI-2	LI-3	MATRIX NOTES
Motor vehicle service	MOTOR VEHICLE SERVICE: A facility providing service for all types of repairs and maintenance of automobiles, commercial vehicles or trucks, trailers, construction equipment, agricultural implements, or similar industrial equipment, but does not include "junkyard" as defined by this chapter. Typical uses include, but are not limited to, automobile and truck repair garages, tire sales and installation, electronics installation and repair, oil and lubrication, windshield glass replacement services, vehicle cleaning and detailing, transmission shops, radiator shops, body and fender shops, painting, equipment service centers, machine shops, or other similar uses where repair activities are conducted.	P	P		
Office, business	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. Medical care facilities and hospitals are not included in this definition.			P	
<u>Office, Contractor-related business</u>	<u>OFFICE, CONTRACTOR-RELATED BUSINESS: An establishment wherein the primary use is the conduct of a business or profession specifically related to building contracting including, design services, engineering, construction and property management.</u>	P	P	P	

USES	DEFINITIONS	LI-1	LI-2	LI-3	MATRIX NOTES
Personal Service	PERSONAL SERVICE: The use of land for the provision of frequently or recurrently needed services of a personal nature. Such services include, but are not limited to, beauty and barber shops, grooming of household pets, seamstresses, tailors, shoe repair, laundromats or dry cleaning pick up/drop off where the processing of garments or fabrics is located in a separate facility.	P 13			13. Personal service is not allowed except for laundromats and dry cleaning establishments.
Professional Research Services	PROFESSIONAL <u>RESEARCH SERVICES</u> : An establishment that specializes in performing professional, scientific, and technical <u>research services</u> and may include light manufacturing as an accessory use. <u>Uses are limited to: Typical uses include, but are not limited to, construction contractors, physical distribution and logistics, engineering and specialized design services, electronic and computer services, photographic services, research, development and scientific services, and internet or remote sales and marketing. This definition does not include uses which create vibration outside the exterior building walls, or uses that would diminish the quality of air and water in the city.</u>	P	P	<u>P</u>	
Repair Shop	REPAIR SHOP: An establishment primarily engaged in repair services of sporting equipment and household appliances; not including motor vehicle service.	P	P		

USES	DEFINITIONS	LI-1	LI-2	LI-3	MATRIX NOTES
Retail Trade	<p>RETAIL TRADE: An establishment which provides the final step in the retailing process for the distribution of goods and commodities to customers. Retailers are organized to sell or rent merchandise in small quantities to the general public and operate a fixed point of sale location designed to attract a high volume of walk-in customers. Typical uses include, but are not limited to, establishments selling office supplies and equipment, building materials, plumbing supply, antiques or consignment items, home improvement and garden supplies, books and educational material, clothing, sporting goods, pharmaceuticals, medical devices, health and fitness supplies, art and associated material and household pet supplies. Motor vehicle sales are not included in this definition.</p>	P 12	P 16		<p>12. The following forms of retail trade are permitted: a) equipment rental, including sporting equipment and entertainment equipment, b) building, construction and landscaping materials; small engines with associated sales, c) retail in conjunction with manufacturing, warehousing or wholesaling not to exceed 30 percent gross floor area or 800 square feet, whichever is less; no advertising is displayed from windows or building facades; and no access onto a major arterial is allowed if an alternative access is available.</p>
Self-storage facility	<p>SELF-SERVICE STORAGE FACILITY: A building or group of buildings of a controlled access and fenced compound that contains varying sizes of individual, compartmentalized and controlled access stalls or lockers for the storage of customers' goods or wares.</p>	P	P		<p>16. The following forms of retail trade are permitted: a) equipment rental, including sporting equipment and entertainment equipment; b) building, construction and landscaping materials; small engines with associated sales; c) furniture and appliances in conjunction with warehousing not to exceed 18 percent gross floor area or 900 square feet, whichever is less; d) other retail in conjunction with manufacturing, warehousing or wholesaling; it is limited to 10 percent gross floor area or 500 square feet, whichever is less. Retail uses c) and d) of this note shall have no advertising displayed from windows or building facades; and no access will be permitted onto a major arterial if an alternative access is available.</p>

USES	DEFINITIONS	LI-1	LI-2	LI-3	MATRIX NOTES
Storage yard	STORAGE YARD: Storage of large equipment, operable vehicles and construction/property maintenance materials. This shall not include junkyards or wrecking yards.	P	P	<u>P</u>	
Studio, commercial	STUDIO, COMMERCIAL: Work space within an enclosed structure for artists and artisans, including individuals practicing, teaching, or demonstrating in one of the fine arts or performing arts, or skilled in an applied art or craft. Also includes recording studios. Incidental retail sales of items produced on the premises is allowed. A commercial studio may hold occasional events solely and exclusively in connection with the permitted uses conducted by the commercial studio. The events shall be subordinate in nature to the commercial studio and subject to the standards of section 17.124.150 of this title.	<u>P 32</u>	<u>P 32</u>	<u>P 32</u>	<u>32. Commercial studios in the Light Industrial District are subject to the standards of section 17.124.150 of this title.</u>
TV and radio broadcasting	<u>TV AND RADIO BROADCASTING: An installation consisting of one or more transmitters or receivers used for radio, television or cable communications or broadcasting.</u>	P	P	P	
Truck terminal	TRUCK TERMINAL: A facility for the receipt, transfer, short term storage, and dispatching of goods transported by truck. Included in the use type would be express and other mail and package distribution facilities.	P	P		
Veterinary service establishment	VETERINARY SERVICE ESTABLISHMENT: A facility rendering surgical and medical treatment to large animals and household pets, providing boarding kennels, and/or outdoor runs. Crematoriums are not included as an accessory use.	P	P		

USES	DEFINITIONS	LI-1	LI-2	LI-3	MATRIX NOTES
Warehouse	WAREHOUSE: A facility for the use of dry/cold storage, wholesale, and distribution of manufactured products, supplies, and equipment, excluding storage of materials that are inflammable or explosive or that present hazards or conditions commonly recognized as offensive.	P	P	P	
Wholesale	WHOLESALE: The sale of commodities in quantity for resale.	P	P		
Wireless Communication facility	WIRELESS COMMUNICATION FACILITY (WCF): A facility that transmits and/or receives electromagnetic signals, including antennas, microwave dishes, parabolic antennas, directional antennas and other types of equipment for the transmission or reception of such signals, towers or similar structures supporting the equipment, equipment buildings, shelters, cabinets, parking area, and other accessory development.	C 23	C 23	C 23	23. See chapter 17.140 of this title for wireless communications facility provisions
<u>Public and institutional</u>					
Nature preserve	NATURE PRESERVE: An area designated or set aside for the purpose of preserving natural areas or features, contains a minimum of six (6) acres, is held under lease or title by a nonprofit tax exempt organization under section 501c(3) of the internal revenue service code of 1954, or corresponding provisions of any amendments or any future United States revenue code for said purposes.	P	P	P	
Public use	PUBLIC USE: A structure or use intended or used for a public purpose by a city, other than the city of Ketchum, a school district, the county, the state, or by any other public agency, or by a public utility.	C	C	C	

USES	DEFINITIONS	LI-1	LI-2	LI-3	MATRIX NOTES
Public utility	<u>PUBLIC UTILITY: An organization that maintains the infrastructure for a public service, which often also provides a service using that infrastructure.</u>	P	P	P	
Recreation facility, public	RECREATION FACILITY, PUBLIC: A publicly owned and operated recreation facility.	P	P	P	
Recycling center	RECYCLING CENTER: A facility designed to be a collection point where only recyclable materials are sorted and/or temporarily stored prior to delivery to a permanent disposal site, or shipment to others for reuse, and/or processing into new products. This shall not include junkyards or wrecking yards.		P		
School residential campus	SCHOOL RESIDENTIAL CAMPUS: Multiple use building(s) and outdoor facilities/areas directly affiliated with an established public or semipublic educational institution for learning that include, but are not limited to, spaces devoted to dormitory, central kitchen and dining, office, classroom, study, school employee dwelling unit, study hall, gym/fitness, meeting, and parking.			P 30	30. Development agreement <u>and compliance with §17.124.090.C</u> required.
<u>Accessory</u>					
Agriculture, urban	AGRICULTURE, URBAN: The production of vegetables, fruits, honey, and eggs by residents for personal consumption and may include production by members of a neighborhood or by a nonprofit organization on one or more vacant lots for personal consumption or for the off site sale of small quantities.		A 22	A 22	See Section 17.124.080 of this title for urban agriculture development standards

USES	DEFINITIONS	LI-1	LI-2	LI-3	MATRIX NOTES
Daycare home	DAYCARE HOME: A daycare business providing care for six (6) or fewer children on the premises at any one time, having not more than one employee in addition to the operator, and operating between the hours of seven o'clock (7:00) A.M. and six o'clock (6:00) P.M. A daycare home is required by the city to have a basic fire inspection.	C 4			4. Use is not permitted in the Avalanche Zone. Reference Zoning Map.
Daycare, onsite employee	<u>DAYCARE, ONSITE EMPLOYEE: Child care programs that occur in facilities where parents are on the premises.</u>	A	A	A	
Electric vehicle charging station	ELECTRICAL VEHICLE CHARGING STATION: A public or private parking space that is served by battery charging station equipment that has as its primary purpose the transfer of electric energy (by conductive or inductive means) to a battery or other energy storage device in an electric vehicle.	A	A	A	
Energy system, solar	ENERGY SYSTEM, SOLAR: Any solar collector panel(s), film(s), shingle(s), or other solar energy device(s), or solar structural component(s), mounted on a building or on the ground and including other appurtenant structures and facilities, whose primary purpose is to provide for the on site collection, storage, and distribution of solar, or radiant, energy received from the sun and used for heating or cooling, for water heating, and/or for generation of electricity. A solar energy system may be ground mounted (i.e., placed on top of the ground surface) or roof mounted (i.e., placed on or as an integral part of a building). Roof mounted systems may extend an additional two feet (2') beyond the maximum height allowance of the zoning district in which they are located. Ground mounted systems shall meet all required dimensional standards for accessory structures.	A	A	A	

USES	DEFINITIONS	LI-1	LI-2	LI-3	MATRIX NOTES
Energy system, wind	ENERGY SYSTEM, WIND: Any electric generation facility, whose main purpose is to convert and store wind energy into usable forms of energy and that includes the wind turbine(s), structural supports, electrical infrastructure, and other appurtenant structures and facilities. Wind energy systems may be freestanding (i.e., placed on top of the ground surface) or roof mounted and shall meet all dimensional requirements of principal buildings for the zoning district in which they are located.	A	A	A	
Home occupation	HOME OCCUPATION: A business related activity conducted entirely within a dwelling which is incidental and secondary to the use of a dwelling as a residence and does not negatively impact the surrounding neighborhood.	A	A	A	
Recreation facility, residential	RECREATION FACILITY, RESIDENTIAL: A recreation facility for use solely by the residents and guests of a particular residential development, planned unit development, or residential neighborhood, including outdoor and indoor facilities. These facilities are usually proposed or planned in association with development and located within or adjacent to such development.	A <u>33</u>	A <u>33</u>	A <u>33</u>	<u>33. Residential recreation facilities in the Light Industrial District are not allowed except for residents and guests of a particular residential development.</u>

EDIT AREA #4 – LI-1, LI-2, and LI-3 DIMENSIONAL STANDARDS, DISTRICTS MATRIX

Title 17 of the KMC sets forth the dimensional standards for the LI-1, LI-2, and LI-3 districts.

Proposed amendments to the Dimension Standards for the LI Districts (§17.12.030) are as follows.

All new text proposed to be added to the dimensional standard matrix for the LI are underlined. Text that is proposed to be repealed is ~~stricken~~.

Districts	Minimum Lot Area	Lot Width	Building Height	<u>Building Height with Qualifying Ground Floor</u>	Maximum Building Coverage/FAR	Front Setback	Side Setback	Rear Setback
LI-1	8,000 sf	80' min.	35'	<u>42'</u>	75%	20'	0' ¹ for internal side yards and a minimum of 10' for street side yards	0' ¹
LI-2	8,000 sf	80' min.	35'	<u>42'</u>	75%	20'	0' ¹ for internal side yards and a minimum of 10' for street side yards	0' ¹
LI-3	8,000 sf	80' min.	35' ³	<u>42'</u>	75%	20'	0' ¹ for internal side yards and a minimum of 10' for street side yards	0' ¹

*See title 16 of the KMC

Footnotes:

1. If the lot adjoins a more restrictive district on the side or rear, the more restrictive setbacks of that district shall apply.
3. For buildings with a minimum roof pitch of 4:12 may go to 40 feet.

EDIT AREA #5 - Light Industrial District Residential Standards

All new text proposed to be added to the LI purpose section is underlined. Text that is proposed to be repealed is ~~stricken~~.

17.124.090

PENDING