



PLANNING AND ZONING COMMISSION AGENDA-SPECIAL MEETING

Tuesday, March 27, 2018

Ketchum City Hall

480 East Avenue North, Ketchum, ID 83340

1. **5:30 PM - CALL TO ORDER: City Hall, 480 East Avenue North, Ketchum, Idaho**
2. **PUBLIC COMMENT** - Communications from the public for items not on the agenda.
3. **PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF**
 - a. **Bigwood Square Mixed-Use Building** 380 N East Avenue (Lot 4, Block 44, Ketchum) The Commission will consider and take action on a Design Review Application for a 3,668 sq ft, two-story mixed-use building containing two (2) retail spaces on the first-floor and a retail storage area or a potential residential unit on the second-floor.
 - b. **Community Library Expansion** 415 Spruce Street (Lot 1B Block 89, Ketchum Townsite) The Commission will consider and take action on a Design Review Application for exterior alterations to the Community Library including a new landscape design and sidewalk improvements as well as a 2,187 sq. ft addition to accommodate a new game/study area, young adult space, and a meeting room.
 - c. **Grumpy's Restaurant Conditional Use Permit** 860 Warm Springs Road (Ketchum Townsite, Lot 3, Block 9) The Commission will consider and take action on an application to amend an existing Conditional Use Permit for a food service establishment to allow food and beverage service until 10:00 PM.
 - d. **Zoning Code Amendments** – Community Core subdistricts and retail uses: 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.
 - e. **Zoning Code Amendment** – Short Term Rentals: The Commission will consider City-initiated amendments to Title 17, Chapter 17.08, Definitions, Section 17.12.020, District Use Matrix, and Section 17.124.070 Accessory Dwelling Units.
 - f. **Zoning Code Amendment** – Residential Use in the Light Industrial Districts: 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.
4. **CONSENT CALENDAR**
 - a. **Minutes:** March 12, 2018
 - b. **Stott Residence Findings of Fact and Conclusions of Law**
5. **FUTURE PROJECTS AND NOTICING REQUIREMENTS**
6. **STAFF REPORTS & CITY COUNCIL MEETING UPDATE**
7. **COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE**
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

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
SPECIAL MEETING OF MARCH 27th, 2018

PROJECT: Bigwood Square Retail/Mixed-Use Building

FILE NUMBER: #18-030

OWNERS: Bigwood Square, LLC

REPRESENTATIVE: Thomas B. Rixon, AIA, Ruscitto Latham Blanton Architectura

REQUEST: Design Review approval for a two-story mixed-use building containing two (2) retail spaces and a restaurant on the first-floor with a retail storage area and a potential residential unit on the second-floor.

LOCATION: 380 N East Avenue (Lot 4, Block 44, Ketchum)

NOTICE: Notice was mailed to adjacent property owners on March 12th, 2018.

ZONING: Community Core Retail Core Sub-district (CC-A)

REVIEWER: Abby Rivin, Associate Planner

BACKGROUND:

The applicant has requested Design Review approval for the construction a new mixed-use building on Lot 4 of Block 44, Ketchum Townsite. The subject 8,250 sq ft lot is located within the Retail Core Sub-district of the Community Core (CC-A). The proposed building will contain retail space and a restaurant on the first-floor with retail storage space and a potential residential unit on the second-floor. The applicant is Bigwood Square, LLC represented by Thomas B. Rixon, AIA, of Ruscitto Latham Blanton Architectura. The proposed building will be constructed adjacent to the existing Big Wood Bread Café located on the same parcel. Subject Lot 4 also contains a 485 sq ft garage. A demolition permit for the existing garage was issued on March 20th, 2018. The new mixed-use building area is 3,668 sq ft with a 264 sq ft upper-level terrace. The total proposed building area including the existing, adjacent café is 5,058 sq ft with a Floor Area Ratio of 0.61.

The Planning and Zoning Commission conducted and site visit and reviewed the Pre-Application Design Review for the proposed mixed-use building on February 12th, 2018. The Commission unanimously approved a motion to advance the subject project to Design Review. Per City Code §17.96.040(C)(4), the Administrator waived certain submittal requirements for the Pre-Application Design Review including the drainage, utilities, construction management, landscape, and exterior lighting plans. On March 8th, 2018, the applicant submitted updated drawings including all outstanding submittal requirements. The updated submittal drawings address each of the outstanding action items specified in Commission and Staff review of the Pre-Application Design Review.

ANALYSIS:

Staff recommends approval of the Design Review for the Bigwood Square Mixed-Use Building. A full analysis and explanation of this recommendation is detailed with the Staff Report.

COMPREHENSIVE PLAN ANALYSIS:

The proposed new construction of the Bigwood Square Retail/Mixed-Use Building is consistent with the uses, goals, and policies listed below as specified within the 2014 Comprehensive Plan.

Table 1. Comprehensive Plan Analysis

SUPPORTING SECTION	SUMMARY OF COMPLIANCE WITH THE 2014 COMPREHENSIVE PLAN
Future Land Use	
Retail Core	The community’s primary shopping district is the Retail Core. The Retail Core provides a variety of mixed-use buildings that have ground-floor storefronts. Specialty shops, restaurants, and outdoor seating areas line the sidewalks, creating an active pedestrian-friendly environment. Convenient shopping and dining is served by sidewalks, parking, and bike access. Upper floors include a mix of residential uses and offices.
Community Design and Neighborhoods	
Policy CD-1.1 Unique Design Elements for Identifiable Neighborhoods	Each neighborhood or district should include a mix of design elements that will reinforce its unique design quality.
Policy CD-1.3 Compatible Infill and Redevelopment Projects	Infill and redevelopment projects should be contextually appropriate to the neighborhood and development in which they will occur. Context refers to the natural and manmade features adjoining a development site; it does not imply a certain style.
Housing (if second-floor residential unit is included in final project design)	
Policy H-1.4 Integrated Housing in Business and Mixed-Use Areas	Housing should be integrated into the downtown core and light industrial areas, and close to the ski base. The resulting mix of land use will help promote a greater diversity of housing opportunities as well as social interactions.
Mobility	
Policy M-1.3 Compact Development and Housing Downtown and in Activity Centers	Encourage compact development, mixed uses, and additional housing density in the downtown and in high-activity areas. This will increase opportunities for walking, bicycling and transit ridership and reduce vehicle traps.

Table 2. Requirements for All Applications

City Department Comments				
Compliant			City Code	City Standards and Staff Comments
Yes	No	N/A		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.040	Complete Application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Police Department: No comment at this time.	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire Department: <i>The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances.</i>	

		<p><i>Approved address numbers shall be placed in such a position to be plainly visible and legible from the road fronting the property. Numbers and letters shall be a minimum of four (4) inches tall, contrast with their background and be positioned a minimum of forty-eight (48) inches above final grade.</i></p> <p><i>Vehicle parking and material storage during construction shall not restrict or obstruct public streets or access to any building. A minimum twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times.</i></p> <p><i>An approved automatic fire sprinkler system shall be installed throughout the building per City of Ketchum Ordinance #1125 (www.ketchumfire.org) and the National Fire Protection Association Standard 13. An approved fire sprinkler flow bell, Knox box and Fire Department Connection shall be installed in an approved location visible to approaching firefighters. Water service lines to structures shall be hydraulically calculated for size to meet fire sprinkler flow requirements. Fire sprinkler systems shall be annually tested and maintained per NFPA 25. An approved fire department connection and flow bell shall be installed in a location approved by the fire department and the system shall be supervised by an approved alarm system.</i></p> <p><i>NOTE: One electronic set of fire sprinkler system plans must be submitted to the Ketchum Fire Department as well as the State Fire Marshal's office and a Ketchum Fire Department Permit must be obtained prior to installation of fire sprinkler systems. Inspections of fire sprinkler systems by the Fire Chief or an appointee are required. Inspections must be scheduled at least 48 hours in advance.</i></p> <p><i>An approved monitored fire sprinkler alarm system shall be installed per City of Ketchum Ordinance #1125 (www.ketchumfire.org) and the requirements of NFPA 72. Two (2) sets of alarm system plans shall be submitted to the Ketchum Fire Department for approval and a permit is required prior to installation of alarm systems. Inspections of fire detection systems by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance.</i></p> <p><i>Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building.</i></p> <p><i>An approved key box shall be installed, with the appropriate keys, for emergency fire department access in a location approved by the fire department. The key box shall be a Knox box brand and sized to accommodate keys to every door of the project.</i></p> <p><i>Inspections of fire department permit required installations shall be scheduled at least 48 hours in advance.</i></p> <p><i>An 8 ½ by 11 color coded site map of this project shall be provided on paper and electronically to the fire department. This site map shall show the locations of gas shut-offs, power shut-offs, fire sprinkler riser rooms, fire department connections, alarm panels, Knox boxes, access doors, egress windows, stairways and any additional fire department requirements. Exact details for color coded "On-Sites" can be found at www.ketchumfire.org.</i></p> <p><i>Final inspections of all fire department permit required installations by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance. A Final Inspection Checklist can be found at www.ketchumfire.org.</i></p>
☒	☐	<p>Streets Department:</p> <ul style="list-style-type: none"> • <i>The building permit plans shall show the slope of the new asphalt within the alley right-of-way as well as details of the valley gutter and dumpster roll-out assembly. If a grade change is proposed for the sidewalk at the entrance to the mixed-use building, then the details must be shown on the building permit set of plans.</i> • <i>Water tap excavation on 4th St will likely encounter the storm water drain field. The drain field shall be restored by the applicant following excavation.</i> • <i>The catch basin shall be relocated 2 ft to the west in front of the dumpster.</i>

			<ul style="list-style-type: none"> The Streets Department shall review and approval the final dimension and location for the proposed snow storage prior to issuance of a building permit for the project.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Utilities: <ul style="list-style-type: none"> The mixed-use building requires a fire system and two individual meters. A residential meter shall be installed separate from the commercial meter. The applicant shall submit a water meter detail for outdoor installation to be reviewed and approved by the Utilities Department prior to issuance of a building permit for the project. Impact fees and meter costs include the purchase of two water meters and payment of one water impact fee relative to the size of the largest meter. It is anticipated that both meters will be 1". The meter size is determined by a licensed plumber or mechanical engineer. No sewer impact fee will be required. The old Ketchum Springs Water line now servicing the property from the alley will need to be cut, capped, and abandoned at the main as soon as digging is allowed in the public ROW. Water mains are available on East Avenue and Fourth Street.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parks/Arborist: <ul style="list-style-type: none"> The City Arborist approves the species and siting of the proposed street tree. Irrigation for the new tree and planter beds may tie into the existing irrigation line and power or utilize a smart controller with City access. The City Arborists suggests tying into the existing infrastructure. The City requires advance notification if the applicant chooses to tie into the existing irrigation and power system. One electrical outlet is required to be installed to match the outlets for the existing street trees. The City Arborists does not require a tree grate or guard.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	ADA Consultant: A1.0 Main Level Floor Plan- Access Ramp/ Big Wood Cafe <ul style="list-style-type: none"> 405.7.4: Confirm slope of ramp and landing specifications. (Note that a 60" landing is required at switchbacks.) 405.2: Confirm slope does not exceed 1:12. 405.5: Confirm the ramp is at least 36" wide between handrails. 505: Confirm handrails comply. A1.0 Main Level Floor Plan-ADA restrooms and entryway <ul style="list-style-type: none"> 603.2.3: Door swings maximally into turning radius and overlaps clear floor area at accessible sink. Confirm there is at least a 30 x 48 inch clear floor space beyond the swing of the door. (Consider reversing door swing to improve access). Confirm slope of entryway or path of travel on 4th Street to main entrance for Retail Spaces 1 & 2. Confirm installation of grab bars for ADA water closets in both retail spaces. A1.0 Main Level Floor Plan- Patio Pavers <ul style="list-style-type: none"> 303.2: Confirm pavers are smooth with no gaps wider than 1/2" or uneven edges higher than 1/4" that could be tripping hazards. 403.3: Confirm cross-slope in walking surface path of travel is less than 1:20. A1.0 Main Level Floor Plan- Doors in Series, from Alley into Stairs <ul style="list-style-type: none"> 404.2.6: The distance between two hinged or pivoted doors in series shall be 48". Door from Alley into stairwell/Retail Space 1 does not comply. A1.0 Upper Level Floor Plan- Upstairs Retail Space <ul style="list-style-type: none"> If the upstairs is used as a public retail space, it must be made accessible. (ex. Install elevator).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building: The building must meet 2012 International Building Code.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Planning and Zoning: Comments are denoted throughout the Staff Report.

Table 3: 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: 8,250 square feet existing																								
<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 Sub-district A (CC-A) <i>Permitted Gross FAR: 1.0</i> Proposed: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th colspan="3">Gross Floor Area</th> </tr> <tr> <th></th> <th>Proposed</th> <th>Existing</th> </tr> </thead> <tbody> <tr> <td><i>New Mixed-Use Building</i></td> <td></td> <td></td> </tr> <tr> <td>First-Floor</td> <td>2,718 sq ft</td> <td></td> </tr> <tr> <td>Second-Floor</td> <td>950 sq ft</td> <td></td> </tr> <tr> <td><i>Existing Café</i></td> <td></td> <td></td> </tr> <tr> <td>Ground Floor</td> <td></td> <td>1,390 sq ft</td> </tr> <tr> <td>Total Gross Floor Area</td> <td colspan="2" style="text-align: center;">5,058 sq ft</td> </tr> </tbody> </table> Proposed FAR <i>FAR: 5,058 sq ft gross floor area/8,250 sq ft lot area=.61 FAR</i>	Gross Floor Area				Proposed	Existing	<i>New Mixed-Use Building</i>			First-Floor	2,718 sq ft		Second-Floor	950 sq ft		<i>Existing Café</i>			Ground Floor		1,390 sq ft	Total Gross Floor Area	5,058 sq ft	
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<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Minimum Building Setbacks																								
			<i>Staff Comments</i>	Required: <i>Front (N. East Ave): 0'</i> <i>Adjacent to alleyway (Rear): 3'</i> <i>Side (E. 4th St): 0' avg.</i> <i>Interior Side: 0'</i> <i>Cantilevered decks and overhangs: 0'</i> Proposed: <i>Front (N. East Ave.): 81'</i> <i>Adjacent to alleyway (Rear): 3'</i> <i>Side (E. 4th St.): 0'</i> <i>Interior Side: 6'</i> <i>Cantilevered decks and overhangs: 2'</i>																								
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Building Height																								
			<i>Staff Comments</i>	Maximum Permitted: 42' Proposed: 33'-6"																								
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.125.030.H	Curb Cut																								
			<i>Staff Comments</i>	Required: <i>A total of 35% of the linear footage of any street frontage can be devoted to access to off street parking.</i> Proposed: No curb cut is proposed. Vehicular access to the project will be provided from the alleyway.																								
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.40	Parking Spaces																								
			<i>Staff Comments</i>	<i>Off-street parking standards of this chapter apply to any new development and to any new established uses.</i> 17.125.040 Off Street Parking and Loading Calculations: A1. Multiple Uses: Lots containing more than one use shall provide parking and loading in an amount equal to the total of the requirements for all uses, unless a use is																								

			<p>exempted by this chapter or a reduction is approved through a shared parking plan or Parking Demand Analysis in compliance with this chapter.</p> <p>Non-residential, in zoning districts other than LI-1, LI-2, and LI-3: 1 parking space per 1,000 gross square feet.</p> <p>Residential multiple-family dwelling within the Community Core (CC) District and the Tourist (T) District, Tourist 3000 (T-3000), and Tourist 4000 (T-4000): Units 750 square feet or less: 0 parking spaces; Units 751 square feet to 2000 square feet: 1 space; Units 2001 square feet and above: 2 parking spaces</p> <p>17.125.040(C) Exemptions: In the Community Core (CC) and Tourist (T) zoning districts the following uses meeting the definitions found in 17.08.020 are exempt from providing off street parking:</p> <p>b. Food Service</p> <p>c. The first 5,500 square feet of Retail Trade. The first 5,500 gross square feet of a space occupied by a tenant is exempt, additional square footage is subject to the ratio of 1 parking space per 1,000 gross square feet.</p> <p>Required:</p> <p>Non-residential: 3,668 sq ft of proposed retail trade is exempt. The existing Big Wood Café is also exempt from parking.</p> <p>Residential: Potential Dwelling Unit= 750 square feet requires 0 parking space</p> <p>Total: 0 parking spaces required</p> <p>Proposed:</p> <p>1 on-site loading/parking space</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.18.130 & 17.18.20</p> <p>Zoning Matrix</p>
			<p>Staff Comments</p> <p>17.18.130: Community Core District</p> <p>A. Purpose: The purpose of the CC community core district is to promote a compact and cohesive center of commerce and culture, to promote an attractive and safe pedestrian environment which includes sidewalks, gathering spaces, streetscape amenities and landscaping, to retain the unique small town scale and character and to encourage buildings which respect Ketchum's historical and geographic context while providing diversity. Compatible mixed uses including retail, office, residential and cultural uses are encouraged. Commercial uses are concentrated in the CC district which is consistent with the city's comprehensive plan and the downtown master plan.</p> <p>17.08.020 – Definitions</p> <p>Retail trade: An establishment which provides the final step in the retailing process for the distribution of goods and commodities for 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>Mixed Use: Properties on which various uses, such as office, commercial, institutional, and residential, are combined in a single building or on a single site in an integrated development project with significant functional interrelationships and a coherent physical design.</p>

Table 4: Design Review Standards for all projects

Design Review Requirements				
IMPROVEMENTS AND STANDARDS: 17.96.060				
Yes	No	N/A	City Code	City Standards and Staff Comments

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(A)(1) Streets	The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.
			<i>Staff Comments</i>	<i>The property is at the SE corner of E. 4th St and N. East Ave and the proposed development will be accessed from the alley. 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>The street design does not change with this proposal. The subject property is located at the intersection of E. 4th St and N. East Ave.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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>Existing 10 ft sidewalks border the subject lot along E. 4th St and N. East Ave.</i>
<input checked="" type="checkbox"/>	<input 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>Existing sidewalks conform to the City’s right-of-way standards.</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: 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.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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>Existing 10 ft sidewalks border the subject lot along E. 4th St and N. East Ave.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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>N/A</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, no streets or sidewalk improvements are necessary with 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 satisfied this requirement. All storm water shall be retained on site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(2)	Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.
			<i>Staff Comments</i>	<i>See above Staff comment for Ketchum City Code §17.96.060(C)(1). All drainage improvements meet this requirement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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>Additional drainage improvements are not recommended at this time.</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>See above Staff comment for Ketchum City Code §17.96.060(C)(1). The proposed drainage facilities satisfy this requirement. The Public Works Department has reviewed the drainage facilities and has no concerns at this time.</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 the plans show all utility locations. See Table 1 for Staff comment from the Utilities Department.</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>As indicated on Sheets C1 and C2 of the submittal, all utilities are located underground and concealed from public view. See Table 1 for Staff comment from the Utilities Department.</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 and will comply with these standards.</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>Exterior materials include beveled wood siding, cedar shake siding, aluminum clad wood windows, and a Class 'A' standing seam metal roof. The materials, colors, and signing are complementary to the adjacent Big Wood Café.</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 proposed building is new construction.</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>The proposed building and site layout provide unobstructed pedestrian access to the sidewalk adjacent to E. 4th St and the proposed entryway is clearly defined.</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 front façade, which faces E. 4th St, incorporates horizontal panel siding, windows, and planter boxes to provide undulation and relief and to reduce the appearance of bulk and flatness. The second-level terrace incorporates a handrail of vertical posts, which provides variation.</i> <i>The east, west, and south elevations all incorporate horizontal panel siding with windows and doors to provide variation and relief.</i> <i>The proposed design complements the aesthetic of the existing Big Wood Café.</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, colors, and signing of the project satisfy this requirement. Exterior materials include beveled wood siding, cedar shake siding, aluminum clad wood windows, and a Class 'A' standing seam metal roof. The materials, colors, and signing are complementary to the adjacent Big Wood Café.</i>
<input checked="" type="checkbox"/>	<input 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>Existing features on the subject lot include street trees, planter beds, and a picket fence bordering the existing Big Wood Café. The proposed landscape features, including the planter boxes, planting beds with deciduous shrubs, and the new proposed street tree, serve to complement the proposed building and the existing café. No accessory structures have been proposed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(5)	Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.
			<i>Staff Comments</i>	<i>The proposed elevation views provided by the applicant show that all building walls provide undulation and relief, serving to reduce the appearance of bulk and flatness at all façades. The applicant is proposing a variation in architectural features along all façades, which serves to provide depth and reduce the appearance of bulk and flatness.</i>
			17.96.060(F)(6)	Building(s) shall orient towards their primary street frontage.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Staff Comments</i>	<i>The building is located on the corner of E. 4th St and N. East Ave. The front entrance of the building orients towards E. 4th St.</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 A1.0 and A2.0 of the submittal indicate that the dumpster will be screened and is proposed to be located off the alleyway. The proposed enclosure is pre-finished corrugated metal.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(8)	Building design shall include weather protection which prevents water to drip or snow to slide on areas where pedestrians gather and circulate or onto adjacent properties.
			<i>Staff Comments</i>	<i>Sheet A3.0 indicates that snow retention bars will be installed on all sloped roofs. The snow retention devices in conjunction with gutters and downspouts will prevent water to drip or snow to slide on areas where pedestrians gather and circulate. Roof overhangs do not extend over the proposed areas for pedestrian circulation.</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>The existing pedestrian access connects with adjacent, existing sidewalks and pathways. There are no existing or anticipated easements on the site as the public entrances to the restaurant and retail spaces are accessed from the sidewalk on E. 4th Street.</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>Per City Code: 17.08.020, an awning is defined as a covered architectural projection that extends from the exterior wall of a building for the purpose of providing shade, shelter or aesthetic value to the building facade. The proposed upper-level terrace does not fall into this category as it is sited above the enclosed first-floor.</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 proposed on-site loading area is accessed from the adjacent alleyway. The siting of the loading area and the new bike rack is unlikely to significantly impede pedestrian or vehicle circulation around the site. Staff does not recommend additional signage at this time.</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. The proposed loading area is located off of the alleyway. An increase to the minimum distance requirements is not recommended at this time.</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>Emergency and service vehicles can access the site from N. East Ave., E. 4th St., and the alleyway, providing unobstructed access for emergency vehicles, snowplows, and garbage trucks.</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 location of the snow storage area is indicated on Sheet A1.0 of the design review submittal. The applicant has provided 350 sq ft of snow storage, which is 44% of the improved pedestrian circulation area. The Streets Department shall review and approve the snow storage area and dimensions prior to issuance of a building permit for the project.</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 applicant has provided a snow storage area on-site.</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>The proposed snow storage areas meet this requirement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 provided a snow storage area on-site.</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 landscape plan is provided on Sheet L1.0 of the submittal. The City Arborist has approved the species types and locations.</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 City Arborist has approved the materials and vegetation types. See above Staff comment for Ketchum City Code §17.96.060(I)(1).</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>See above Staff comment for Ketchum City Code §17.96.060(I)(1).</i>
<input checked="" type="checkbox"/>	<input 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>Landscaping is existing and proposed along both E. 4th St, N. East Ave, and the alley, which provides a buffer between the structures and the street.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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>The sidewalks are existing.</i>

Table 5: 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 checked="" type="checkbox"/>	<input 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 Public Works Department has approved the proposed street improvements including the new bike rack and street tree.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 City Arborist has waived the requirement for a tree grate and has approved the species and siting of the proposed street tree.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(A)(3)	Due to site constraints, the requirements if this subsection 17.96.070. (A) may be modified by the Public Works Department.
			<i>Staff Comments</i>	<i>The City Arborist has waived the tree grate installation requirement.</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 building facades have been designed to include both solid surfaces and window/door openings intended to avoid the creation of blank walls. Similar</i>

				<i>architectural elements used to create uniformity include gabled roofs at a 9:12 pitch, vertical siding, and windows with muntins.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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>Storefront windows and doors into the main entrance of the building are proposed. Landscaping planters are incorporated into the front façade (E. 4th Street), which faces the sidewalk.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 design of the front facing façade (E. 4th St.) does not obscure views into windows.</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 applicant has proposed a pitched roof, which is compatible with the overall style and character of the structure.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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>Snow retention devices, gutters, and downspouts will be installed on all sloped roofs.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(6)	Roof overhangs shall not extend more than three (3') feet over a public sidewalk. Roof overhangs that extend over the public sidewalk shall be approved by the Public Works Department.
			<i>Staff Comments</i>	<i>No roof overhangs over a public sidewalk are proposed. The roof overhang extends 2 ft into the required 3 ft setback to the alley. Cantilevered decks and overhangs may extend to the property line in the CC-A Zoning District.</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. Front porches and stoops located on the ground floor are not proposed at this time.</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 trash disposal area is located at the rear of the building. The plans indicate that the dumpster will be screened. Access to the trash disposal area will be provided off of the alleyway.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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>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. Sheet A1.0 indicates that the roof mounted equipment will be screened with a parapet wall and ground mounted equipment will be screened with a low landscape block wall. The final screening, location, and height of all ground and roof mounted mechanical equipment shall be approved upon final inspection and prior to the issuance of a building permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(D)(1)	When a healthy and mature tree is removed from a site, it shall be replaced with a new tree. Replacement trees may occur on or off site.
			<i>Staff Comments</i>	<i>There are currently various sized Aspens trees and 1 hardwood tree on the subject property that are proposed to be removed in order to accommodate the new construction. As many of the trees are not mature, the City Arborist has waived the requirement to replace the various sized Aspen trees with new trees. The existing hardwood tree will be replaced by the new proposed street tree.</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 City Arborist has waived the requirement to cover the tree well with a grate.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(D)(3)	The city arborist shall approve all parking lot and replacement trees.
			<i>Staff Comments</i>	<i>The City Arborist has approved the species and location of the proposed street tree.</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. No parking lots are proposed with the subject submittal.</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. See above Staff comment for Ketchum City Code §17.96.060(E)(1).</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>All on-site ground cover and low lying shrubs shall be planted within planters and planter boxes, in conformance with this standard. The City Arborist has approved the location and species of the proposed street tree and has waived the tree grate requirement.</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>The applicant is proposing the installation of one (1) new bike rack to accommodate two (2) bikes. An existing bike rack is installed adjacent to the Big Wood Café.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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>See Staff comment above. The fraction of the calculation is not equal to or greater than one-half.</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 racks are located no less than fifty-feet (50') from entrance of the building. The bike racks will be visible from the front entrance of the proposed building.</i>

STAFF RECOMMENDATION

Staff recommends approval of the Bigwood Mixed-Use design review application, subject to conditions 1-15 listed below.

COMMISSION OPTIONS

- Move to continue review of the design review application for the Bigwood Mixed-Use Building to a date certain.
- Move to deny the design review application for the Onyx at Leadville residential project and draft findings supporting denial.

RECOMMENDED CONDITIONS

1. All departmental conditions as described in Tables 2, 3, 4, and 5;
2. 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;

3. All building and fire code requirements as dictated by 2012 family of international codes shall apply to all construction onsite;
4. 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;
5. All Design Review elements shall be completed prior to final inspection/occupancy;
6. Any work in the right-of-way will require a right-of-way encroachment permit, reviewed and approved by the City before installation;
7. 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;
8. Prior to the issuance of a building permit, the applicant shall verify that all proposed mechanical equipment affixed to the roof of the proposed building is no greater than ten feet in height (10'), and setback ten feet (10') from the property line and fully screened from public view;
9. 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;
10. Approval of a condominium plat is required before the residential or commercial units may be sold separately from the Bigwood Mixed-Use building;
11. All utilities standards shall be met prior to the issuance of a building permit; and
12. In addition to the requirements set forth in this Design Review approval, this project shall comply with all applicable local, state, and federal laws.

ATTACHMENTS:

- A. Application Form
- B. Plans

ATTACHMENT A. APPLICATION FORM



City of Ketchum
Planning & Building

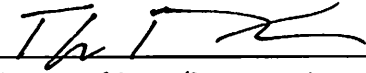
CERTIFIED COMPLETE
3-8-18
m

OFFICIAL USE ONLY	
File Number:	218-030
Date Received:	3-8-18
By:	m
Pre Application Fee Paid:	
Design Review Fee Paid:	1892.00
Approved Date:	
Denied Date:	
By:	
ADRE: Yes <input type="checkbox"/>	

Design Review Application

APPLICANT INFORMATION			
Project Name: Bigwood Square, LLC		Phone: 949 280 1242	
Owner: Bigwood Square, LLC		Mailing Address: P.O. Box 6332 Ketchum, ID 83340	
Email: ggoheller.bigwoodbread@gmail.com			
Architect/Representative: Ruscitto Latham Blanton Architectura; Thomas B. Rixon		Phone: 208-726-5608	
Email: Buffalo@rlb-sv.com		Mailing Address: P.O. Box 419 Sun Valley, ID 83353	
Architect License Number: AR-2529			
Engineer of Record: Ruscitto Latham Blanton Architectura P.A. Scott Heiner P.E.		Phone: 208-726-5608	
Email: scott@rlb-sv.com		Mailing Address: P.O. Box 419 Sun Valley, ID 83353	
Engineer License Number: 6781			
All design review plans and drawings for public commercial projects, residential buildings containing more than four (4) dwelling units and development projects containing more than four (4) dwelling units shall be prepared by an Idaho licensed architect or an Idaho licensed engineer.			
PROJECT INFORMATION			
Legal Land Description: Lot 4 Block 44 Ketchum, ID			
Street Address: 380 East Avenue 4444		RPK00000440040	
Lot Area (Square Feet): 8,250 sq. ft.			
Zoning District: Community Core			
Overlay District: <input type="checkbox"/> Floodplain <input type="checkbox"/> Avalanche <input type="checkbox"/> Mountain			
Type of Construction: <input checked="" type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Remodel <input type="checkbox"/> Other			
Anticipated Use: Retail and Potential Residential, Food Service		Number of Residential Units: 1	
TOTAL FLOOR AREA			
	Proposed	Existing	
Basements			Sq. Ft. Sq. Ft.
1 st Floor	2,718	1,390	Sq. Ft. Sq. Ft.
2 nd Floor	950 (750 potential residential)		Sq. Ft. Sq. Ft.
3 rd Floor			Sq. Ft. Sq. Ft.
Mezzanine			Sq. Ft. Sq. Ft.
Total	3,668	1,390	Sq. Ft. Sq. Ft.
FLOOR AREA RATIO			
Community Core: 0.61		Tourist:	General Residential-High:
BUILDING COVERAGE/OPEN SPACE			
Percent of Building Coverage: 49%			
DIMENSIONAL STANDARDS/PROPOSED SETBACKS			
Front: 81 feet	Side: 0 feet street side	Side: 6 ft.	Rear: 3 ft.
Building Height: 33-6"			
OFF STREET PARKING			
Parking Spaces Provided: 1 loading			
Curb Cut: Sq. Ft.		%	
WATER SYSTEM			
<input checked="" type="checkbox"/> Municipal Service		<input type="checkbox"/> Ketchum Spring Water	

The Applicant agrees in the event of a dispute concerning the interpretation or enforcement of the Design Review Application in which the city of Ketchum is the prevailing party, to pay the reasonable attorney fees, including attorney fees on appeal and expenses of the city of Ketchum. I, the undersigned, certify that all information submitted with and upon this application form is true and accurate to the best of my knowledge and belief.

 (ARCHITECT) 3/7/18

Signature of Owner/Representative Date



COMMUNITY CORE DESIGN REVIEW APPLICATION FORM B
Complete for Pre-Application Design Review and Final Design Review

GENERAL INFORMATION

PROJECT NAME: Bigwood Square

OWNER: Bigwood Square, LLC

EMAIL: ggolleher.bigwoodbread@gmail.com

MAILING ADDRESS: P.O. Box 6332 Ketchum, ID 83340

PHONE NUMBER: 949 280 1242

ARCHITECT/REP.: RUSCITTO LATHAM BLANTON Architectura P.A.; Thomas B. Rixon AIA

EMAIL: buffalo@rlb-sv.com

MAILING ADDRESS: P.O. Box 419, ID 83353

PHONE NUMBER: 208 726 5608

LEGAL LAND DESCRIPTION: Lot 4 Block 44 Ketchum, ID

PROJECT STREET ADDRESS: 380 East Avenue Ketchum, ID

C. EXCEPTION(S) TO DESIGN REVIEW REGULATIONS (17.64.020) REQUESTED

(list by code number, e.g. A-1, C-2)

D. LAND USE

PERMITTED USE(S): Retail, Food Services, Residential Dwelling

CONDITIONAL USE(S): _____

E. PARKING

TOTAL SPACES REQUIRED: 0

TOTAL PROPOSED: 1 SURFACE: 1 UNDERGROUND: _____

ON-STREET CREDIT REQUESTED: _____

F. SIDEWALK, CURB, & GUTTER

SIDEWALK WIDTH: 10 ft. **existing**

G. LOT DIMENSIONS

LOT AREA: 8,250 sq. ft.

LOT WIDTH: 55 ft. @ East Ave.
150 ft. @ Fourth Ave.

H. FLOOR AREA RATIO

GROSS SQUARE FEET OF DEVELOPMENT ON EACH FLOOR OR LEVEL:

Basement or Underground Parking N/A sq. ft. First Floor: 2,718 sq. ft. (+ 1,390 existing)

Second Floor: 950 sq. ft. Third Floor: N/A sq. ft.

GROSS FAR: 0.61

COMMERCIAL SPACE: Ground Floor 4,108 sq. ft. Total: 5,058 sq. ft.

TOTAL NUMBER OF MARKET RATE RESIDENTIAL UNITS: 1 (potential)

TOTAL GROSS SQ FT OF MARKET RATE RESIDENTIAL UNITS: 750 (potential) sq. ft.

List gross sq ft of each numbered unit:

<u>750</u> sq ft	_____ sq ft	_____ sq ft
_____ sq ft	_____ sq ft	_____ sq ft
_____ sq ft	_____ sq ft	_____ sq ft
_____ sq ft	_____ sq ft	_____ sq ft
_____ sq ft	_____ sq ft	_____ sq ft
_____ sq ft	_____ sq ft	_____ sq ft
_____ sq ft	_____ sq ft	_____ sq ft

COMMUNITY HOUSING

Requirement (for Projects over 1.0 FAR): _____ sq ft

Community Housing Requirement = [(Total Gross Sq Ft of Development – Lot Area) x 20%] x 85%

Proposed: _____ sq ft

K. SUBDISTRICT

A: B: _____ C: _____ D: _____

L. BUILDING TYPE

1: _____ 2: _____ 3: _____ 4: _____ 5: _____ 6: _____

OWNER'S SIGNATURE: *Thom [Signature]* (ARCHITECT) DATE: 3/7/18
(Owner's agent may sign, if written authorization has been provided to the Planning and Building Department.)

Pursuant to Resolution No. 08-123, any direct costs incurred by the City of Ketchum to review this application will be the responsibility of the applicant. Costs include but are not limited to: engineer review, attorney review, legal noticing, and copying costs associated with the application. The City will require a retainer to be paid by the applicant at the time of application submittal to cover said costs. Following a decision or other closure of an application, the applicant will either be reimbursed for unexpended funds or billed for additional costs incurred by the City.

ATTACHMENT B. PLANS

BIGWOOD SQUARE, LLC

380 EAST AVENUE

KETCHUM, IDAHO



ISSUED	
2018.01.17	PRELIM DESIGN REVIEW
2018.03.08	DESIGN REVIEW

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PROJECT INFORMATION

OWNER:	BIGWOOD SQUARE, LLC 50 GREENHORN ROAD HAILEY, ID 83333
PROJECT ADDRESS:	380 N. EAST AVENUE KETCHUM, ID 83340
LEGAL DESCRIPTION:	LOT 4, BLOCK 44 KETCHUM TOWNSITE WITHIN SECTION 11, T.4N., R.17E., B.M. CITY OF KETCHUM, BLAINE COUNTY, IDAHO
PARCEL NUMBER:	RPK00000440040: BIGWOOD SQUARE, LLC
ZONING DISTRICT:	CC-A COMMUNITY CORE
APPLICABLE CODES:	2012 INTERNATIONAL BUILDING CODE (IBC) 2012 INTERNATIONAL EXISTING BUILDING CODE (IEBC) 2012 INTERNATIONAL FIRE CODE (IFC) 2012 INTERNATIONAL ENERGY CONSERVATION CODE (IECC) 2010 ADA STANDARDS FOR ACCESSIBLE DESIGN 2009 UNIFORM PLUMBING CODE (UPC) 2014 NATIONAL ELECTRIC CODE (NEC) 2012 INTERNATIONAL MECHANICAL CODE (IMC) 2012 INTERNATIONAL FUEL GAS CODE (IFGC) ICC/ANSI A117.1 - 2009 CITY OF KETCHUM, IDAHO CODE
PROJECT USE:	MIXED USE: COMMERCIAL: RETAIL, FOOD SERVICE RESIDENTIAL: DWELLING
OCCUPANCY:	(M) MERCHANTILE (A-2) ASSEMBLY (FUTURE RESTAURANT) (R-2) RESIDENTIAL
OCCUPANCY SEPARATION:	M/R-2 1 HOUR M/A-2 1 HOUR
CONSTRUCTION TYPE:	V-B
ROOF CONSTRUCTION:	CLASS 'A' METAL STANDING SEAM
FIRE SPRINKLERS:	NFPA13 AUTOMATIC FIRE SPRINKLER SYSTEM WITH MONITORED ALARM SYSTEM PROVIDED
LOT AREA:	8,250± SF
BUILDING AREA CALCULATIONS:	NEW: MAIN LEVEL SF: 2,718 SF UPPER LEVEL SF: 950 SF TOTAL: 3,668 SF
	EXISTING: MAIN LEVEL SF: 1,390 SF TOTAL: 5,058 SF
FLOOR AREA RATIO (F.A.R.):	0.61 F.A.R.
BUILDING HEIGHT:	33'-6"
EXTERIOR LIGHTING:	ALL EXTERIOR LIGHTING TO COMPLY WITH CITY OF KETCHUM DARK SKY ORDINANCE
UTILITIES:	ALL UTILITIES TO BE UNDERGROUND
PARKING:	RETAIL: 0 (EXEMPTION FOR FIRST 5,500 GROSS SF) FOOD SERVICE: 0 (EXEMPTION) RESIDENTIAL DWELLING: 0 (1 UNIT AT 750 SF OR LESS) TOTAL PARKING REQUIRED: 0 PARKING PROVIDED: 1 LOADING/PARKING SPACE

SCOPE OF WORK

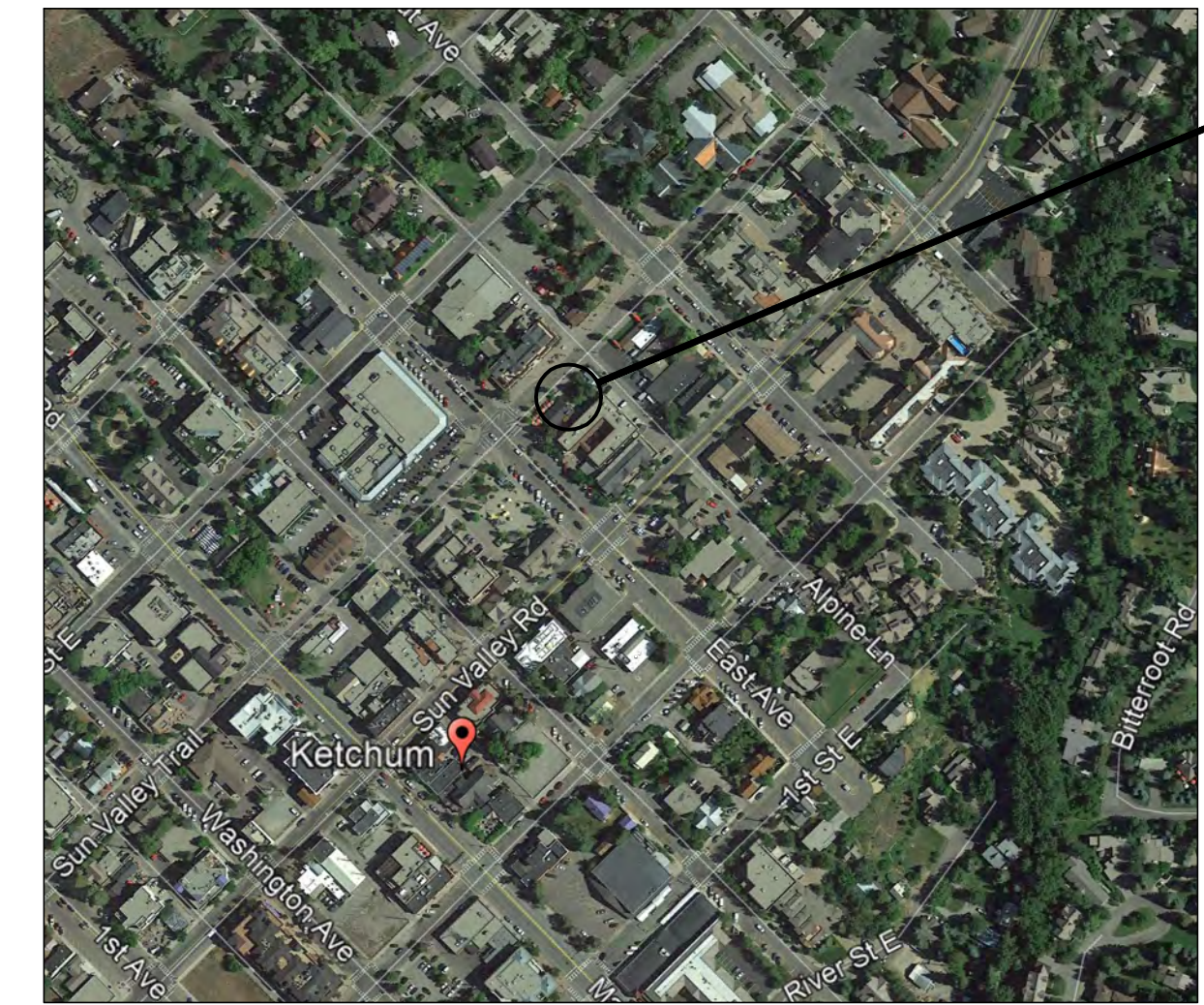
THE PROPOSED SCOPE OF WORK INCLUDES THE CONSTRUCTION OF ONE NEW BUILDING HOUSING TWO NEW RETAIL SPACES ON THE GROUND LEVEL WITH RETAIL STORAGE AREA OR A POTENTIAL RESIDENTIAL UNIT ABOVE ON THE SECOND FLOOR. NEW CONSTRUCTION WILL BE ADJACENT TO THE EXISTING BIGWOOD CAFE LOCATED ON THE SAME LOT.

PROJECT TEAM

<p>ARCHITECT RUSCITTO LATHAM BLANTON ARCHITECTURA P.A. THOMAS R. RIXON, AIA P.O. Box 419 Sun Valley, Idaho 83353 P: 208.726.5608 F: 208.726.1033</p>	<p>STRUCTURAL DESIGN RUSCITTO LATHAM BLANTON ARCHITECTURA P.A. SCOTT HEINER, P.E. P.O. Box 419 Sun Valley, Idaho 83353 P: 208.726.5608 F: 208.726.1033</p>
<p>CIVIL ENGINEERING GALENA ENGINEERING, INC. SEAN FLYNN, P.E. P.O. Box 425 Ketchum, ID 83340 P: 208.788.1705</p>	

VICINITY MAP

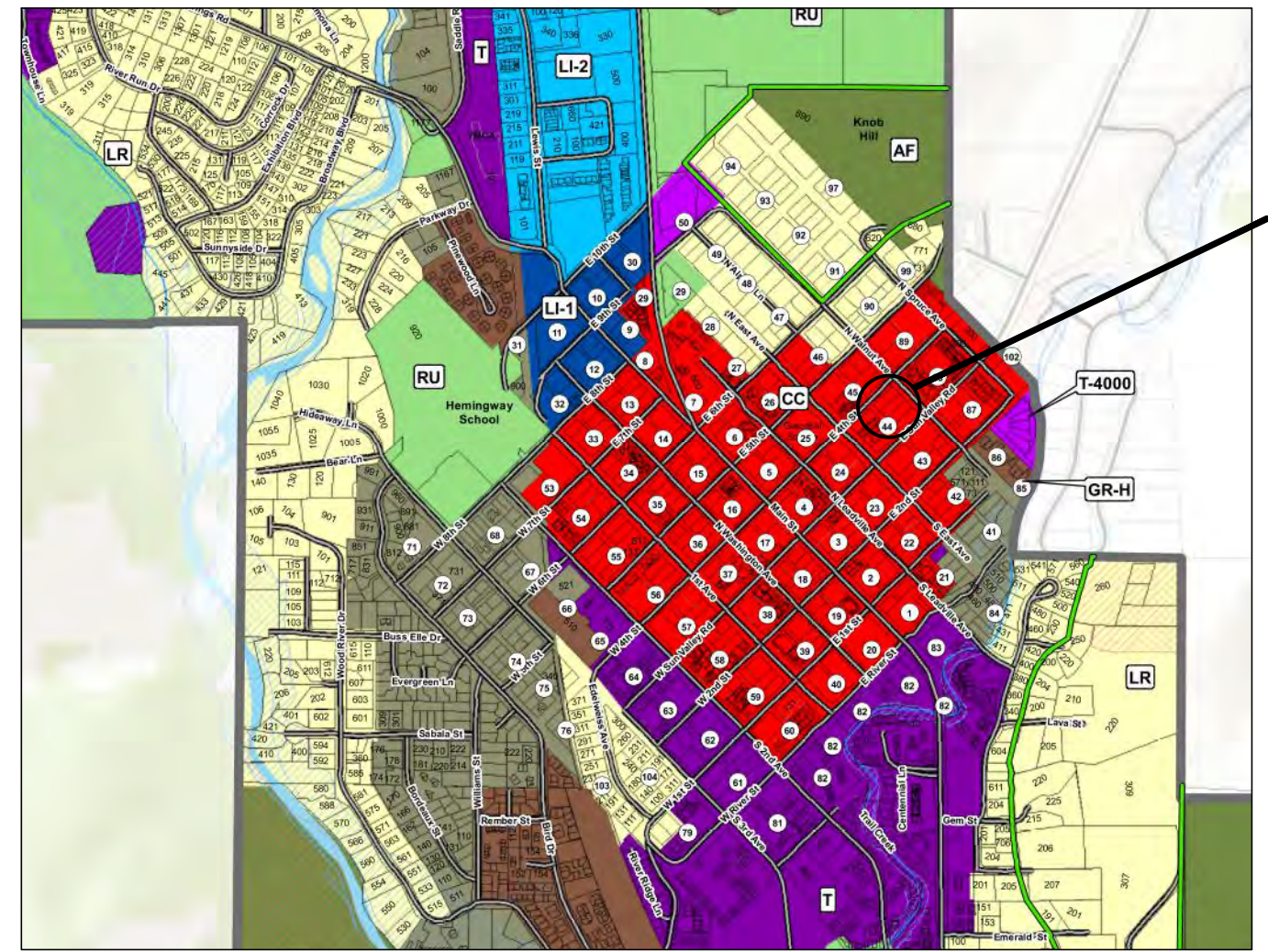
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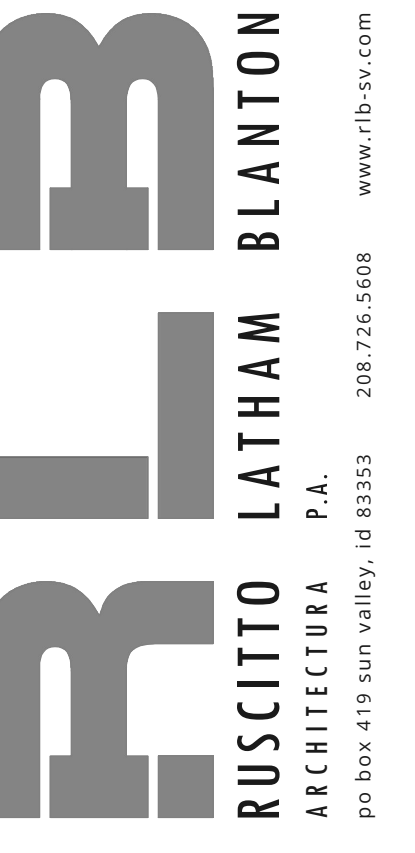
LOCATION

ZONING MAP

N.T.S.



LOCATION



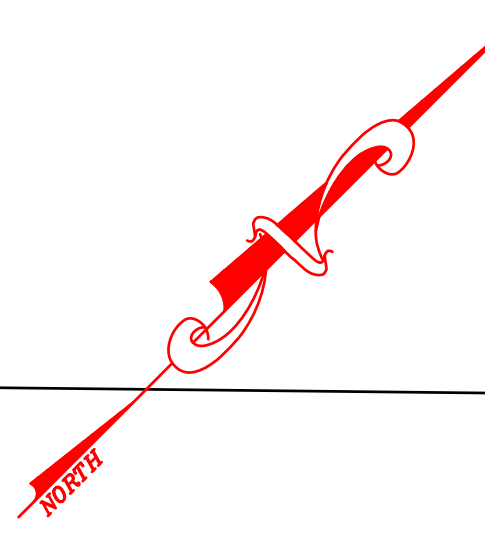
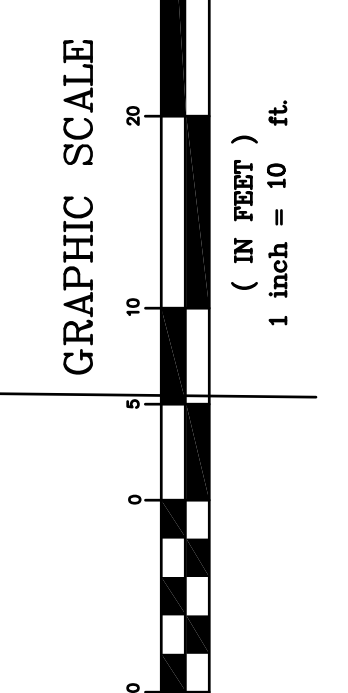
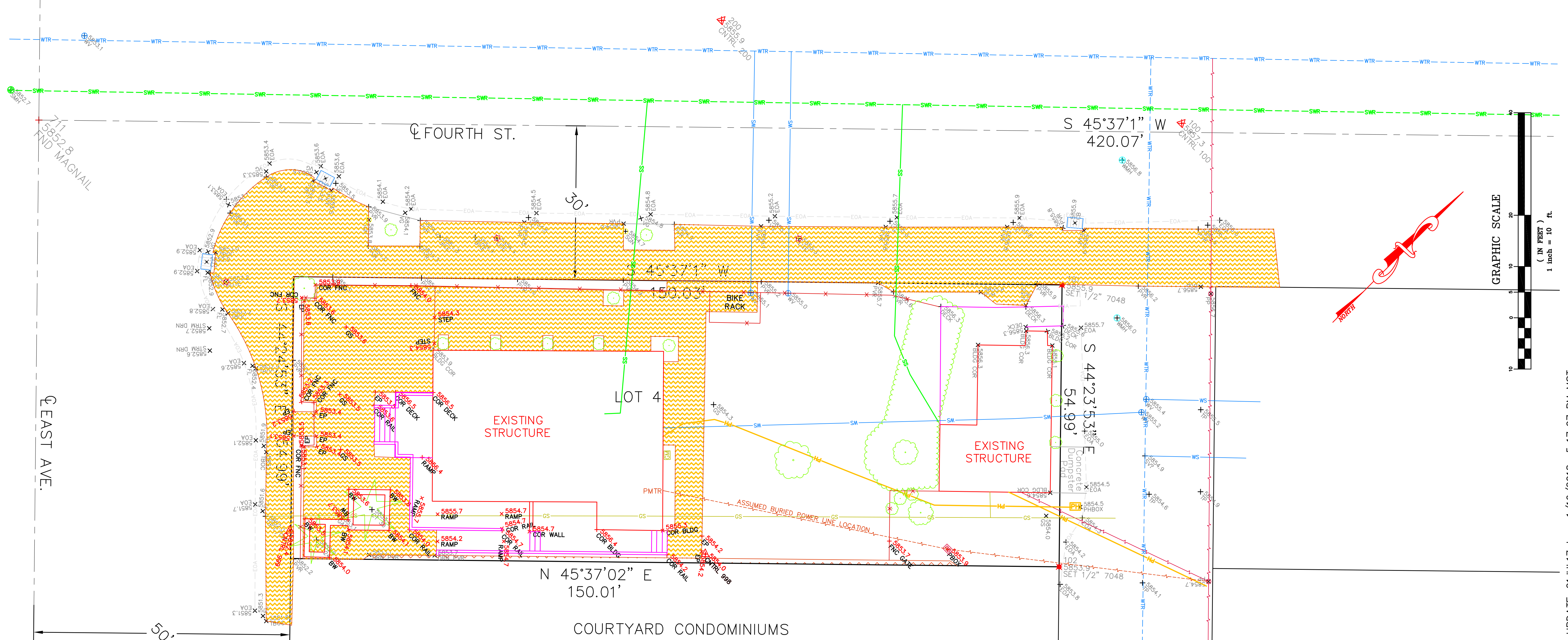
BIGWOOD SQUARE, LLC
380 EAST AVENUE, KETCHUM, IDAHO

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DRAWING

PROJECT INFORMATION

DWG. #

A0.0



NOTES

- 1) Basis of Bearings is Idaho State Plane Coordinate System, NAD83, at Grid in US Survey Feet. Combined Scale Factor is 0.9997, Ground Distances will be slightly Longer. Vertical Datum is NAVD1988. Also used the Plat of the Village of Ketchum and Plat of Courtyard Condominiums.
- 2) Utility Locations by Digline, Observation and City Maps. Some Locations are Approximate and Digline should be contacted before any Excavation. Digline has not been contacted to revise any lines that may have changed since contacted in 2012 and building renovation. An Assumed Power Line Location has been added to the map. It is uncertain if the gas service line was moved and how the new gas meter connects to said line. Existing Water Service appears to be under the Northeastery Structure and continuing to the Larger Structure. The Water Valves within the Subject Property are New Stubs to be used if Future Development occurs.
- 3) The Courtyard Building is very near the Common Lot Line but the only Encroachments appear to be a few Architectural Appendages and some minor Mechanical Equipment. The Drain Line along the Courtyard is discussed in Inst. No. 451622.
- 4) Some Tree Locations are Approximate.

LEGEND

- Subject Boundary
- Adjoiners Lot Lines
- EOA = Edge of Asphalt
- PVR = Pavers
- Building/Structure Line
- Wood Decks/Wooden Railings
- Overhead Power Line
- Telephone Line
- Gas Line
- WTR = Water Main
- WS = Water Service
- SWR = Sewer Main
- SS = Sewer Service
- Set 1/2" Rebar - PLS7048
- ▲ Survey Control Point
- PBOX = Power Box
- ☆ Streetlight
- ⊞ GMTR = Gas Meter
- PP = Power Pole
- ⊕ WMH = Water Manhole
- ⊕ WV = Water Valve
- ⊕ SMH = Sewer Manhole
- ⊕ CB = Catch Basin
- ⊕ CT = Conifer Tree
- ⊕ DT = Deciduous Tree
- ⊕ SGN = Sign
- ⊕ VG = Valley Gutter
- ⊕ FL = Flow Line of Gutter
- ⊕ TBOC = Top Back Of Curb
- ⊕ PMTR = Power Meter

S 44°24'53" E
279.96'

PROJECT PATH AND PRINT DATE U:\LandProjects2004\1206_Golleher_Ketchum_Blk44_Lt4.dwg\1206_K_Blk44_Lt4_UPDATE-21JUL17.dwg 1/16/2018 5:17:07 PM_MST



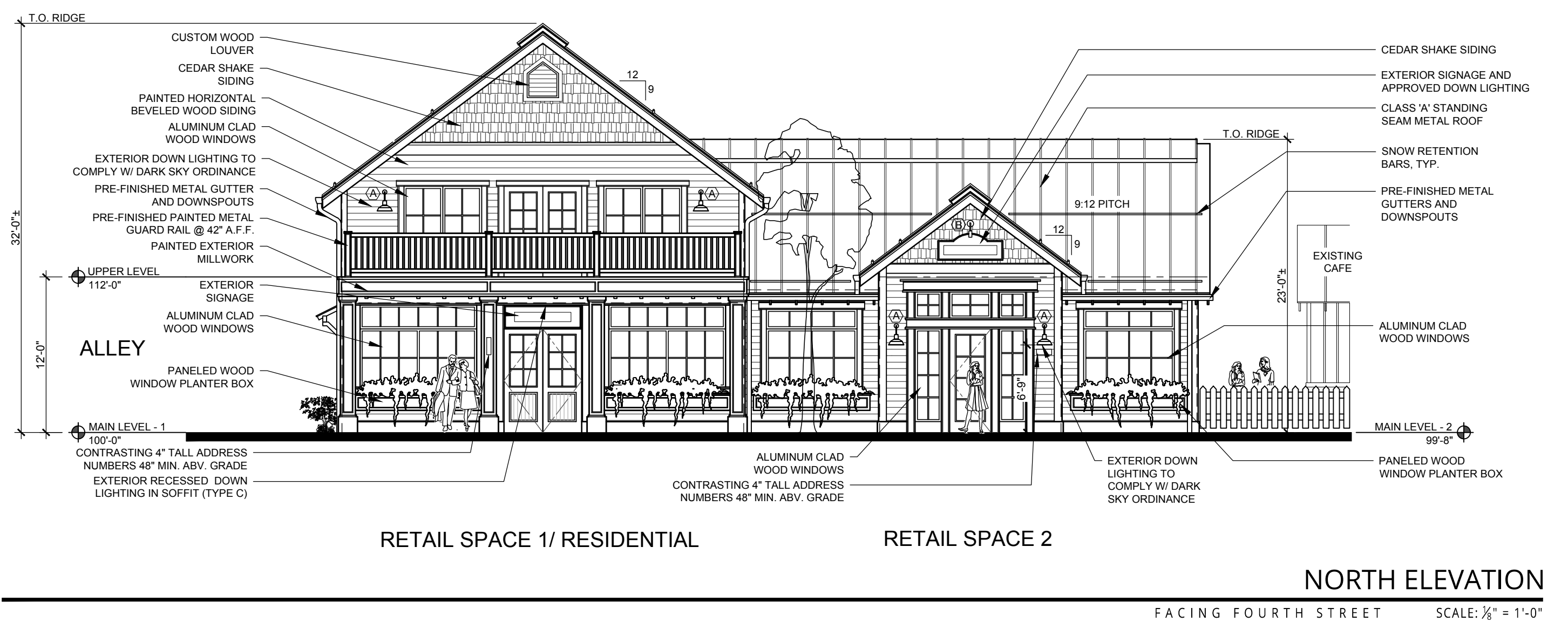
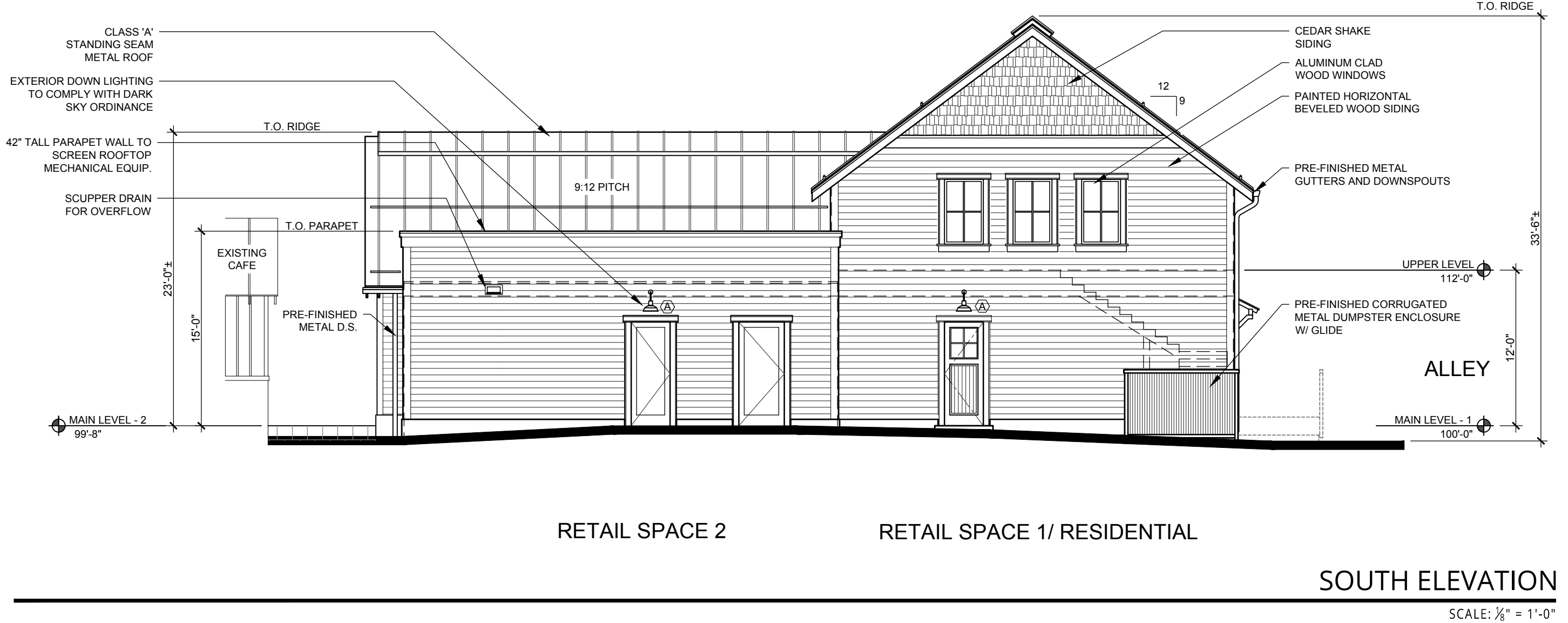
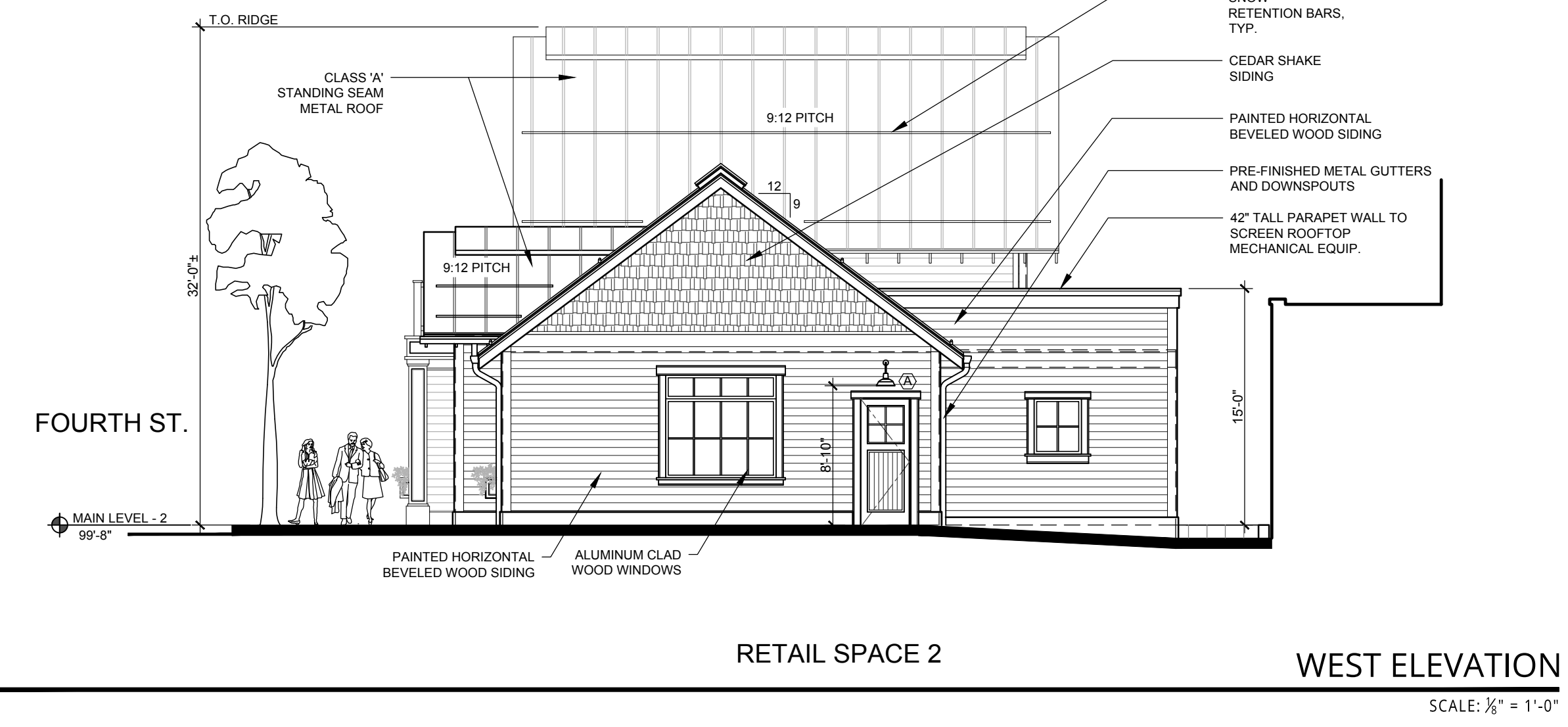
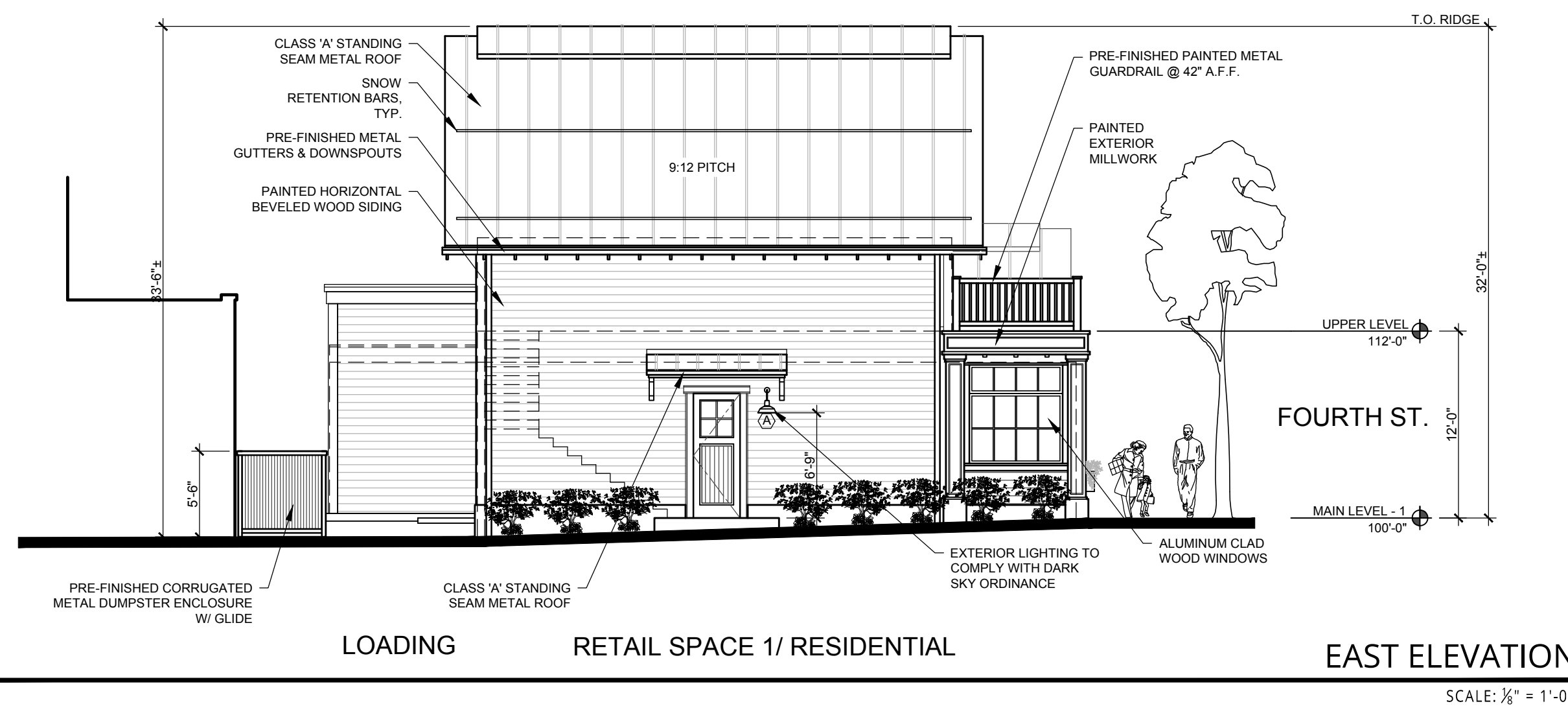
Alpine Enterprises Inc.
Surveying, Mapping, and Natural Hazards Consulting
221 Northwood Way, A-100
P.O. Box 2037, Ketchum, ID 83340 USA
(208) 727-1988 727-1987 fax
email: bsmith@alpineenterprisesinc.com

A SITE SURVEY SHOWING
LOT 4, BLK 44, KETCHUM TOWNSITE
WITHIN S11, T.4N., R.17E., B.M., CITY OF KETCHUM, BLAINE COUNTY, IDAHO
PREPARED FOR GEORGE GOLLEHER

NO	DATE	BY

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ISSUED	
2018.01.17	PRELIM DESIGN REVIEW
2018.03.08	DESIGN REVIEW



RUSCITTO LATHAM BLANTON ARCHITECTURE P.A.
 380 EAST AVENUE_KETCHUM, IDAHO
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 208.726.5608
 www.rlb-sv.com

BIGWOOD SQUARE, LLC
 380 EAST AVENUE_KETCHUM, IDAHO

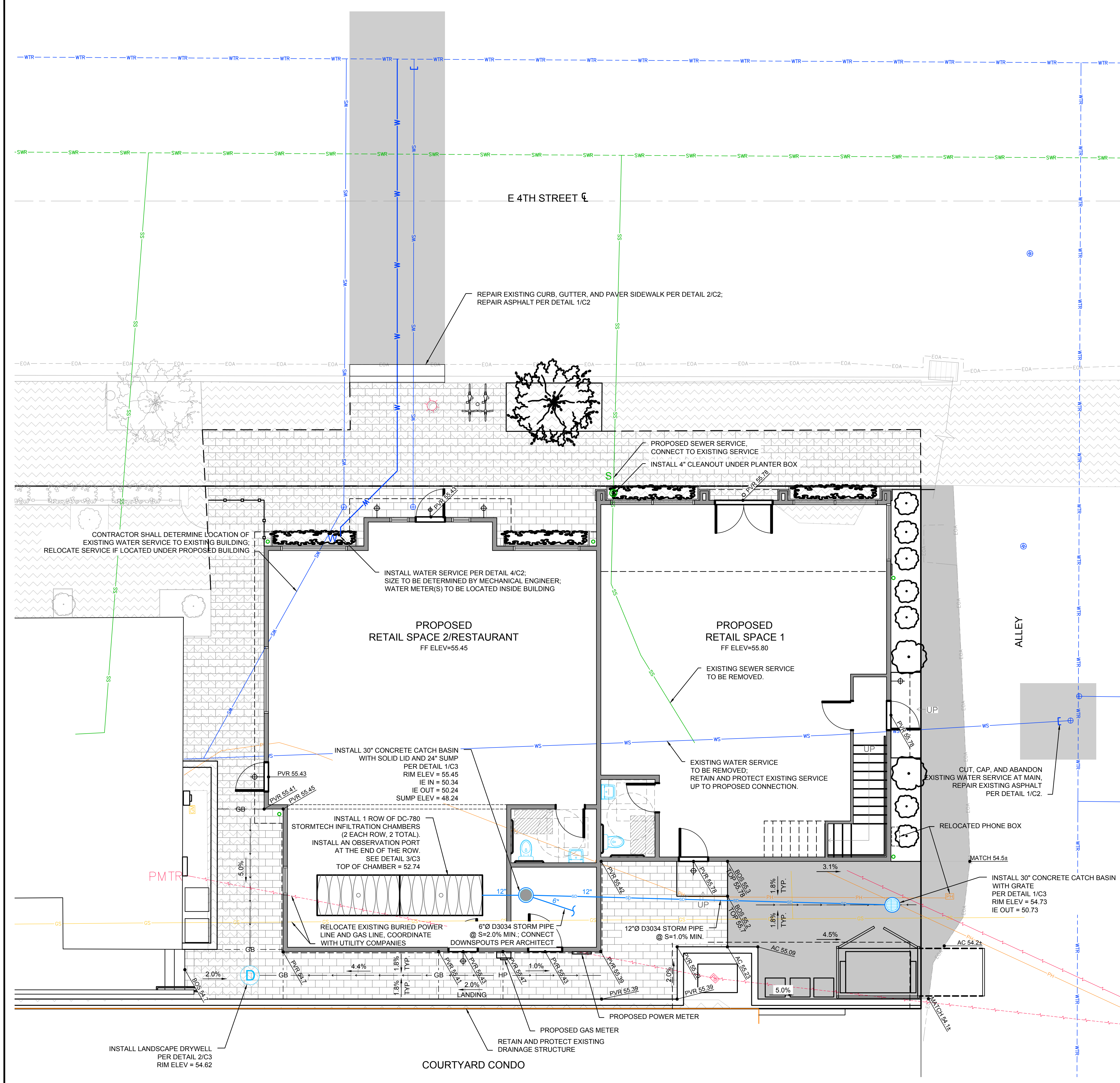
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DRAWING

BUILDING ELEVATIONS

DWG. #

NOTE:
SNOW RETENTION, GUTTERS AND DOWNSPOUTS ON ALL SLOPED ROOFS.

A 2.0



- ### CONSTRUCTION NOTES
- THE EXISTING TOPOGRAPHICAL INFORMATION SHOWN HEREON IS PER A SURVEY CONDUCTED BY ALPINE ENTERPRISES INC. DATED 1/16/18.
 - ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE MOST CURRENT EDITION OF THE "IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION" (ISPCW), AND CITY OF KETCHUM STANDARDS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING AND KEEPING A COPY OF THE ISPCW ON SITE DURING CONSTRUCTION.
 - THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN ON THE PLANS IN AN APPROXIMATE WAY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING EXISTING UTILITIES PRIOR TO COMMENCING AND DURING THE CONSTRUCTION. THE CONTRACTOR AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH RESULT FROM HIS FAILURE TO ACCURATELY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES. CONTRACTOR SHALL CALL DIGLINE (1-800-342-1585) TO LOCATE ALL EXISTING UNDERGROUND UTILITIES A MINIMUM OF 48 HOURS IN ADVANCE OF EXCAVATION.
 - THE CONTRACTOR SHALL CLEAN UP THE SITE AFTER CONSTRUCTION SO THAT IT IS IN A CONDITION EQUAL TO OR BETTER THAN THAT WHICH EXISTED PRIOR TO CONSTRUCTION, INCLUDING BUT NOT LIMITED TO, EPA'S NPDES CONSTRUCTION GENERAL PERMIT.
 - THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS PRIOR TO CONSTRUCTION (THIS MAY INCLUDE CITY DIG PERMITS AND NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) CONSTRUCTION GENERAL PERMIT (CGP) PERMIT COVERAGE).
 - CONTRACTOR SHALL COORDINATE LOCATIONS OF DRY UTILITY FACILITIES (POWER, CABLE, PHONE, TV) WHICH MAY NOT BE SHOWN ON THE DRAWING WITH IDAHO POWER.
 - ALL CLEARING & GRUBBING SHALL CONFORM TO ISPCW SECTION 201.
 - ALL EXCAVATION & EMBANKMENT SHALL CONFORM TO ISPCW SECTION 202. EXCAVATED SUBGRADE SHALL BE COMPACTED AND ALL UNSUITABLE SECTIONS REMOVED AND REPLACED WITH STRUCTURAL FILL AS DETERMINED BY THE ENGINEER. MINIMUM COMPACTION OF PLACED MATERIAL SHALL BE 95% OF MAXIMUM LABORATORY DENSITY AS DETERMINED BY AASHTO T-99 OR ITD T-91.
 - ALL 2" MINUS GRAVEL SHALL CONFORM TO ISPCW 802, TYPE II (ITD STANDARD 703.04, 2"), SHALL BE PLACED IN CONFORMANCE WITH ISPCW SECTION 801 AND COMPACTED PER SECTION 202. MINIMUM COMPACTION OF PLACED MATERIAL SHALL BE 90% OF MAXIMUM LABORATORY DENSITY AS DETERMINED BY AASHTO T-99.
 - ALL 3/4" MINUS CRUSHED GRAVEL SHALL CONFORM TO ISPCW 802, TYPE I (ITD STANDARD 703.04, 3/4" B), SHALL BE PLACED IN CONFORMANCE WITH ISPCW SECTION 802 AND COMPACTED PER SECTION 202. MINIMUM COMPACTION OF PLACED MATERIAL SHALL BE 95% OF MAXIMUM LABORATORY DENSITY AS DETERMINED BY AASHTO T-99 OR ITD T-91.
 - ALL ASPHALTIC CONCRETE PAVEMENT WORK SHALL CONFORM TO ISPCW SECTION(S) 805, 810, AND 811 FOR CLASS II PAVEMENT. ASPHALT AGGREGATE SHALL BE 1/2" (13MM) NOMINAL SIZE CONFORMING TO TABLE 803B IN ISPCW SECTION 803. ASPHALT BINDER SHALL BE PG 58-28 CONFORMING TO TABLE A-1 IN ISPCW SECTION 805.
 - ALL EDGES OF EXISTING ASPHALT PAVING SHALL BE SAW CUT 24" TO PROVIDE A CLEAN PAVEMENT EDGE FOR MATCHING. NO WHEEL CUTTING SHALL BE ALLOWED.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING TRAFFIC CONTROL PER THE CURRENT EDITION OF THE US DEPARTMENT OF TRANSPORTATION MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
 - ALL CONCRETE FORM WORK SHALL CONFORM TO ISPCW SECTION 701 AND 703. ALL CONCRETE SHALL BE 3,000 PSI MINIMUM, 28 DAY, AS DEFINED IN ISPCW SECTION 703, TABLE 1.C.
 - ALL TRENCHING SHALL CONFORM TO ISPCW STANDARD DRAWING SD-301. TRENCHES SHALL BE BACKFILLED AND COMPACTED TO A MINIMUM OF 95% OF MAXIMUM DENSITY AS DETERMINED BY AASHTO T-99.
 - CONTRACTOR SHALL RETAIN AND PROTECT ALL MONUMENTS, ACCESSORIES TO CORNERS, BENCHMARKS AND/OR SURVEY CONTROL POINTS. IF ANY OF THE ABOVE LISTED ITEMS MUST BE IMPACTED, THE CONTRACTOR SHALL NOTIFY THE ENGINEER PRIOR TO THE REMOVAL.
 - THE CONTRACTOR SHALL INSTALL A 2" Ø SDR11 FIBER OPTICS CONDUIT PER CITY OF KETCHUM STANDARDS AT THE DISCRETION OF THE CITY ENGINEER.

LEGEND

EXISTING ITEMS		
---	Subject Boundary	
---	Adjoiners Lot Lines	
---	EOA = Edge of Asphalt	
---	Building/Structure Line	
---	Wood Decks/Wooden Railings	
---	Overhead Power Line	
---	Assumed Buried Power Line	
---	PH	Telephone Line
---	GS	Gas Line
---	WTR	Water Main
---	WS	Water Service
---	SWR	Sewer Main
---	SS	Sewer Service
---	PB	Power Box
---	ST	Streetlight
---	GM	Gas Meter
---	TM	Telephone Meter
---	PP	Power Pole
---	WM	Water Manhole
---	WV	Water Valve
---	SM	Sewer Manhole
---	CB	Catch Basin
---	CT	Conifer Tree
---	DT	Deciduous Tree
---	S	Sign
---	EP	Existing Pavers

PROPOSED ITEMS	
---	Sewer Service
---	Sewer Clean Out
---	Water Service
---	Storm Pipe
---	Catch Basin
---	Landscape Drywell
---	Storm Water Chambers
---	Proposed Pavers

DESC. ELEV.	Proposed Spot Grade
PVR	PAVER
AC	ASPHALT
BOS	BOTTOM OF STAIRS
TOP	TOP OF STAIRS
MATCH	MATCH EXISTING ELEVATION

ABBREVIATIONS

AC ASPHALT
 BOS BOTTOM OF STAIRS
 TOP TOP OF STAIRS
 MATCH MATCH EXISTING ELEVATION

NOT FOR CONSTRUCTION

PROFESSIONAL ENGINEER
 17618
 03/08/18
 STATE OF IDAHO
 SP. MANTHA STAHLMEYER

0 5 10 Feet

380 EAST AVENUE (KETCHUM BLOCK 44, LOT 4)
BIGWOOD SQUARE, LLC UTILITY PLAN
 LOCATED WITHIN SECTION 11, T.4 N., R.17 E., CITY OF KETCHUM, BLAINE COUNTY, IDAHO
 PREPARED FOR BIGWOOD SQUARE, LLC

PROJECT INFORMATION
 P:\askproj\3058-01\img\Construction\3058-01_SITE.dwg 03/08/18 10:40:59 AM

DESIGNED BY: SKS
 DRAWN BY: SKS
 CHECKED BY: SKS

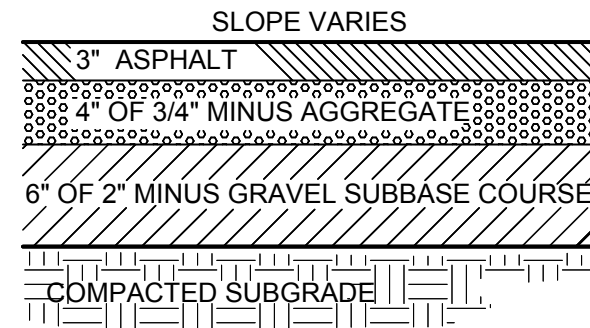
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GALENA ENGINEERING, INC.
 Civil Engineers & Land Surveyors
 Hailey, Idaho 83433
 (208) 788-1705
 (208) 788-4612 fax
 email galena@galena-engineering.com

NO.	DATE	BY	REVISIONS
1	03/08/18	SKS	DESIGN REVIEW SUBMITTAL

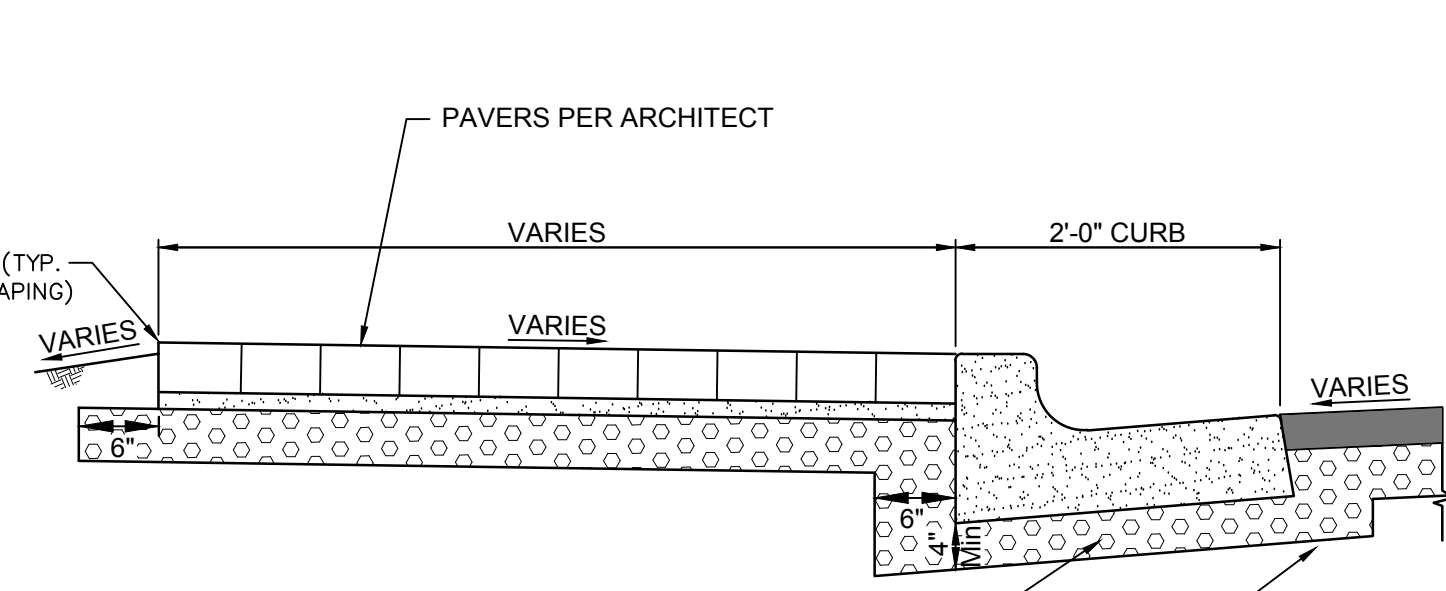
C1

SHT 1 OF 1



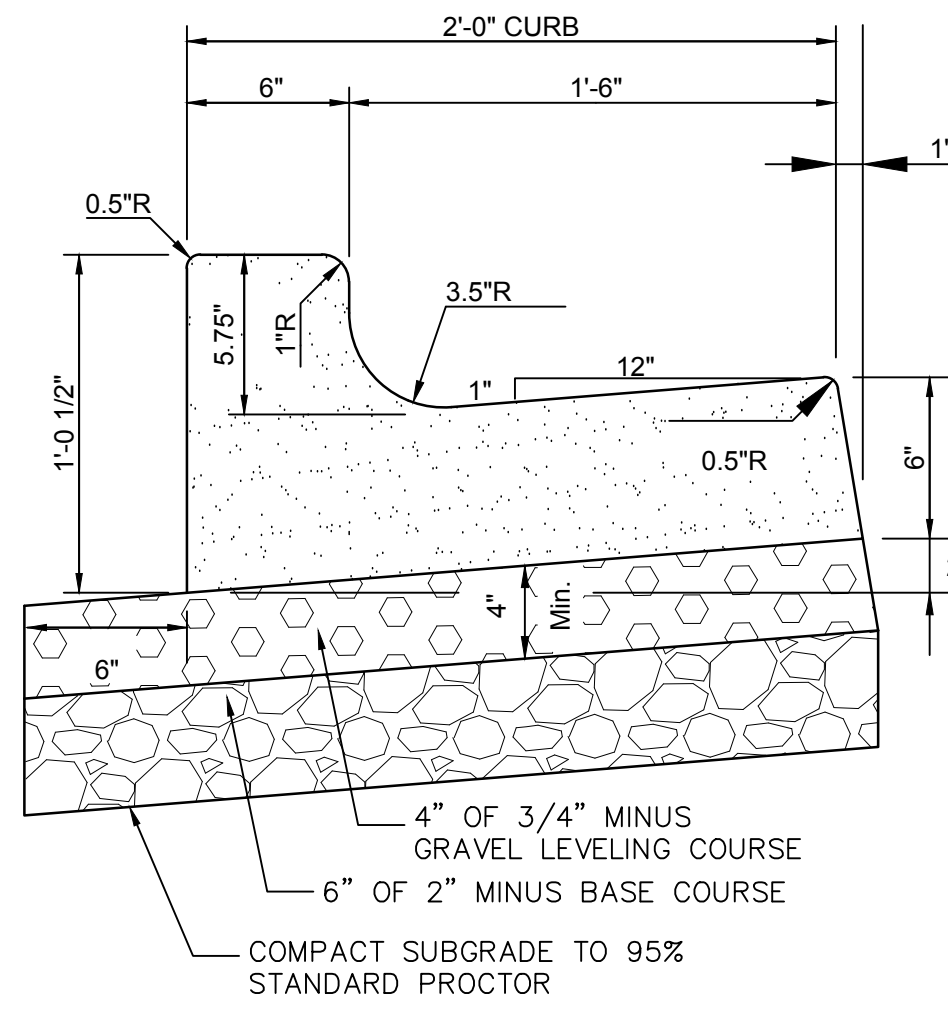
NOTES:
 1. ASPHALT THICKNESS PER THIS DETAIL OR MATCH EXISTING, WHICHEVER IS GREATER.
 2. SEE DETAIL 3 FOR SLURRY REQUIREMENT WITHIN PUBLIC RIGHT-OF-WAYS.

1
C2 TYPICAL ASPHALT REPAIR SECTION
 N.T.S.

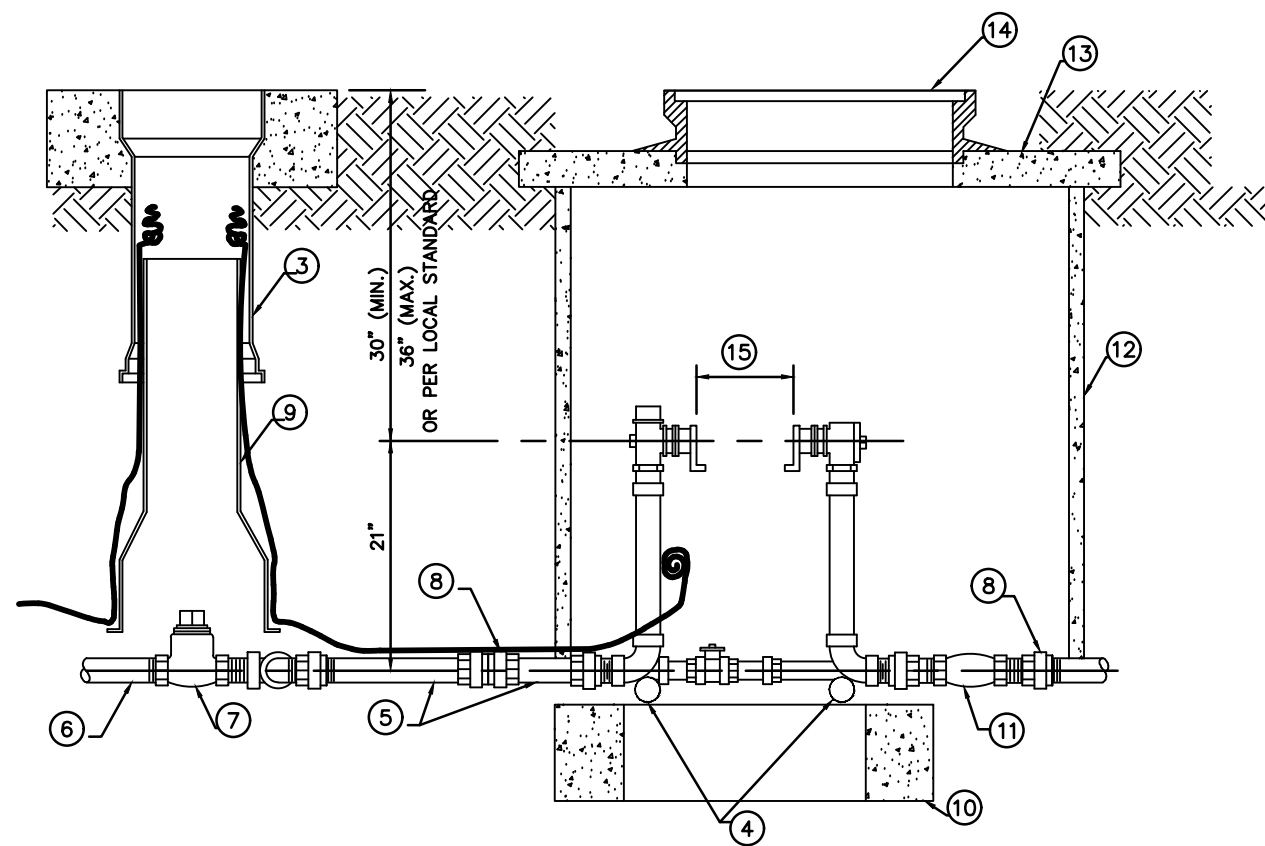


NOTES:
 1. STUB CONNECTION TO HEAT SOURCE FOR FUTURE CONNECTION.
 2. INSTALL SCORE JOINTS AT A SPACING EQUAL TO THE WIDTH OF THE PAVEMENT OR EVERY 10', WHICHEVER IS LESS.

2
C2 TYPICAL PAVER SIDEWALK REPAIR WITH VERTICAL CURB AND GUTTER
 N.T.S.



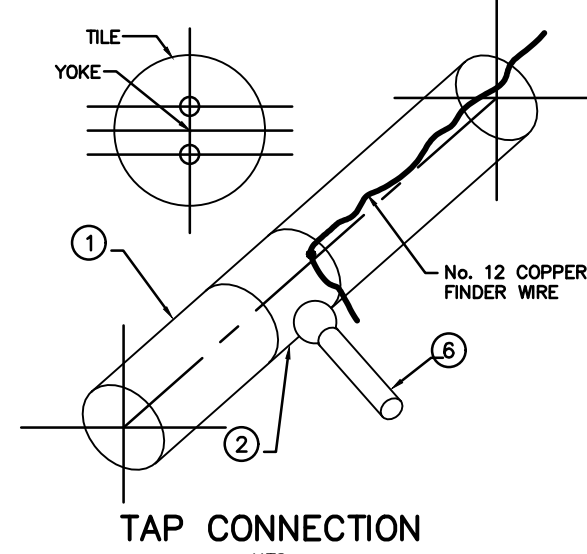
3
C2 6" CONCRETE VERTICAL CURB & GUTTER
 N.T.S.



WATER SERVICE CONNECTION DETAIL
 N.T.S.

LEGEND

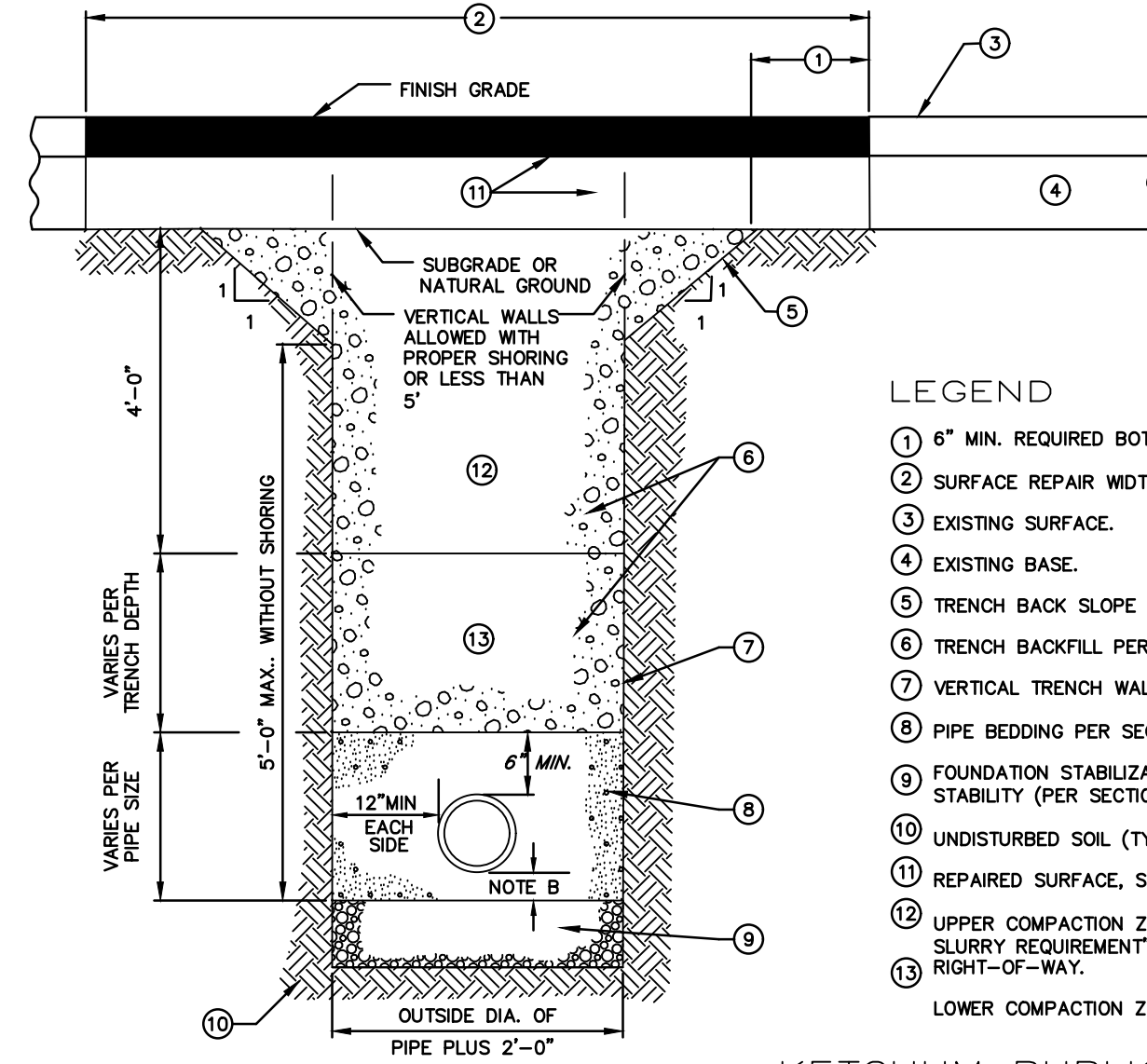
- 1 WATER MAIN PER ISPCW SECTION 401.
- 2 MIP X PAC CORP STOPS; 200 PSI POLY PIPE W/ INSERTS FOR SERVICE LINES FROM MAIN TO CORP STOPS AND INTO THE METER VAULT.
- 3 THE METER VAULT SHALL BE 18\"/>



NOTES:

- A ALL PRODUCTS AS NOTED OR APPROVED SUBSTITUTION.
- B THE DIAMETER (1-1/2\"/>

4
C2 WATER SERVICE (1-1/2\"/>
 N.T.S.



LEGEND

- 1 6\"/>

NOTES

- A TRENCH EXCAVATION PER SECTION-301.
- B PIPE BEDDING PER SECTION-305.
- C BACKFILL AND COMPACTION PER SECTION-306.
- D SURFACE REPAIR AND BASE PER DETAIL 3/C20

KETCHUM PUBLIC CONSTRUCTION SLURRY REQUIREMENT

IN AREAS WHERE IT IS NECESSARY TO CUT THE ASPHALT PAVEMENT AND DIG A TRENCH FOR BURIAL OF CONDUIT CABLE OR OTHER CITY UTILITY, THE TRENCH SHALL BE BACKFILLED WITH A LEAN CONCRETE MIX WITH THE FOLLOWING PROPORTIONS OF MATERIALS:

COARSE AGGREGATE (3/4\"/>

WATER CONTENT IS MAXIMUM AND MAY BE REDUCING DOWNWARD. CARES SHALL BE TAKEN TO ASSURE THAT EXCESS WATER IS NOT PRESENT IN THE MIXING DRUM PRIOR TO CHARGING THE MIXER WITH MATERIALS. THOROUGH MIXING WILL BE REQUIRED PRIOR TO DISCHARGE.

NO COMPACTION, VIBRATION OR FINISHING IS REQUIRED. THE LEAN CONCRETE MIX SHALL BE STRUCK OFF AT OR BELOW THE ELEVATION OF THE PLANTMIX SURFACING WITH A SQUARE-NOSE SHOVEL OR SIMILAR HAND TOOL. THE BACKFILL MIX SHALL BE ALLOWED TO SET FOR A MINIMUM OF R2 HOURS BEFORE THE PERMANENT PLANTMIX SURFACING IS PLACED TO COMPLETE THE TRENCH REPAIR. TEMPORARY PLACEMENT OF ASPHALT COLD MIX SURFACING MAY BE NECESSARY TO ACCOMMODATE TRAFFIC WITHIN THE FIRST 2 HOURS OF BACKFILL PLACEMENT PRIOR TO COMPLETING THE PERMANENT REPAIR.

5
C2 TYPICAL TRENCH
 N.T.S.

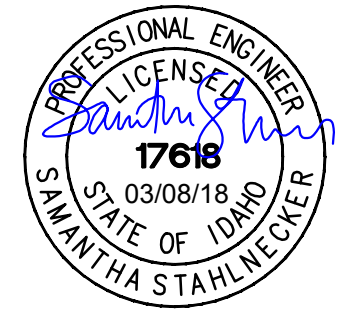
DESIGNED BY: SKS
 DRAWN BY: SKS
 CHECKED BY: SJF

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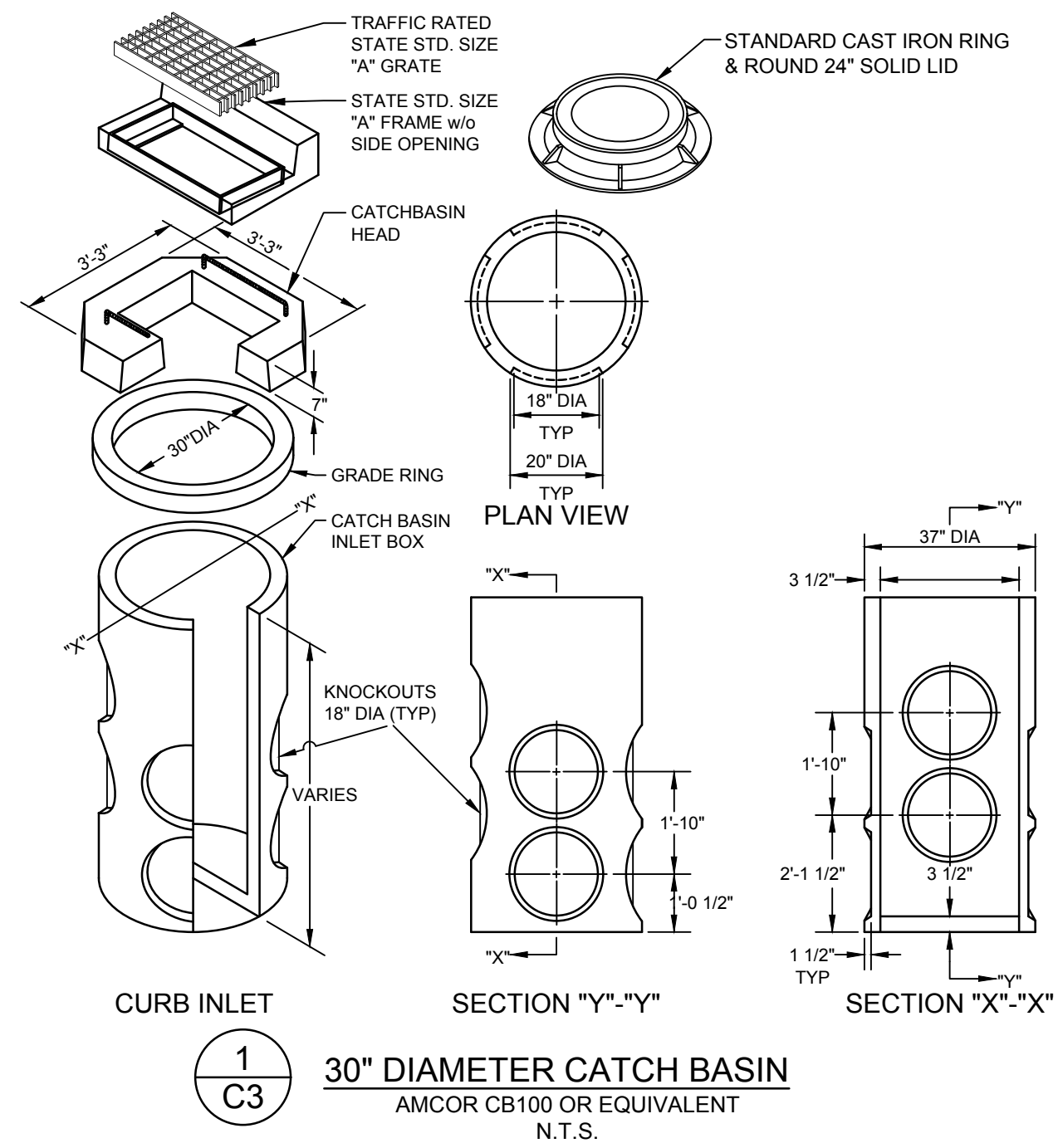
GALENA ENGINEERING, INC.
 Civil Engineers & Land Surveyors
 Halley, Idaho 83433
 (208) 788-1705
 (208) 788-4612 fax
 email galena@galena-engineering.com

NO.	DATE	BY	REVISIONS
1	03/08/18	SF	DESIGN REVIEW SUBMITTAL

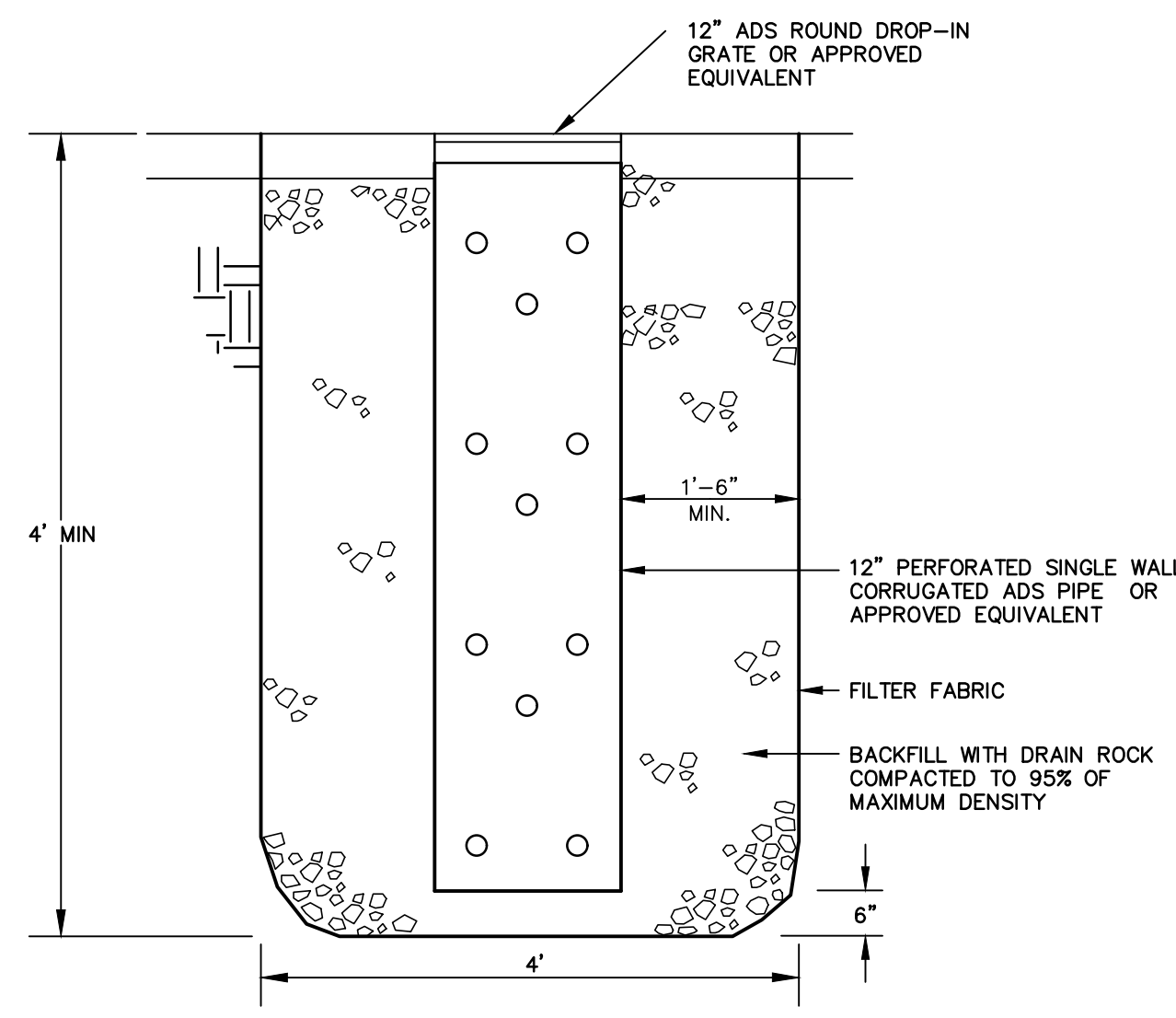
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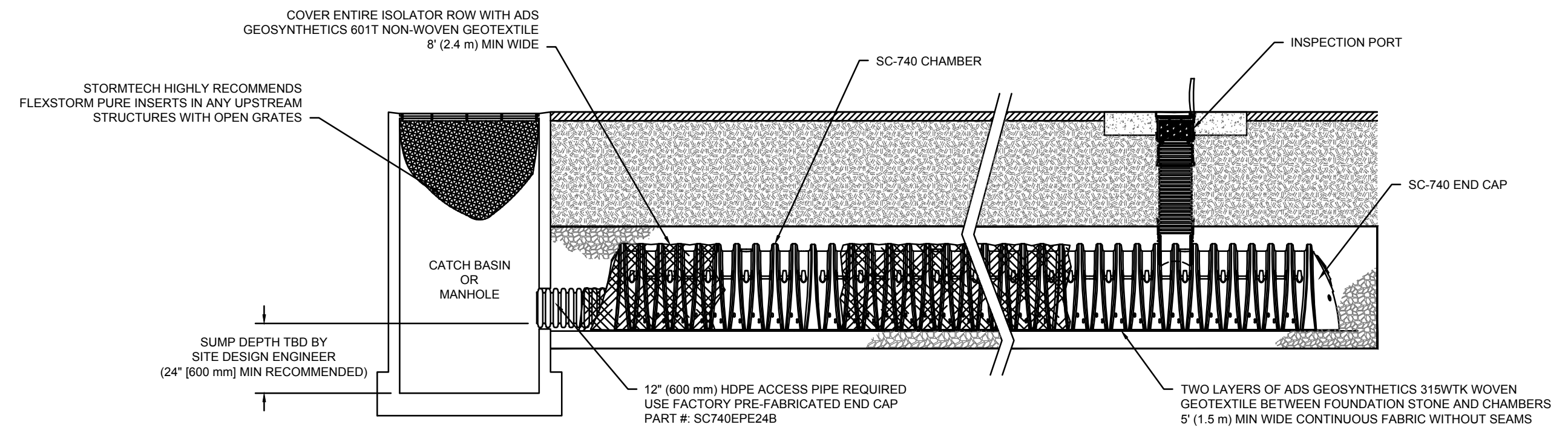
C2



1
C3 **30" DIAMETER CATCH BASIN**
AMCOR CB100 OR EQUIVALENT
N.T.S.



2
C3 **LANDSCAPE DRYWELL DETAIL**
N.T.S.



SC-740 ISOLATOR ROW DETAIL
NTS

INSPECTION & MAINTENANCE

STEP 1) INSPECT ISOLATOR ROW FOR SEDIMENT
 A. INSPECTION PORTS (IF PRESENT)
 A.1 REMOVE/OPEN LID ON NYLOPLAST INLINE DRAIN
 A.2 REMOVE AND CLEAN FLEXSTORM FILTER IF INSTALLED
 A.3 USING A FLASHLIGHT AND STADIA ROD, MEASURE DEPTH OF SEDIMENT AND RECORD ON MAINTENANCE LOG
 A.4 LOWERS A CAMERA INTO ISOLATOR ROW FOR VISUAL INSPECTION OF SEDIMENT LEVELS (OPTIONAL)
 A.5 IF SEDIMENT IS AT, OR ABOVE, 3" (80 mm) PROCEED TO STEP 2. IF NOT, PROCEED TO STEP 3.
 B. ALL ISOLATOR ROWS
 B.1 REMOVE COVER FROM STRUCTURE AT UPSTREAM END OF ISOLATOR ROW
 B.2 USING A FLASHLIGHT, INSPECT DOWN THE ISOLATOR ROW THROUGH OUTLET PIPE
 i) MIRRORS ON POLES OR CAMERAS MAY BE USED TO AVOID A CONFINED SPACE ENTRY
 ii) FOLLOW OSHA REGULATIONS FOR CONFINED SPACE ENTRY IF ENTERING MANHOLE
 B.3 IF SEDIMENT IS AT, OR ABOVE, 3" (80 mm) PROCEED TO STEP 2. IF NOT, PROCEED TO STEP 3.

STEP 2) CLEAN OUT ISOLATOR ROW USING THE JETVAC PROCESS
 A. A FIXED CULVERT CLEANING NOZZLE WITH REAR FACING SPREAD OF 45° (1.1 m) OR MORE IS PREFERRED
 B. APPLY MULTIPLE PASSES OF JETVAC UNTIL BACKFLUSH WATER IS CLEAN
 C. VACUUM STRUCTURE SUMP AS REQUIRED

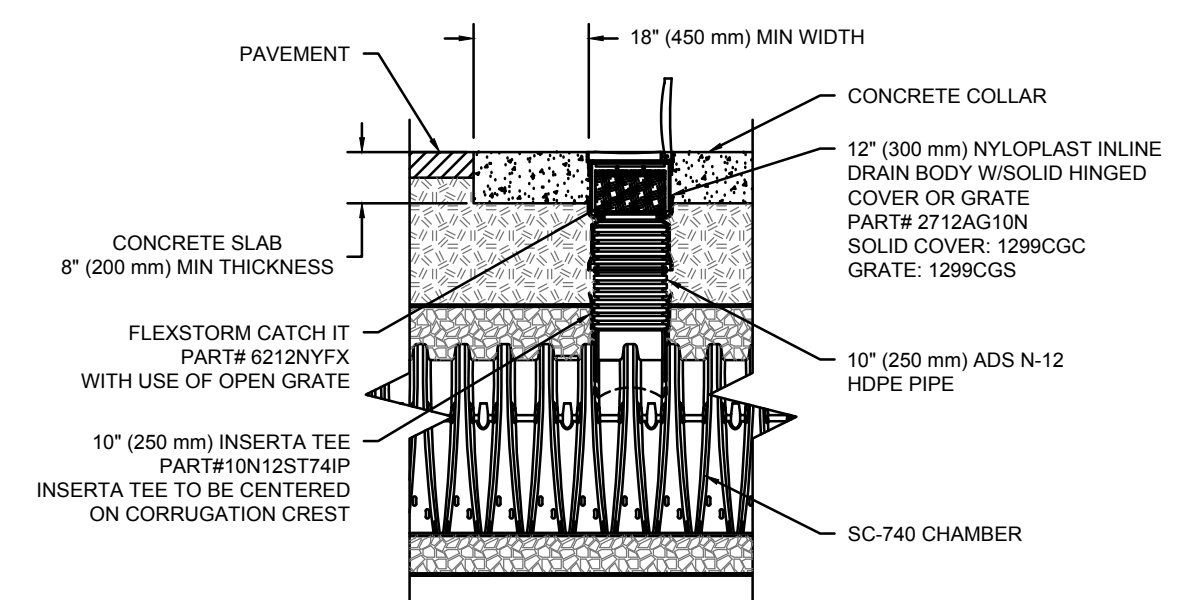
STEP 3) REPLACE ALL COVERS, GRATES, FILTERS, AND LIDS, RECORD OBSERVATIONS AND ACTIONS.

STEP 4) INSPECT AND CLEAN BASINS AND MANHOLES UPSTREAM OF THE STORMTECH SYSTEM.

NOTES

1. INSPECT EVERY 6 MONTHS DURING THE FIRST YEAR OF OPERATION, ADJUST THE INSPECTION INTERVAL BASED ON PREVIOUS OBSERVATIONS OF SEDIMENT ACCUMULATION AND HIGH WATER ELEVATIONS.

2. CONDUCT JETTING AND VACTORING ANNUALLY OR WHEN INSPECTION SHOWS THAT MAINTENANCE IS NECESSARY.

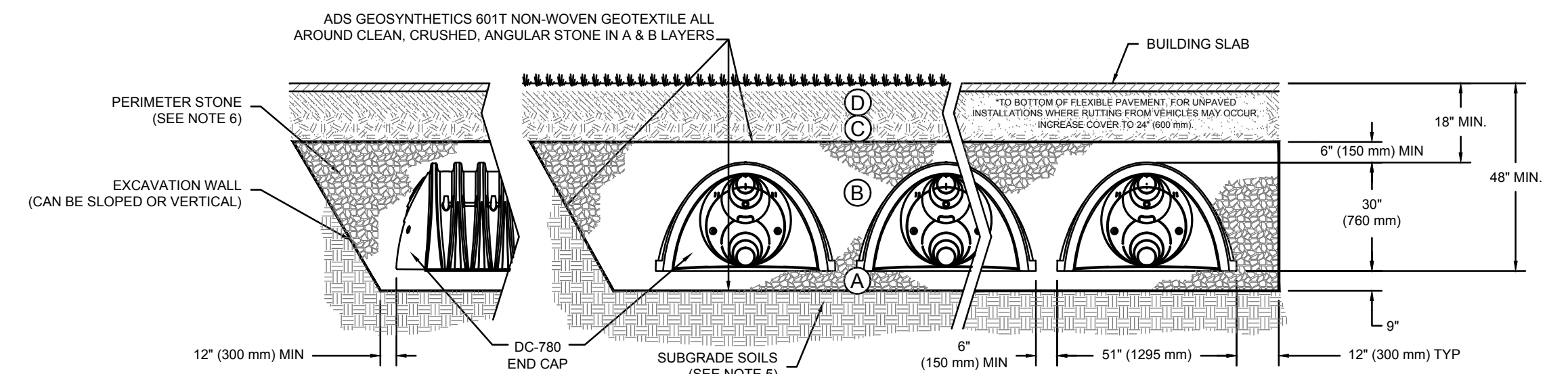


SC-740 INSPECTION PORT DETAIL
NTS

ACCEPTABLE FILL MATERIALS STORMTECH DC-780 CHAMBERS & STEMS

MATERIAL LOCATION	DESCRIPTION	AASHTO MATERIAL CLASSIFICATIONS	COMPACTION / DENSITY REQUIREMENT
D	FINAL FILL: FILL MATERIAL FOR LAYER 'D' STARTS FROM THE TOP OF THE 'C' LAYER TO THE BOTTOM OF FLEXIBLE PAVEMENT OR UNPAVED FINISHED GRADE ABOVE. NOTE THAT PAVEMENT SUBBASE MAY BE PART OF THE 'D' LAYER.	ANY SOIL/ROCK MATERIALS, NATIVE SOILS, OR PER ENGINEER'S PLANS. CHECK PLANS FOR PAVEMENT SUBGRADE REQUIREMENTS.	N/A
C	INITIAL FILL: FILL MATERIAL FOR LAYER 'C' STARTS FROM THE TOP OF THE EMBEDMENT STONE ('B' LAYER) TO 18" (450 mm) ABOVE THE TOP OF THE CHAMBER. NOTE THAT PAVEMENT SUBBASE MAY BE PART OF THE 'C' LAYER.	GRANULAR WELL-GRADED SOIL/AGGREGATE MIXTURES, <35% FINES OR PROCESSED AGGREGATE. MOST PAVEMENT SUBBASE MATERIALS CAN BE USED IN LIEU OF THIS LAYER.	AASHTO M145 A-1, A-2.4, A-3 OR AASHTO M43 3, 357, 4, 467, 5, 56, 57, 6, 67, 68, 7, 78, 8, 89, 9, 10
B	EMBEDMENT STONE: FILL SURROUNDING THE CHAMBERS FROM THE FOUNDATION STONE ('A' LAYER) TO THE 'C' LAYER ABOVE.	CLEAN, CRUSHED, ANGULAR STONE, NOMINAL SIZE DISTRIBUTION BETWEEN 3/4-2 INCH (20-50 mm)	AASHTO M43 3, 357, 4, 467, 5, 56, 57
A	FOUNDATION STONE: FILL BELOW CHAMBERS FROM THE SUBGRADE UP TO THE FOOT (BOTTOM) OF THE CHAMBER.	CLEAN, CRUSHED, ANGULAR STONE, NOMINAL SIZE DISTRIBUTION BETWEEN 3/4-2 INCH (20-50 mm)	AASHTO M43 3, 357, 4, 467, 5, 56, 57

PLEASE NOTE:
 1. THE LISTED AASHTO DESIGNATIONS ARE FOR GRADATIONS ONLY. THE STONE MUST ALSO BE CLEAN, CRUSHED, ANGULAR. FOR EXAMPLE, A SPECIFICATION FOR #4 STONE WOULD STATE: "CLEAN, CRUSHED, ANGULAR NO. 4 (AASHTO M43) STONE".
 2. STORMTECH COMPACTION REQUIREMENTS ARE MET FOR 'A' LAYER MATERIALS WHEN PLACED AND COMPACTED IN 6" (150 mm) (MAX) LIFTS USING TWO FULL COVERAGES WITH A VIBRATORY COMPACTOR.
 3. WHERE INFILTRATION SURFACES MAY BE COMPROMISED BY COMPACTION, FOR STANDARD DESIGN LOAD CONDITIONS, A FLAT SURFACE MAY BE ACHIEVED BY RAKING OR DRAGGING WITHOUT COMPACTION EQUIPMENT. FOR SPECIAL LOAD DESIGNS, CONTACT STORMTECH FOR COMPACTION REQUIREMENTS.



NOTES

- DC-780 CHAMBERS SHALL CONFORM TO THE REQUIREMENTS OF ASTM F2418 "STANDARD SPECIFICATION FOR POLYPROPYLENE (PP) CORRUGATED WALL STORMWATER COLLECTION CHAMBERS".
- DC-780 CHAMBERS SHALL BE DESIGNED IN ACCORDANCE WITH ASTM F2787 "STANDARD PRACTICE FOR STRUCTURAL DESIGN OF THERMOPLASTIC CORRUGATED WALL STORMWATER COLLECTION CHAMBERS".
- "ACCEPTABLE FILL MATERIALS" TABLE ABOVE PROVIDES MATERIAL LOCATIONS, DESCRIPTIONS, GRADATIONS, AND COMPACTION REQUIREMENTS FOR FOUNDATION, EMBEDMENT, AND FILL MATERIALS.
- THE "SITE DESIGN ENGINEER" REFERS TO THE ENGINEER RESPONSIBLE FOR THE DESIGN AND LAYOUT OF THE STORMTECH CHAMBERS FOR THIS PROJECT.
- THE SITE DESIGN ENGINEER IS RESPONSIBLE FOR ASSESSING THE BEARING RESISTANCE (ALLOWABLE BEARING CAPACITY) OF THE SUBGRADE SOILS AND THE DEPTH OF FOUNDATION STONE WITH CONSIDERATION FOR THE RANGE OF EXPECTED SOIL MOISTURE CONDITIONS.
- PERIMETER STONE MUST BE EXTENDED HORIZONTALLY TO THE EXCAVATION WALL FOR BOTH VERTICAL AND SLOPED EXCAVATION WALLS.
- ONCE LAYER 'C' IS PLACED, ANY SOIL/MATERIAL CAN BE PLACED IN LAYER 'D' UP TO THE FINISHED GRADE. MOST PAVEMENT SUBBASE SOILS CAN BE USED TO REPLACE THE MATERIAL REQUIREMENTS OF LAYER 'C' OR 'D' AT THE SITE DESIGN ENGINEER'S DISCRETION.

StormTech
A Division of M&S

User Inputs

Chamber Model: DC-780
 Outlet Control Structure: Yes (Outlet)
 Project Name: Bigwood Square
 Engineer: Samantha Stahlnecker
 Project Location: Ketchum, Idaho
 Project Date: 02/14/2018
 Measurement Type: Imperial
 Required Storage Volume: 300 cubic ft.
 Stone Porosity: 40%
 Stone Foundation Depth: 9 in.
 Stone Above Chambers: 6 in.
 Average Cover Over Chambers: 18 in.
 Design Constraint: Length
 Design Constraint Dimension: 50 ft.

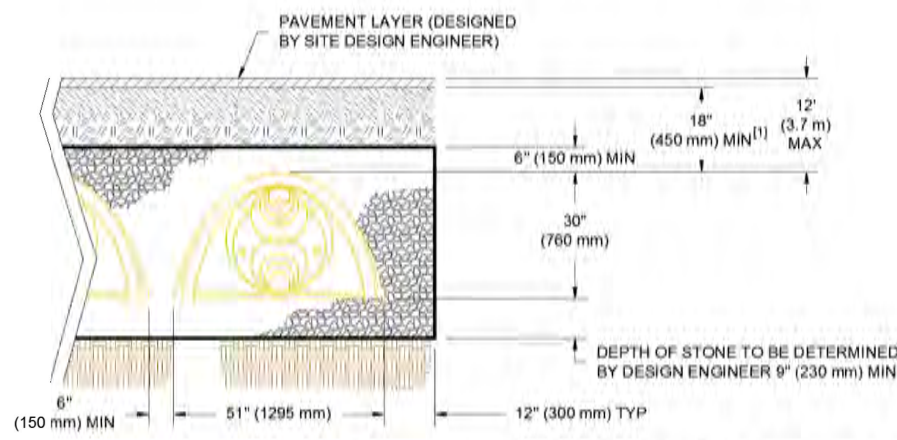
Results

System Volume and Bed Size

Installed Storage Volume: 318 cubic ft.
 Storage Volume Per Chamber: 78.43 cubic ft.
 Number Of Chambers Required: 2 each
 Number Of End Caps Required: 2 each
 Rows/Chambers: 1 row(s) of 2 chamber(s)
 Maximum Length: 25.33 ft.
 Maximum Width: 6.85 ft.
 Approx. Bed Size Required: 173 square ft.

System Components

Amount Of Stone Required: 21 cubic yards
 Volume Of Excavation (Not Including Fill): 24 cubic yards
 Non-woven Filter Fabric Required: 59 square yards
 Length Of Isolator Row: 15.84 ft.
 Woven Isolator Row Fabric: 16 square yards



© ADS Stormtech 2016

3
C3 **STORMTECH INFILTRATOR SYSTEM**
N.T.S.

NOT FOR CONSTRUCTION

PROFESSIONAL ENGINEER
 17618
 03/08/18
 STATE OF IDAHO
 SAMANTHA STAHLNECKER

380 EAST AVENUE (KETCHUM BLOCK 44, LOT 4)
BIGWOOD SQUARE, LLC DRAINAGE DETAILS
 LOCATED WITHIN SECTION 11, T.4 N., R.17 E., CITY OF KETCHUM, BLAINE COUNTY, IDAHO
 PREPARED FOR BIGWOOD SQUARE, LLC

PROJECT INFORMATION
 P:\askproj\3058-01\dwg\Construction\3058-01_SHT.dwg 03/08/18 10:40:59 AM

DESIGNED BY: SKS
 DRAWN BY: SKS
 CHECKED BY: SJF

REUSE OF DRAWINGS
 These drawings, or any portion thereof, shall not be used on any Project or for any other Project without the written consent of Galena Engineering, Inc.

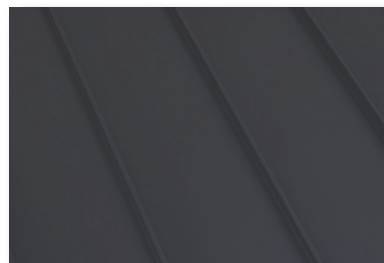
GALENA ENGINEERING, INC.
 Civil Engineers & Land Surveyors
 Halley, Idaho 83333
 (208) 788-1705
 (208) 788-4612 fax
 email galena@galena-engineering.com

NO.	DATE	BY	REVISIONS
1	03/08/18	SF	DESIGN REVIEW SUBMITTAL

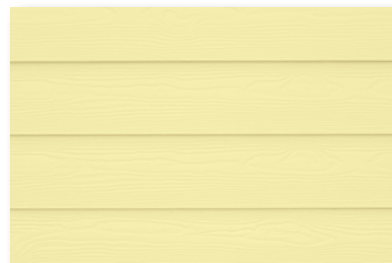
C3



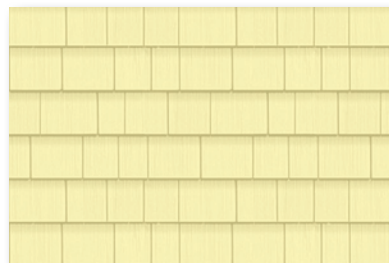
NORTH WEST ELEVATION AS VIEWED FROM FOURTH STREET



STANDING SEAM METAL
ROOF & FLASHINGS
CHARCOAL GRAY



WOOD SIDING
BEVEL SIDING, PAINTED
YELLOW



WOOD SHAKES
PAINTED YELLOW



WOOD TRIM, FASCIA &
RAFTERS
PAINTED WHITE



METAL CLAD WINDOWS
& STEEL RAILING
PRE-FINISHED CHARCOAL
GRAY



City of Ketchum
Planning & Building

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
SPECIAL MEETING OF MARCH 27th, 2018

PROJECT: Community Library Renovation & Expansion

FILE NUMBER: #18-008

OWNERS: Community Library Association

REPRESENTATIVE: Humphries Poli Architects

REQUEST: Design Review approval for renovations, exterior alterations, and a 2,187 sq ft addition to the Community Library.

LOCATION: 415 N. Spruce Avenue
(Lot 1B, Block 89, Ketchum Townsite)

NOTICE: Notice was mailed to adjacent property owners on March 14th, 2018.

ZONING: Community Core Urban Residential Sub-district (CC-C)

REVIEWER: Abby Rivin, Associate Planner

BACKGROUND:

The applicant has requested Design Review approval for renovations, exterior alterations, and an addition to the Community Library, which is located on Lot 1B of Block 89, Ketchum Townsite. The subject lot is 53,598 sq ft and is located within the Urban Residential Sub-district of the Community Core (CC-C). The applicant is the Community Library Association, represented by Humphries Poli Architects. Exterior alterations include modifications to the entrances of the main library and children's library as well as new landscaping, which incorporates plazas, a discovery garden, fire pit, and a rock garden. The new addition will accommodate a young adult area, meeting room, game/study area, and an expanded connection between the main library and the children's library. Public improvements include replacing the existing sidewalk, curb, and gutter on Walnut Avenue, Fourth Street, and Spruce Avenue.

ANALYSIS:

Staff recommends the Planning and Zoning Commission review the application, hear testimony from the public, and continue review of the Community Library Renovation and Expansion project to a date certain. In order for Staff to recommend approval of the project, the applicant must address the following action items:

- In order to approve the proposed siting of the proposed street trees on 4th Street, the Planning & Building Department requires a Sidewalk Easement Agreement in order to ensure safe passage of pedestrian and bicycle traffic. The street trees and easement agreement must be reviewed and approved by the Public Works Department and the City Arborist.

- The siting and design of the relocated fire hydrant at the corner of 4th Street and Walnut must be submitted to the Planning & Building Department to be reviewed and approved by the Fire Code Official.
- The applicant must provide calculations for snow storage. Ketchum City Code §17.96.060(G)(5) requires that snow storage areas shall not be less than 30% of the improved parking and pedestrian circulation areas.

COMPREHENSIVE PLAN ANALYSIS:

The Community Library Renovations and Expansion project is consistent with the uses, goals, and policies listed below as specified within the 2014 Comprehensive Plan.

Table 1. Comprehensive Plan Analysis

SUPPORTING SECTION	SUMMARY OF COMPLIANCE WITH THE 2014 COMPREHENSIVE PLAN
Future Land Use	
Public/Quasi-Public	The Public/Quasi-Public category includes uses related to community services, such as schools, libraries, community centers and gardens, arts/culture, hospitals, government, utilities, cemeteries and places of worship.
Community Design and Neighborhoods	
Policy CD-1.1 Unique Design Elements for Identifiable Neighborhoods	Each neighborhood or district should include a mix of design elements that will reinforce its unique design quality.
Policy CD-1.3 Compatible Infill and Redevelopment Projects	Infill and redevelopment projects should be contextually appropriate to the neighborhood and development in which they will occur. Context refers to the natural and manmade features adjoining a development site; it does not imply a certain style.
Parks, Recreation, and Open Space	
Policy OS-1.4 Public Plaza Space	Support improvements to public streets, parking lots, and plazas that provide spaces for street fairs, festivals and other gatherings.
Policy OS-1.5 Public Gathering Spaces	Promote the development of public gathering spaces throughout the City as part of public and private development.
Arts and Culture	
Policy ART-1.1 Diverse Range of Cultural Facilities and Programs	Encourage the development of accessible cultural facilities (indoor and outdoor) and programs that will provide a diverse range of performing and visual arts activities.
High Performing Community	
Policy HI-2.1 Learning Community	Coordinate with the community's school district, private schools, regional and statewide continuing education institutions, library, hospital, and others to allow growth and learning in the community. Also recognize and encourage more of the many informal learning opportunities that are sponsored by a wide range of organizations.
Mobility	
Policy M-1.3 Compact Development and Housing Downtown and in Activity Centers	Encourage compact development, mixed uses, and additional housing density in the downtown and in high-activity areas. This will increase opportunities for walking, bicycling and transit ridership and reduce vehicle traps.

Table 2. Requirements for All Applications

Compliant			City Department Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.040	<p>Complete Application The applicant must provide a detailed plan and sidewalk easement agreement for the proposed street trees as well as specifications for the relocated fire hydrant.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Police Department: No comment at this time.</p>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>Fire Department: <i>The applicant must provide specifications for the relocated fire hydrant at the intersection of Fourth Street and Walnut Avenue to be reviewed and approved by the Fire Code Official.</i></p> <p><i>It is the General Contractor's responsibility to understand and adhere to all Fire Protection Ordinance #1125 requirements in addition to any and all other City of Ketchum requirements in effect at the time of Building Permit issuance. Failure to comply with all local ordinances and codes may result in project work stoppage as well as criminal penalties.</i></p> <p><i>The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances.</i></p> <p><i>Approved address numbers shall be placed in such a position to be plainly visible and legible from the road fronting the property. Numbers and letters shall be a minimum of four (4) inches tall, contrast with their background and be positioned a minimum of forty-eight (48) inches above final grade.</i></p> <p><i>Vehicle parking and material storage during construction shall not restrict or obstruct public streets or access to any building. A minimum twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times.</i></p> <p><i>The existing required fire sprinkler system shall be modified by a licensed fire sprinkler contractor to meet the current requirements of NFPA 13. All areas are required to be covered with fire sprinklers. Relocation of "Fire Department Sprinkler Connections" shall be approved prior to construction.</i></p> <p><i>Plans for the relocation for the fire hydrant at Fourth Street and Walnut Avenue will have to be approved prior to construction.</i></p> <p><i>The appropriate keys, for emergency fire department access, shall be provided and installed in the existing Knox box.</i></p> <p><i>Inspections of fire department permit required installations shall be scheduled at least 48 hours in advance.</i></p> <p><i>The existing required monitored alarm system shall be modified by a licensed fire alarm contractor to meet the current requirements of NFPA 72 and Ketchum Ordinance #1125.</i></p> <p><i>An 8 ½ by 11 color coded site map of this project shall be provided on paper and electronically to the fire department. This site map shall show the locations of gas shut-offs, power shut-offs, fire sprinkler riser rooms, fire department connections, alarm panels, Knox boxes, access doors, egress windows, stairways and any additional fire department requirements. Exact details for color coded "On-Sites" can be found at www.ketchumfire.org.</i></p> <p><i>Final inspections of all fire department permit required installations by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance. A Final Inspection Checklist can be found at www.ketchumfire.org.</i></p>	

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>Streets Department:</p> <ul style="list-style-type: none"> The construction management plan shall be revised to show specifications and a scaled drawing for the barricades to be placed within the right-of-way. Temporary traffic control signs must be installed to direct motorized, bicycle, and pedestrian traffic. The project requires review and approval of a Temporary Use of Right-of-Way Permit. The maximum sidewalk cross slope is 2% and the recommended slope is 1.75%. Building Permit plans shall provide specifications for the ADA compliant ramps at the sidewalk corners. The proposed curb on Fourth Street should match the design of the existing curb west of Walnut Avenue (valley gutter) or a 6" rolled curb. The applicant has submitted revised 6" vertical curb to be reviewed and approved by the Streets Department prior to issuance of a building permit for the project.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Utilities:</p> <ul style="list-style-type: none"> All drywells and non-potable water lines must maintain legal separation from potable water lines. The proposed plans for fire riser room, which is where the water meter for the main library is sited, shall be reviewed and approved by the Utilities Department. During the relocation of the fire hydrant, the Children's Library will be without water as well as the fire suppression system.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>Parks/Arborist:</p> <ul style="list-style-type: none"> In order to approve the proposed siting of the street trees on 4th Street, the Planning & Building Department requires a Sidewalk Easement Agreement in order to ensure safe passage of pedestrian and bicycle traffic. The street trees and easement agreement must be reviewed and approved by the City Arborist.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>ADA Consultant: The following specifications and action items must be addressed by the applicant prior to issuance of a building permit for the project:</p> <ul style="list-style-type: none"> Parking: The accessible parking requires curb cuts for the access aisle as well as slope and elevations indicated at 2% or less in all directions. Entrances: At the Spruce entrance, the existing ramp is not noted on the submittal drawings. Will the existing ramp be modified with this proposal? If modifications are proposed, confirm an accessible path to the entry landing as well as the proposed slope. What is the accessible route of travel at the Walnut Avenue entrance? Will accessible parking on Walnut Avenue be provided to access the Children's Library? Sidewalk: Confirm a consistent flow of traffic with a 36" minimum width for one direction as well as an unobstructed passageway. Stone Slab Benches: Confirm accessible wheelchair access and a 36" x 48" space adjacent to the end of each bench. Hemingway Patio: Stairs are noted adjacent to the patio. Will a wheelchair accessible access be provided? Ramp: Provide the elevation of the ramp landing as well as the dimensions (5' x 5' minimum) and confirm handrails. Fire Pit: Confirm accessible pathway to access the fire pit for wheelchair or mobility device users. Restrooms: Provide room dimensions and confirm that the transfer area is free from protruding objects.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Building: The building must meet 2012 International Building Code.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Planning and Zoning: Comments are denoted throughout the Staff Report.</p>

Table 3: Zoning Standard Analysis

Compliance with Zoning Standards	
Compliant	Standards and Staff Comments

Yes	No	N/A	Guideline	City Standards and Staff Comments																		
<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: 53,598 square feet existing per Block 89: Lots 1B & 2B Plat (Application Form indicates the lot area is 54,450 sq ft)																		
<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 Proposed: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th colspan="3">Total Floor Area</th> </tr> <tr> <th></th> <th>Proposed (sq ft)</th> <th>Existing (sq ft)</th> </tr> </thead> <tbody> <tr> <td>Lower Level</td> <td>3,928</td> <td>3,856</td> </tr> <tr> <td>Main Floor</td> <td>23,834</td> <td>21,719</td> </tr> <tr> <td>Mezzanine</td> <td>881</td> <td>881</td> </tr> <tr> <td>Total Floor Area</td> <td>28,643</td> <td>26,456</td> </tr> </tbody> </table> Proposed FAR FAR: 28,643 sq ft gross floor area/53,598 sq ft lot area=.53 FAR	Total Floor Area				Proposed (sq ft)	Existing (sq ft)	Lower Level	3,928	3,856	Main Floor	23,834	21,719	Mezzanine	881	881	Total Floor Area	28,643	26,456
Total Floor Area																						
	Proposed (sq ft)	Existing (sq ft)																				
Lower Level	3,928	3,856																				
Main Floor	23,834	21,719																				
Mezzanine	881	881																				
Total Floor Area	28,643	26,456																				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Minimum Building Setbacks																		
			<i>Staff Comments</i>	Required: Front Main Library (Spruce Street): 5' average Front Children's Library (Walnut Ave): 5' average Side (Fourth Street): 0' Side (Fifth Street): 0' Cantilevered decks and overhangs: 0' Proposed: Front Main Library (Spruce Street): 5' average Front Children's Library (Walnut Ave): N/C Side (Fourth Street): N/C Side (Fifth Street): N/C																		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Building Height																		
			<i>Staff Comments</i>	Maximum Permitted: 42' Proposed: 30'																		
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.125.030.H	Curb Cut																		
			<i>Staff Comments</i>	Required: A total of 35% of the linear footage of any street frontage can be devoted to access to off street parking. Proposed: 12%																		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.40	Parking Spaces																		
			<i>Staff Comments</i>	§17.125.020(A)(2). Any existing structure or use that is expanded or enlarged. Additional off street parking spaces shall be required only to serve the enlarged or expanded area, not the entire building or use. 17.125.040 Off Street Parking and Loading Calculations: Non-residential, in zoning districts other than LI-1, LI-2, and LI-3: 1 parking space per 1,000 gross square feet. Ketchum City Code defines the library as a "Civic Building." A "Place of Assembly" is defined as the use of land for a meeting place where persons gather for the purposes of attending a civic event. Staff has defined additions to the Community Library as an assembly use.																		

				<p>C. Exceptions: e. The first five thousand five hundred (5,500) gross square feet for new assembly uses.</p> <p>Required: The proposed new addition of 2,187 sq ft is exempt as it is less than 5,500 sq ft.</p> <p>Proposed: 17 parking spaces, including 2 ADA parking spaces. 6 existing spaces are proposed to be removed from the existing Children’s Library parking lot.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.130 & 17.18.20	<p>Zoning Matrix</p> <p>17.18.130: Community Core District A. Purpose: The purpose of the CC community core district is to promote a compact and cohesive center of commerce and culture, to promote an attractive and safe pedestrian environment which includes sidewalks, gathering spaces, streetscape amenities and landscaping, to retain the unique small town scale and character and to encourage buildings which respect Ketchum's historical and geographic context while providing diversity. Compatible mixed uses including retail, office, residential and cultural uses are encouraged. Commercial uses are concentrated in the CC district which is consistent with the city's comprehensive plan and the downtown master plan.</p> <p>17.08.020 – Definitions ASSEMBLY, PLACE OF: The use of land for a meeting place where persons gather together for purposes of attending civic, social, religious functions, recreational events or entertainment performances on a regular or recurring basis including, but not limited to, religious institutions, banquet facilities, funeral homes, theaters, conference centers, stadiums, or indoor or outdoor recreational facilities, but excludes a "cultural facility" as defined by this chapter. A gathering of less than twenty five (25) persons shall not be considered a place of assembly provided the gathering is accessory and incidental to the principal use.</p> <p>CIVIC BUILDING: Buildings of, relating to, or belonging to a city or citizenship; municipal or civil including, but not limited to, city hall, post office, public library, public schools and public recreation centers.</p> <p>CULTURAL FACILITY: An institution or the use of land for the display, preservation, or exhibition of art, scientific, cultural, or historical materials including, but not limited to, museums, libraries or art galleries.</p>

Table 4: Design Review Standards for all projects

Design Review Requirements				
IMPROVEMENTS AND STANDARDS: 17.96.060				
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(A)(1) Streets	The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.
			<i>Staff Comments</i>	<i>The property is located on Block 89 of Ketchum Townsite between Fifth and Fourth Streets and Walnut and Spruce Avenues. 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>The applicant has proposed raising the grade and improving the north side of Fourth Street. The Streets Department has reviewed and approved the preliminary design. Final design of the street and sidewalk improvements shall be reviewed and approved by the Public Works Department prior to issuance of a building permit for the project.</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 applicant has proposed replacing the existing sidewalk, curb, and gutter along Walnut Avenue, Fourth Street, and Spruce 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 proposed sidewalk design requires a Sidewalk Easement Agreement.</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: 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.</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 length of the sidewalk complies with this requirement but the proposed design requires a Sidewalk Easement Agreement.</i>
<input type="checkbox"/>	<input checked="" 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 sidewalks enhance pedestrian connectivity. A Sidewalk Easement Agreement is required in order to ensure safe passage of pedestrian and bicycle traffic. The street trees and easement agreement must be reviewed and approved by the Public Works Department and the City Arborist.</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 satisfied this requirement. All storm water shall be retained on site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(2)	Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.
			<i>Staff Comments</i>	<i>See above Staff comment for Ketchum City Code §17.96.060(C)(1). All drainage improvements meet this requirement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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>Additional drainage improvements are not recommended at this time.</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>See above Staff comment for Ketchum City Code §17.96.060(C)(1). The proposed drainage facilities satisfy this requirement. The Public Works Department has reviewed the drainage facilities and has no concerns at this time.</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 the plans show all utility locations. See Table 1 for Staff comment from the Utilities Department.</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 utilities shall be located underground and concealed from public view. See Table 1 for Staff comment from the Utilities Department.</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 and will comply with these standards.</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>Exterior materials will match the existing structure and include wood siding, board formed concrete, wood columns, and windows with curtain wall glazing.</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.</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>The project enhances the entryways to the main library as well as the children's library. Unobstructed pedestrian access is provided to and from the building.</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 facades incorporate horizontal panel siding, windows, board formed concrete, and wood columns to provide undulation and relief and to reduce the appearance of bulk and flatness. The landscape design including the plazas and gardens will provide variation and visual interest.</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, colors, and signing of the project satisfy this requirement. The proposed materials for the expansion and renovation project match the existing exterior of the Community Library.</i>
<input checked="" type="checkbox"/>	<input 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>The landscape features including the plantings, gardens, plazas, and site walls complement the library and will provide the community with unique outdoor spaces to enjoy.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(5)	Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.
			<i>Staff Comments</i>	<i>The proposed elevation views provided by the applicant show that all building walls provide undulation and relief, serving to reduce the appearance of bulk and flatness at all façades. The applicant is proposing a variation in architectural features along all façades, which serves to provide depth and 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 main library is oriented towards Spruce Avenue and the children's library is oriented towards Walnut Avenue.</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 A2.1 of the submittal indicates that the dumpster will be screened with a metal and wood trash enclosure.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(8)	Building design shall include weather protection which prevents water to drip or snow to slide on areas where pedestrians gather and circulate or onto adjacent properties.
			<i>Staff Comments</i>	<i>The applicant shall install snow retention devices on the roof as necessary to prevent snow from sliding on areas where pedestrians gather.</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>The existing pedestrian and bicycle access connects with adjacent, existing sidewalks and pathways.</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>Per City Code: 17.08.020, an awning is defined as a covered architectural projection that extends from the exterior wall of a building for the purpose of providing shade, shelter or aesthetic value to the building facade. The proposed upper-level terrace does not fall into this category as it is sited above the enclosed first-floor.</i>
<input type="checkbox"/>	<input checked="" 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 existing parking lot is accessed from Spruce Avenue and traffic flows safely. The City requires a Sidewalk Easement Agreement in order to ensure safe passage of pedestrian and bicycle traffic.</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>The applicant has proposed maintaining the existing curb cut along Spruce Avenue. The Public Works Department has reviewed and approved the entrance to the parking lot.</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>Emergency and service vehicles can access the site 4th St, 5th St, Walnut Ave, and Spruce Ave., providing unobstructed access for emergency vehicles, snowplows, and garbage trucks.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(H)(1)	Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.
			<i>Staff Comments</i>	<i>The applicant must provide snow storage calculations.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(H)(2)	Snow storage areas shall be provided on-site.
			<i>Staff Comments</i>	<i>The applicant must provide a snow storage area on-site.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(H)(3)	A designated snow storage area shall not have any dimension less than five (5') feet and shall be a minimum of twenty five (25) square feet.
			<i>Staff Comments</i>	<i>The proposed snow storage areas must meet this requirement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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>N/A</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 landscape plan is provided on Sheet L3.0 and L3.1 of the submittal. .</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(2)	Landscape materials and vegetation types specified shall be readily adaptable to a site's microclimate, soil conditions, orientation and aspect, and shall serve to enhance and complement the neighborhood and townscape.
			<i>Staff Comments</i>	<i>The City Arborist has approved the materials and vegetation types. See above Staff comment for Ketchum City Code §17.96.060(I)(1). The street trees and sidewalk easement agreement must be reviewed and approved by the City Arborist.</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 landscaping includes evergreen and deciduous trees, shrubs, ornamental grasses, fescue sod lawn, and perennial planting beds. See above Staff comment for Ketchum City Code §17.96.060(I)(1).</i>
<input checked="" type="checkbox"/>	<input 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 landscaping vegetation, site walls, plazas, and gardens provide a buffer between the library and adjacent land uses. The applicant has proposed plazas along 4th St, a plaza at the main library entrance, a patio, discovery garden, and a contemplative rock garden.</i>
<input checked="" type="checkbox"/>	<input 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>The applicant has proposed benches, an interactive sculpture, a hydration station, and an information post.</i>

Table 5: 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 street trees and sidewalk easement agreement must be reviewed and approved by the Public Works Department and the City Arborist.</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 City Arborist has not approved the location of the proposed trees on 4th Street or the decorative tree grates.</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 building facades have been designed to include both solid surfaces and window/door openings intended to avoid the creation of blank walls. Similar architectural elements used to create uniformity include gabled roofs, vertical siding, and windows with curtain wall glazing.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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>Windows and doors into the main entrances of the main and children's library are proposed. A recessed shade garden, perennial beds, ornamental grasses, shrubs, and a discovery garden are incorporated into the project design.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 design of the facades fronting Walnut and Spruce Avenues do not obscure views into windows.</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 applicant has proposed a pitched roof, which is compatible with the existing roof and the overall style and character of the structure.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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>Snow retention devices, gutters, and downspouts shall be installed on all sloped roofs.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(6)	Roof overhangs shall not extend more than three (3') feet over a public sidewalk. Roof overhangs that extend over the public sidewalk shall be approved by the Public Works Department.
			<i>Staff Comments</i>	<i>No roof overhangs over a public sidewalk are proposed.</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. Front porches and stoops located on the ground floor are not proposed at this time. The plazas adjacent to entryway are unenclosed.</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 plans indicate that the dumpster will be screened from public view.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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>All roof and ground mounted mechanical and electrical equipment shall be fully screened from public view. Roof mounted mechanical equipment will not exceed ten-feet (10') over the maximum building height and must be set back a minimum of ten-feet (10') from property lines. The final screening, location, and height of all ground and roof mounted mechanical equipment shall be approved upon final inspection and prior to the issuance of a building permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(D)(1)	When a healthy and mature tree is removed from a site, it shall be replaced with a new tree. Replacement trees may occur on or off site.
			<i>Staff Comments</i>	<i>Existing trees to be removed to accommodate the addition and renovation project are shown on Sheet L-1.1 of the design review submittal. Replacement trees include Subalpine Fir, Lodgepole Pine, Limber Pine, Mugo Tannenbaum Pine, Ponderosa Pine, Autumn Blaze Maple, European White Birch, Russian Hawthorne, and Flowering Crabapples. The siting of the proposed replacement trees is indicated on Sheet L-3.0 of the design review submittal.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.070(D)(2)	Trees that are placed within a courtyard, plaza, or pedestrian walkway shall be placed within tree wells that are covered by tree grates.
			<i>Staff Comments</i>	<i>The City Arborist must review and approved the proposed siting and species of the street trees proposed along Fourth Street as well as the decorative tree grates.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.070(D)(3)	The city arborist shall approve all parking lot and replacement trees.
			<i>Staff Comments</i>	<i>The City Arborists has approved the proposed replacement trees. Approval of the proposed street trees along Fourth Street is pending submittal of a Sidewalk Easement Agreement to ensure safe passage for pedestrian and bicycle traffic.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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>The subject Block 89 is not located adjacent to an alley. The applicant has proposed replacing the existing wood retaining structure adjacent to the parking lot along Fifth Street and screening with planting bed, shrubs, and Mugo Pine trees.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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>The applicant has proposed installing 10 Mugo Pine trees adjacent to the parking lot.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.070(E)(3)	Ground cover, low lying shrubs, and trees shall be planted within the planters and planter boxes. Tree grates or landscaping may be used in tree wells located within pedestrian walkways.
			<i>Staff Comments</i>	<i>All on-site ground cover and low lying shrubs shall be planted within planters and planter boxes, in conformance with this standard. Approval of the proposed street</i>

				<i>trees on Fourth Street and the decorative grates is pending the submittal of a Sidewalk Easement Agreement.</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>The applicant is proposing the installation of five bike racks. The bike racks are located at the main library entrance adjacent to Spruce Avenue, at the corner of Fourth Street and Walnut Avenue, and adjacent to the parking lot.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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>See Staff comment above. The fraction of the calculation is not equal to or greater than one-half.</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 racks are located no less than fifty-feet (50') from entrance of the building. The bike racks will be visible from the front entrance of the proposed building.</i>

STAFF RECOMMENDATION

Staff recommends that the subject design review application for the Community Library Renovation & Expansion project be continued to a date certain.

COMMISSION OPTIONS

- Move to approve the design review application for the Community Library Renovation & Expansion project and draft findings supporting approval.
- Move to deny the design review application for the Onyx at Leadville residential project and draft findings supporting denial.

ATTACHMENTS:

- A. Application Form
- B. Plans

ATTACHMENT A. APPLICATION FORM



City of Ketchum
Planning & Building

CERTIFIED COMPLETE
2-1-18
ml

Design Review Application

OFFICIAL USE ONLY	
File Number:	P18-008
Date Received:	2-1-18
By:	ml
Pre Application Fee Paid:	
Design Review Fee:	\$1745.00
Approved Date:	
Denied Date:	
By:	
ADRE: Yes <input type="checkbox"/>	

APPLICANT INFORMATION				
Project Name: Renovation and Expansion of the Community Library		Phone: (208) 726-3493		
Owner: Community Library Association		Mailing Address: PO Box 2168 Ketchum ID 83340		
Email: jdavidson@comlib.org				
Architect/Representative: Humphries Poli Architects		Phone: (303) 607-0040		
Email: DHumphries@HPARCH.COM		Mailing Address: 1655 Grant Street Denver CO 80203		
Architect License Number: AR-985762				
Engineer of Record: Benchmark Assocaites PA		Phone: (208) 726-951		
Email: svgeotech@gmail.com		Mailing Address: PO Box 733 Ketchum ID 83340		
Engineer License Number: 9392				
<i>All design review plans and drawings for public commercial projects, residential buildings containing more than four (4) dwelling units and development projects containing more than four (4) dwelling units shall be prepared by an Idaho licensed architect or an Idaho licensed engineer.</i>				
PROJECT INFORMATION				
Legal Land Description: Lot 1B, Block 89 of KETCHUM TOWNSITE BLOCK 89				
Street Address: 415 Spruce Street Ketchum ID 83340				
Lot Area (Square Feet): 54,450		RPK 00000890016		
Zoning District: CC				
Overlay District:	<input type="checkbox"/> Floodplain	<input type="checkbox"/> Avalanche	<input type="checkbox"/> Mountain	
Type of Construction:	<input type="checkbox"/> New	<input checked="" type="checkbox"/> Addition	<input checked="" type="checkbox"/> Remodel <input type="checkbox"/> Other	
Anticipated Use: Library	Number of Residential Units:			
TOTAL FLOOR AREA				
	Proposed		Existing	
Basements	3,928	Sq. Ft.	3,856	Sq. Ft.
1 st Floor	23,834	Sq. Ft.	21,719	Sq. Ft.
2 nd Floor		Sq. Ft.		Sq. Ft.
3 rd Floor		Sq. Ft.		Sq. Ft.
Mezzanine	881	Sq. Ft.	881	Sq. Ft.
Total	28,643	Sq. Ft.	26,456	Sq. Ft.
FLOOR AREA RATIO				
Community Core: .53	Tourist:	General Residential-High:		
BUILDING COVERAGE/OPEN SPACE				
Percent of Building Coverage: .44				
DIMENSIONAL STANDARDS/PROPOSED SETBACKS				
Front: greater than 5' average	Side: N/C	Side: N/C	Rear: N/C	
Building Height: less than 30'				
OFF STREET PARKING				
Parking Spaces Provided: 17 including 2 ADA				
Curb Cut:	Sq. Ft.	12	%	
WATER SYSTEM				
<input checked="" type="checkbox"/> Municipal Service		<input type="checkbox"/> Ketchum Spring Water		

ATTACHMENT B. PLANS

RENOVATION & EXPANSION TO THE COMMUNITY LIBRARY

415 Spruce Ave.
Ketchum, ID 83340

SHEET INDEX

G-1.0	COVER SHEET
C-1.0	EXISTING CONDITIONS SURVEY
C-1.1	GRADING, UTILITIES, & DRAINAGE FOR RIGHT-OF-WAYS
L-1.0	SITE PLAN
L-1.1	SITE PLAN
L-2.0	GRADING PLAN
L-3.0	LANDSCAPE PLAN
L-3.1	LANDSCAPE MATERIALS
L-3.2	LANDSCAPE LIGHTING PLAN
A-1.0	MAIN LEVEL FLOOR PLAN
A-1.1	LOWER LEVEL FLOOR PLAN
A-1.2	ROOF PLAN
A-2.0	ARCHITECTURAL BUILDING ELEVATIONS
A-2.1	ARCHITECTURAL BUILDING ELEVATIONS

DESIGN REVIEW
FEBRUARY 1, 2018

OWNER
THE COMMUNITY LIBRARY ASSOC.
415 SPRUCE AVENUE NORTH, P.O. BOX 2168
KETCHUM, IDAHO 83340
p 208.726.7555 e jsharpen@comlib.org

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HUMPHRIES POLI ARCHITECTS
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HUMPHRIES POLI

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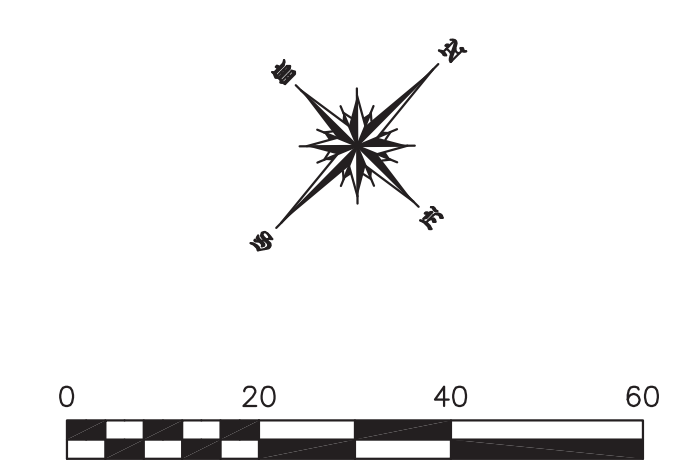
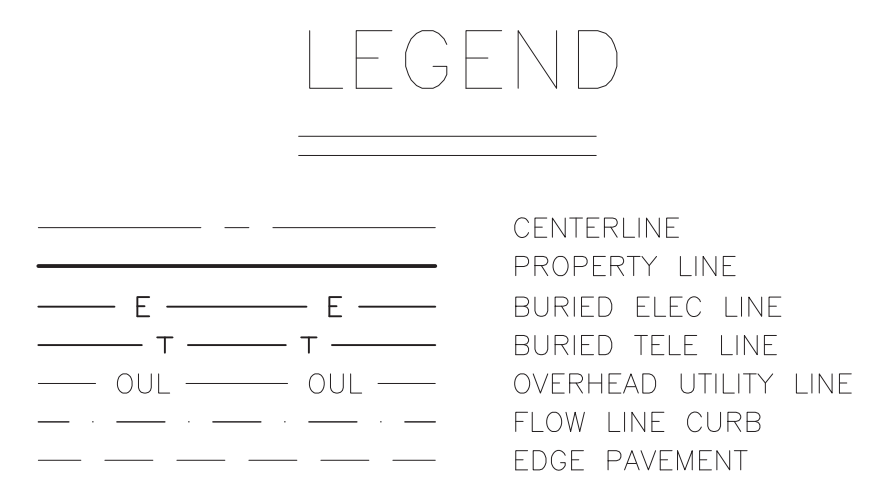
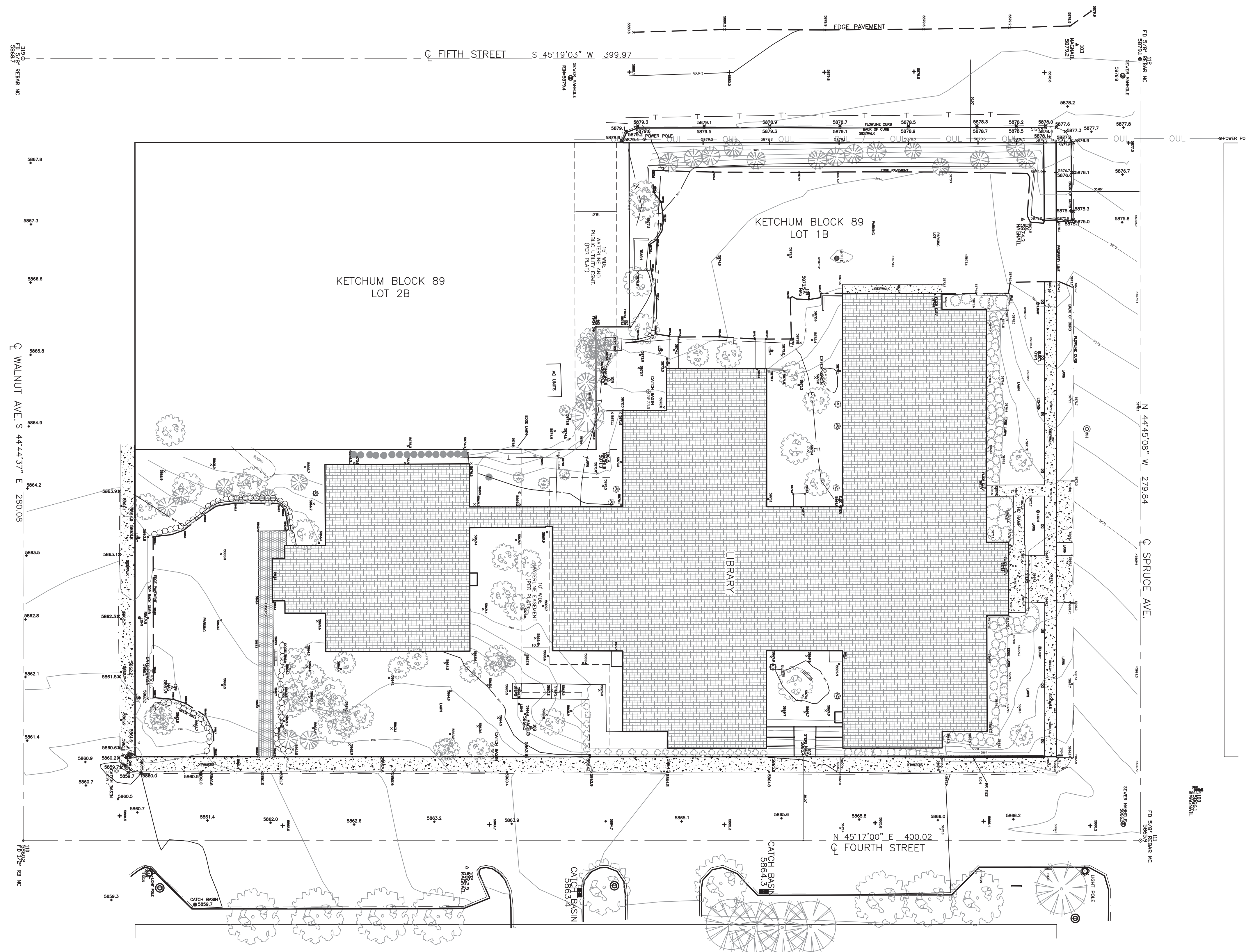
THE COMMUNITY LIBRARY
415 Spruce Ave.
Ketchum, ID 83340

DESIGN REVIEW
FEBRUARY 1, 2018

PROJECT No.	PRINCIPAL IN CHARGE	PROJECT MANAGER	CHECKED BY
37014	DH	NG	DH

SHEET No.

G-1.0



PREPARED BY: BENCHMARK ASSOCIATES
 P.O. BOX 733, KETCHUM, ID 83340
 (208) 726-9512 : (FAX) 726-9514

THIS DRAWING WAS PREPARED BY BENCHMARK ASSOCIATES FOR A SPECIFIC PROJECT. TAKING INTO CONSIDERATION THE SPECIFIC AND UNIQUE REQUIREMENTS OF THE PROJECT, REUSE OF THIS DRAWING OR ANY INFORMATION CONTAINED IN THIS DRAWING FOR ANY PURPOSE IS PROHIBITED UNLESS WRITTEN PERMISSION FROM BENCHMARK ASSOCIATES AND BENCHMARK ASSOCIATES' CLIENT IS GRANTED.

REVISIONS		
No.	DESCRIPTION	DATE BY

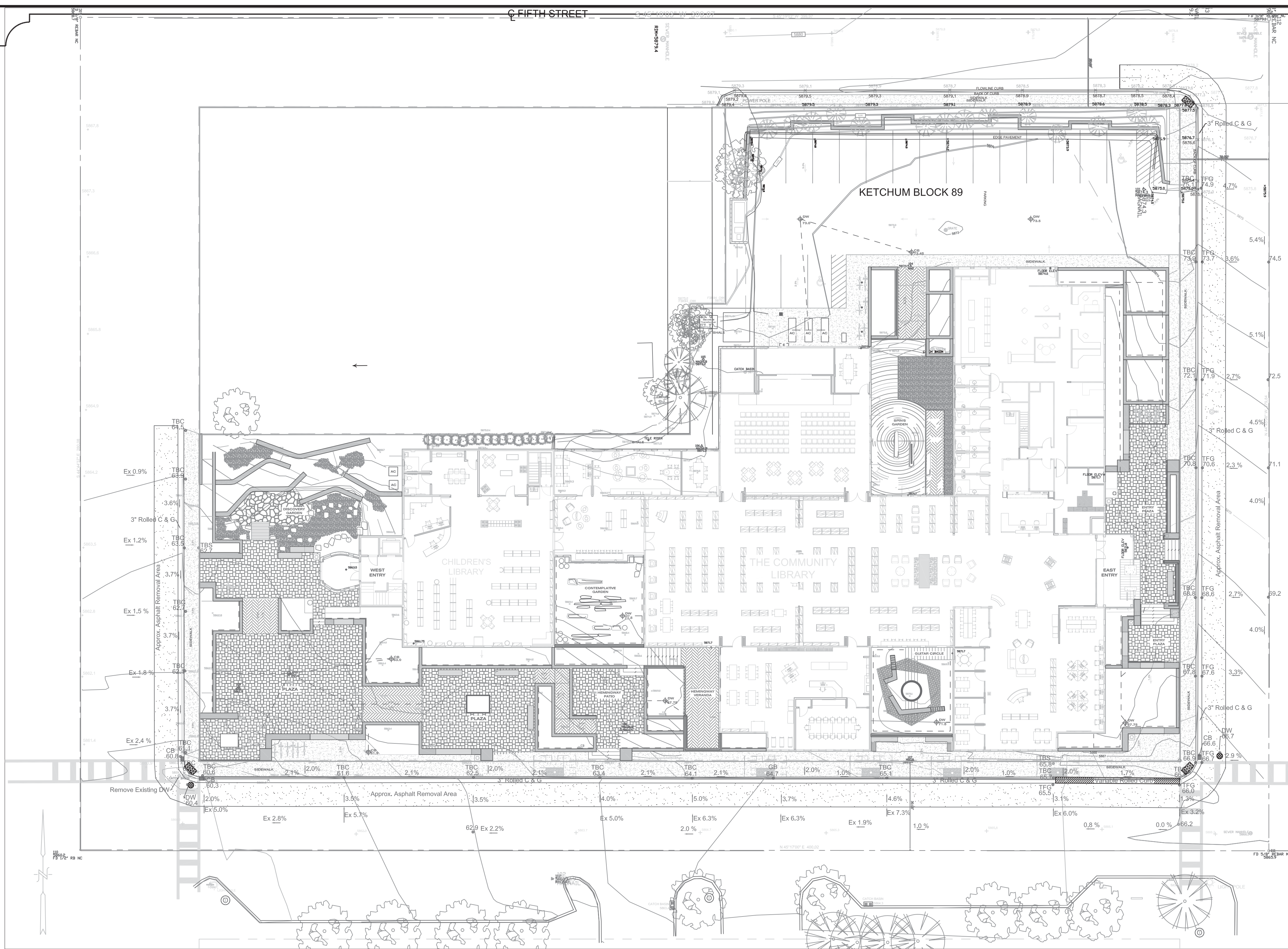


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 P.O. BOX 733, 100 BELL DRIVE
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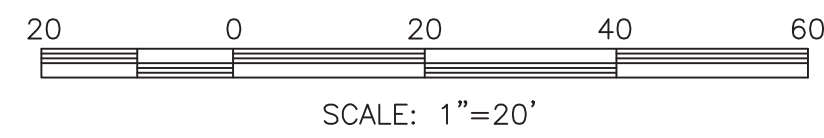
KETCHUM BLOCK 89, LOT 1B
 T4N, R18E, SEC 18, B.M.,
 KETCHUM, BLAINE COUNTY, IDAHO
 PREPARED FOR: KETCHUM LIBRARY
 PLOT FILE: 18011 TOPO.DWG

DRAWN BY: DWS
 DESIGNED BY: SB
 CHECKED: SB
 DATE: 2/1/2018
 PROJECT NO.: 18011
 SHEET NUMBER

C-1.0



GRADING SITE PLAN

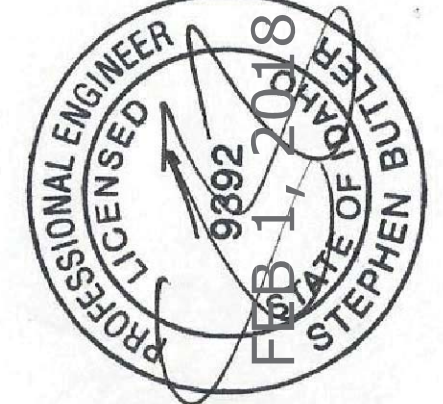


SCALE: 1"=20'

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GRADING & DRAINAGE NOTES

1. The Ketchum Street Department will provide materials for drywells and catch basins.
2. Width of asphalt cut to be confirmed with further survey to define cross slope of roads.
3. NE parking lot shall be directed to on-site catch basins and drywells within parking lot with no runoff directed to Spruce Avenue.
4. The contractor is responsible for contacting Digline Utility Locate to mark all existing utilities.
5. Any revision of the drainage plan should be reviewed by the engineer.
6. The contractor shall contact the Ketchum Street Department prior to construction.
7. The Ketchum Street Department will provide materials for drywells constructed in the right-of-way.



No.	DESCRIPTION	DATE	BY



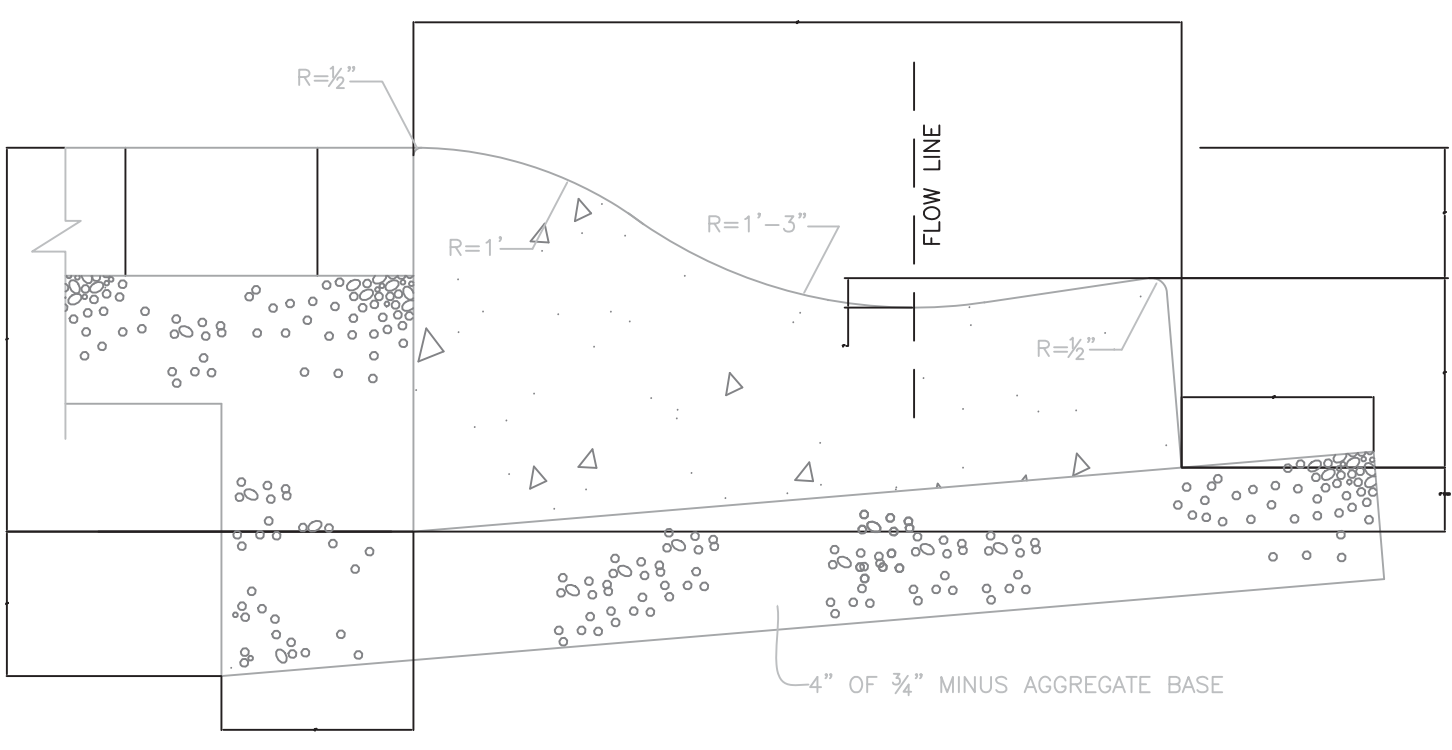
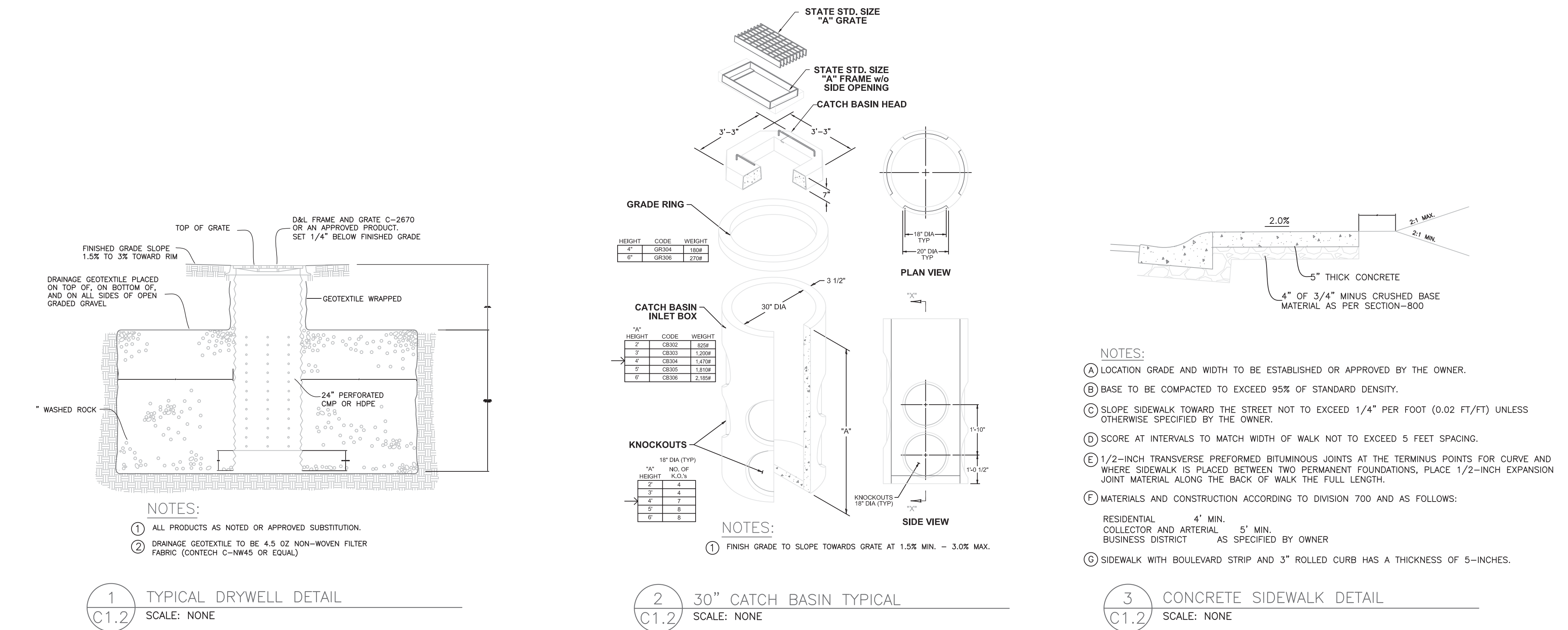
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 (208) 726-9512
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KETCHUM BLOCK 89, LOT 1B
 T4N, R18E, SEC 18, B.M.,
 BLAINE COUNTY, IDAHO
 PREPARED FOR: THE COMMUNITY LIBRARY
 PLOT FILE: 17149 GRADING.DWG

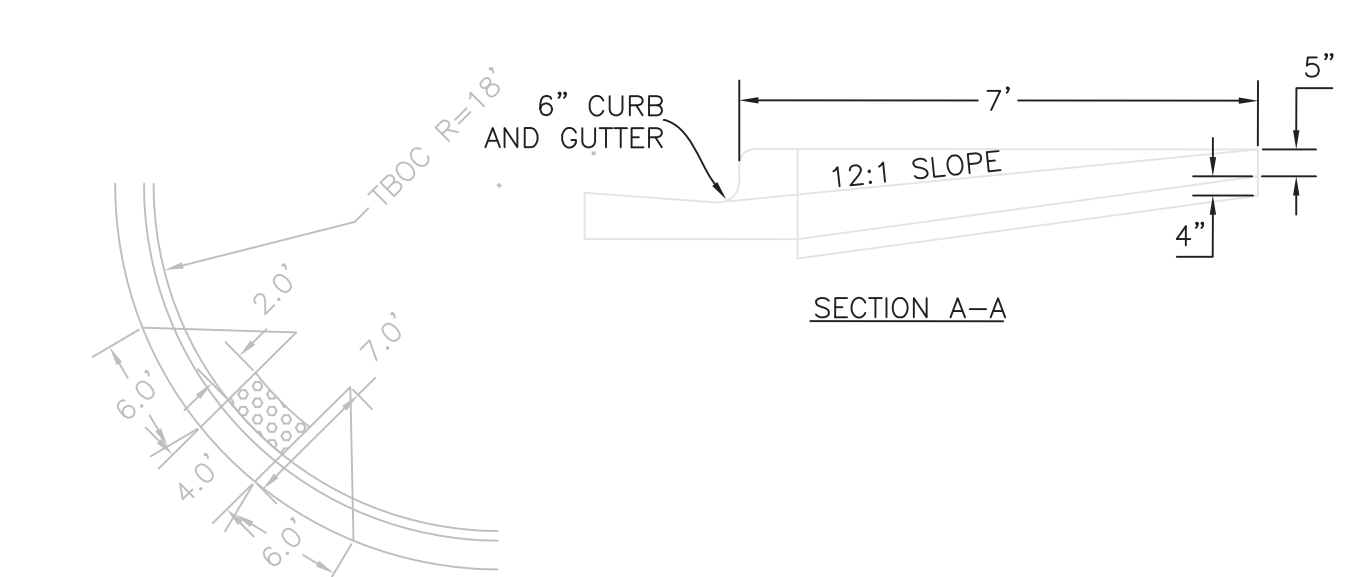
DRAWN BY: SB
 DESIGNED BY: SB
 CHECKED: RK
 DATE: 2-1-18
 PROJECT NO.: 17149

SHEET NUMBER

C-1.1



- NOTES:**
- GRADE AND ALIGNMENT TO BE ESTABLISHED OR APPROVED BY THE ENGINEER AND THE PUBLIC AGENCY HAVING JURISDICTION.
 - BASE: 4-INCH COMPACTED DEPTH OF 3/4-INCH MINUS CRUSHED AGGREGATE BASE MATERIAL, PLACED AS SPECIFIED AND PAID UNDER SECTION-802 ISPCW, COMPACTED TO EXCEED 95% OF STANDARD PROCTOR; A MINIMUM WIDTH OF 3-FEET TO GRADE, PRIOR TO SETTING CURB FORMS.
 - 1/2-INCH PREFORMED EXPANSION JOINT MATERIAL (ASTM M 213) AT TERMINAL POINTS OF RADI.
 - CONTINUOUS PLACEMENT PREFERRED, SCORE INTERVALS 10-FEET MAXIMUM SPACING (8-FEET W/SIDEWALK).
 - MATERIALS AND CONSTRUCTION IN COMPLIANCE WITH ISPCW SPECIFICATIONS.
 - BACKFILL AS PER ISPCW SECTION-706.
 - SECURE RIGHT-OF-WAY PERMIT BEFORE BEGINNING CONSTRUCTION IN PUBLIC RIGHT-OF-WAY.
 - WHEN LOCAL JURISDICTION REQUIRES VERTICAL CURB AT INTERSECTION, VERTICAL CURB LENGTH TO BE FULL CURB CIRCUMFERENCE PLUS 5 FEET TANGENT AT EACH END. TRANSITION LENGTH FROM TYPE II CURB TO VERTICAL CURB 2 FEET.



- NOTES:**
- ALL RAMP SURFACES TO BE 12 TO 1 SLOPE TO CONFORM TO ADA REQUIREMENTS.
 - DETECTABLE WARNINGS SHALL BE 24" IN THE DIRECTION OF TRAVEL AND EXTEND THE FULL WIDTH OF THE CURB RAMP, LANDING OR BLEND TRANSITION.
 - DETECTABLE WARNINGS SHALL HAVE A DIAMETER OF 50% TO 65% OF THE BASE DIAMETER OF DOME.
 - DETECTABLE WARNING DOMES SHALL BE PRE-MANUFACTURED UNITS INTEGRALLY CAST INTO CONCRETE RAMP TO ACHIEVE THE TRUNCATED DOME DIMENSIONS AND SPACING SHOWN. SURFACES SHALL CONTRAST VISUALLY WITH ADJACENT WALKING SURFACES EITHER LIGHT-ON-DARK, OR DARK-ON-LIGHT. METHODS OF CONSTRUCTION AND COLORATION MUST BE APPROVED BY THE OWNER PRIOR TO INSTALLATION.



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).

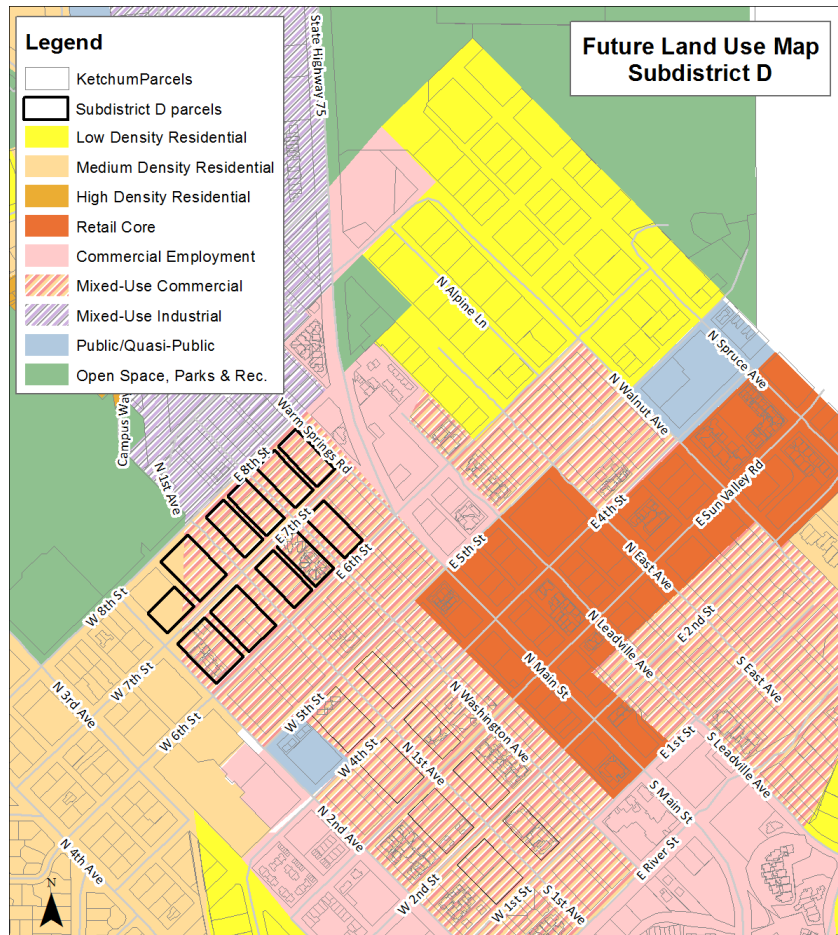
- 2007 – Mountain West Bank (07-031)
- 2008 – Rustic Moose (08-112)
- 2009 – Whiskey Jacques (09-044)

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</p> <p>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.

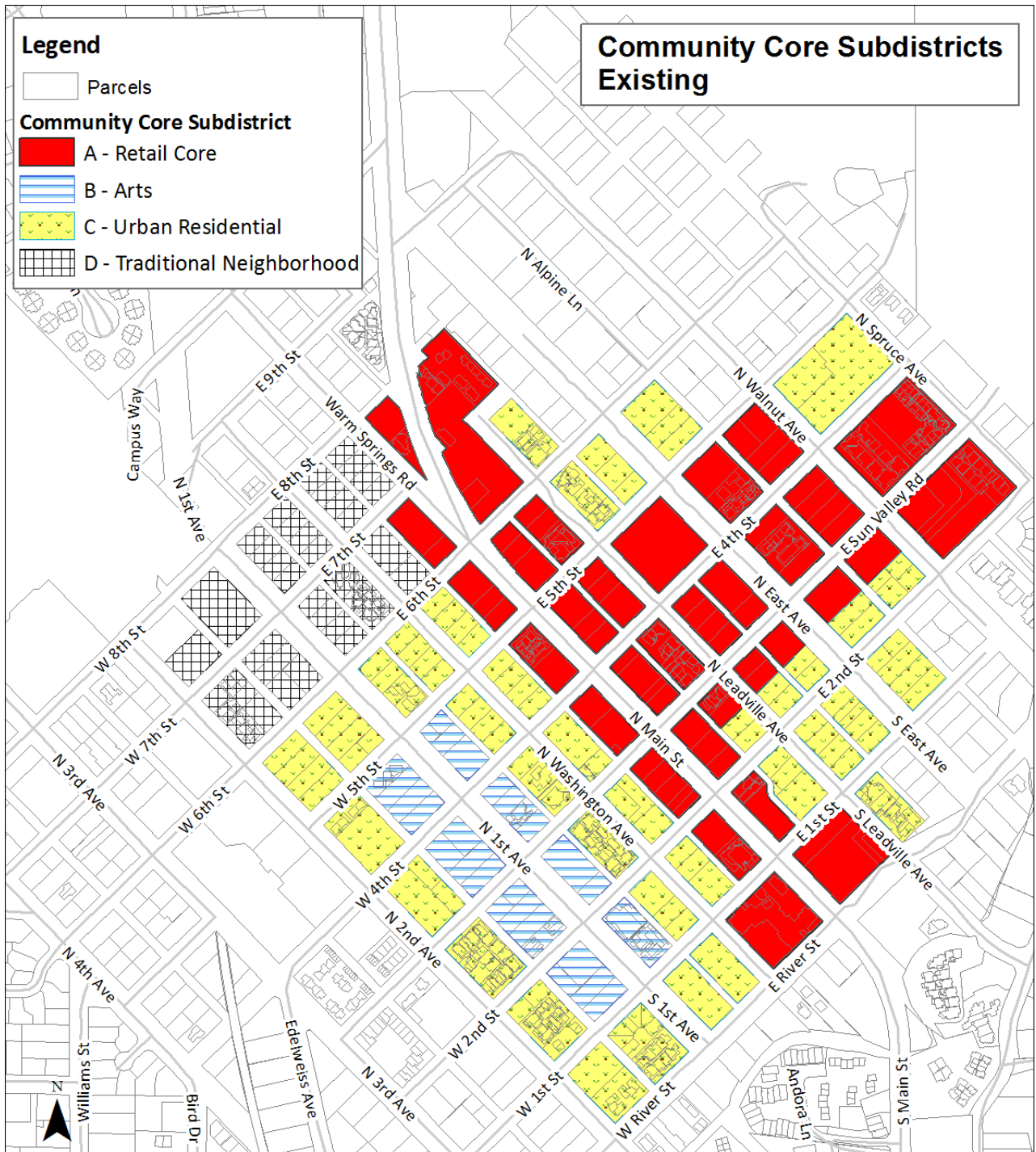
Additionally, despite the use restrictions being in place for 12 years, ground floor uses in the Retail Core continue to contain an abundance of real estate offices and banks, since many real estate offices and banks pre-date the Form Based Code.

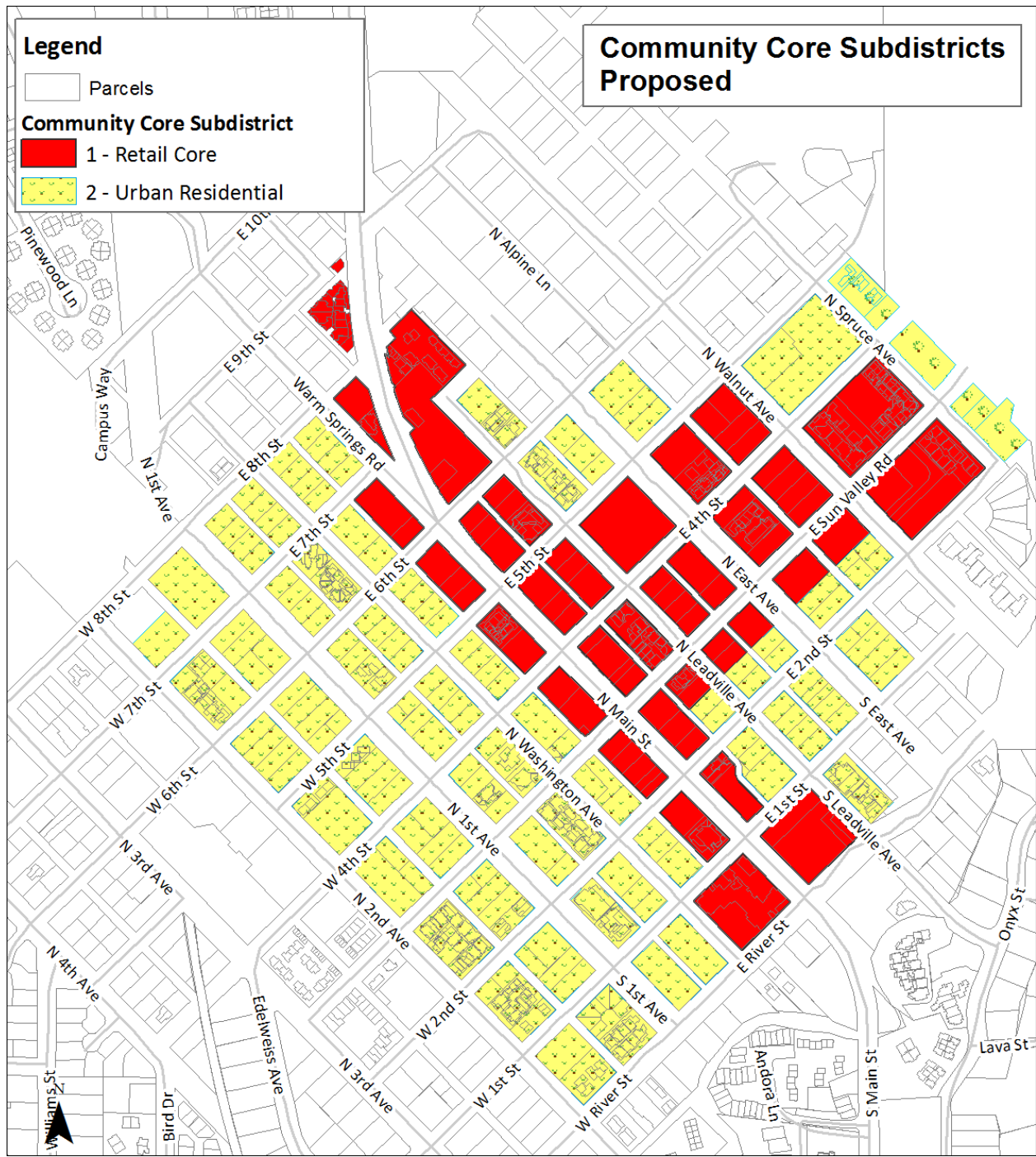
Staff finds that because the Form Based Code’s limited duration that overlapped with the recession, and despite the ensuing use restrictions, the existence of four subdistricts has not largely driven character and redevelopment of the Community Core. Another example is Subdistrict B, Arts; half of the 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
---------------	-----------------	---------------

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			

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

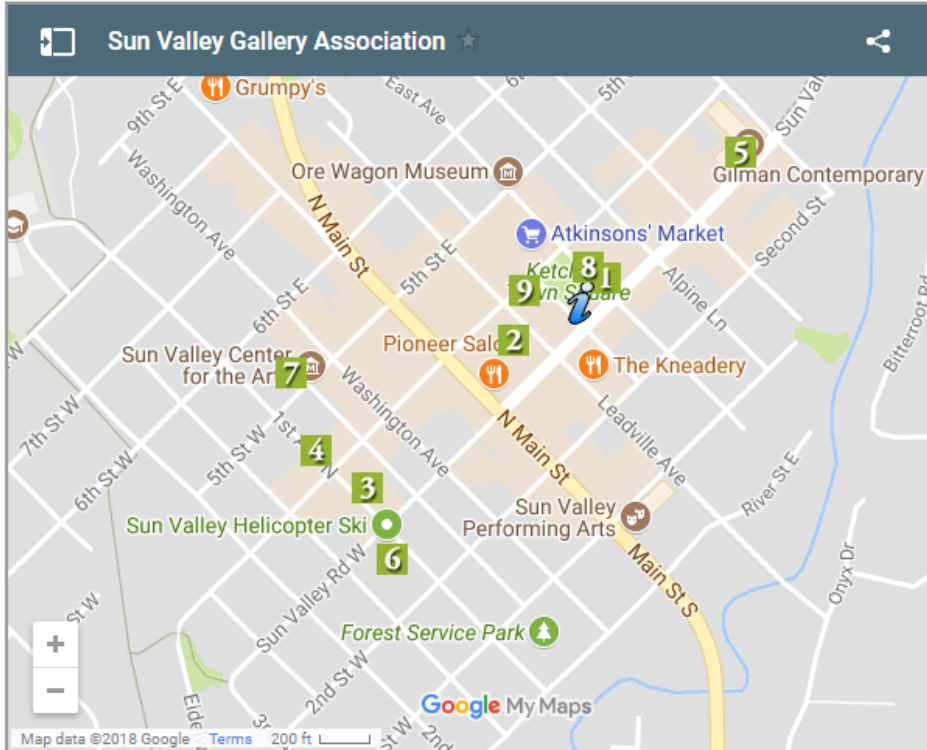
Notes:

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



City of Ketchum
Planning & Building

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
SPECIAL MEETING OF MARCH 27th, 2017

PROJECT: Grumpy's Restaurant CUP

FILE NUMBER: #18-009

OWNER: Peter Prekeges for Grumpy's INC

REQUEST: Proposed amendment to Grumpy's Conditional Use Permit (CUP File Number 98-001) to allow food and beverage service until 10:00 pm between June 1st and September 30th.

LOCATION: 860 Warm Springs Rd
(Ketchum Townsite Lot 3 Block 9)

ZONING: Light Industrial Number 1 (LI-1)

OVERLAY: None

NOTICE: Notice was posted in the Idaho Mountain Express and in three public City locations on February 28th, 2018. Notice was mailed to property owners within a 300 foot radius of the subject property on March 9th, 2018. Notice was posted on the subject property on March 20th, 2018.

REVIEWER: Abby Rivin, Associate Planner

ATTACHMENTS: A. Application Form & Narrative
B. Public Comment
C. Grumpy's Conditional Use Permit (CUP File Number 98-001) & Findings of Fact

BACKGROUND

The Planning and Zoning Commission last approved a Conditional Use Permit (CUP File Number 98-001) for Grumpy's Restaurant on February 9th, 1998. Grumpy's Restaurant has been operating under a valid CUP since 1978. The applicant, Peter Prekeges for Grumpy's INC, has requested an amendment to allow food and beverage service until 10:00 pm from June 1st through September 30th. During the months of October through May, Grumpy's will revert back to closing at 9:00 pm.

The existing CUP (98-001) for Grumpy's was approved subject to the following condition:

Permit shall be reviewed by Planning Staff when a written complaint is received. Staff shall verify the complaint and notice the property owner. After two (2) notices, a public hearing before the Commission to review the Conditional Use Permit shall be scheduled and noticed.

After receiving two (2) complaints related to the conditions of Grumpy's CUP (98-001), the Planning and Zoning Commission held a public hearing and reviewed the CUP at the October 9th, 2017 Regular Meeting. The Commission unanimously approved a motion to maintain Grumpy's existing CUP with direction to Staff to report complaints received in one year. In response to the noise complaints from adjacent neighbors that precipitated the Commission's review of the CUP, Grumpy's changed its practices so that no glass is dumped in the recycling bin after 5:00 pm.

ANALYSIS

Ketchum City Code §17.18.140 establishes the purpose of the Light Industrial District Number 1, which is:

The LI-1 light industrial number 1 is established as a transition area providing limited commercial services industries, limited retail, small light manufacturing, research and development, and offices related to building, maintenance, and construction and which generate little traffic from tourists and the general public.

Food service establishments within the LI-1 Zone require a conditional use permit. Unless expressly permitted through the CUP, restaurants within the LI-1 Zone may not exceed 1,000 square feet and serve no later than 9:00 pm (Ketchum City Code §17.12020, Note 15). The Planning and Zoning Commission has the discretion to amend the conditions of the CUP to allow food and beverage service to extend later than 9:00 pm. The requested amendment to extend hours of food service from June 1st through September 30th will allow Grumpy's to take advantage of the summer months as it remains light later in the day and patrons dine later in the evening.

According to the City of Ketchum's Zoning Ordinance, conditional uses possess characteristics that require review and appraisal by the Planning and Zoning Commission to determine whether or not the use would cause any public health, safety, or welfare concerns. Conditional uses may be granted by the Commission if the applicant demonstrates that (§17.116.030 Conditional Use Permit Criteria):

- A. The characteristics of the conditional use will not be unreasonably incompatible with the types of uses permitted in the applicable zoning district;
- B. The conditional use will not materially endanger the health, safety and welfare of the community;
- C. The conditional use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood;
- D. The conditional use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area, or conditions can be established to mitigate adverse impacts; and
- E. The conditional use is not in conflict with the policies of the comprehensive plan or the basic purposes of the Zoning Ordinance.

Grumpy's Restaurant has operated under a valid CUP for nearly 40 years and has demonstrated compatibility with the LI-1 Zoning District. Extending food and beverage service until 10:00 pm from June 1st through September 30th does not conflict with permitted light industrial uses in the vicinity of the restaurant. Extending food and beverage service for an additional hour during the summer months is not likely to create pedestrian and vehicular traffic that is hazardous or conflicts with existing or anticipated traffic in the neighborhood. Public utilities, emergency, and essential services are available to serve the subject property and a change to the hours of operation is unlikely to impact the provision of these utilities and services.

The proposed amendment to the Conditional Use Permit is supported by the following goals and policies of the 2014 Comprehensive Plan:

- Policy E-1(a): Support for Local, Independent Businesses;

- Goal E-4: Ketchum will contain a balance of businesses that provide services and shopping for local residents' needs and for tourists; and
- Goal LU-1: Promote a functional, compact, and mixed-use pattern that integrates and balances residential and non-residential land uses.

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

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

STAFF RECOMMENDATION

Staff recommends approval of the proposed amendment to Grumpy's Conditional Use Permit finding the application meets the standards for approval under Chapter 17.116, Conditional Uses of Ketchum Zoning Code.

COMMISSION OPTIONS

- Move to approve the proposed amendment to Grumpy's CUP finding the application meets the standards for approval under Chapter 17.116, Conditional Uses of Ketchum Zoning Code.
- Direct Staff to return with further research and move to continue the application to a date certain.
- Move to deny the proposed amendment to Grumpy's CUP and draft findings supporting denials.

ATTACHMENT A. APPLICATION FORM & NARRATIVE



City of Ketchum
Planning & Building

CERTIFIED COMPLETE
2-2-18
m

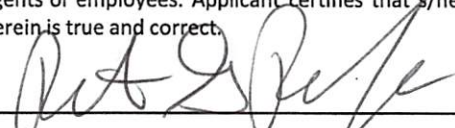
OFFICIAL USE ONLY	
File Number:	P18-009
Date Received:	2-2-18
By:	m
Fee Paid:	1100 ⁰⁰
Approved Date:	
Denied Date:	
By:	

Conditional Use Permit Application

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

OWNER INFORMATION	
Project Name: Grumpy's Restaurant	
Name of Owner of Record: Grumpy's INC	
Physical Address: 860 Warm Springs Road	
Property Legal Description: Lot 3, Block 9, Ketchum townsite	
Property Zoning District: LI-1	
Contact Phone: 208 720-3171	Contact Email: prekeges@gmail.com
PROJECT INFORMATION	
Description of Proposed Conditional Use: Amend the current COP to allow service of food + beverage until 10pm.	
Description of Proposed and Existing Exterior Lighting: N/A	
ADDITIONAL COMMENTS	
See attached letter.	
ACCOMPANYING SUPPORTING INFORMATION REQUIRED	
<ul style="list-style-type: none"> Existing Site Plan Proposed Site Plan Landscape Plan Grading and Drainage Plan Exterior Lighting Plan and Specifications Other plans and studies related to the social, economic, fiscal, environmental, traffic, and other effects of the proposed conditional use, as required by the Administrator 	

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


Applicant Signature

2-1-2018
Date

THOMAS C. PRAGGASTIS

ATTORNEY AND COUNSELOR AT LAW

191 FIFTH STREET WEST

POST OFFICE BOX 6090

KETCHUM, IDAHO 83340

TELEPHONE

(208) 726-5961

FAX (208) 726-5998

EMAIL tom@tcplaw.net

February 2, 2018

Ketchum Planning and Zoning Commission
P.O. Box 2315
Ketchum, ID 88340

Re: Amendment to the Conditional Use Permit for Grumpy's Restaurant

Dear Commissioners:

I am submitting this letter on behalf of Mr. Peter Prekeges, the President of Grumpy's, Inc., the corporation which owns and operates Grumpy's Restaurant ("Grumpy's"), located on Lot 3, Block 9, Ketchum Townsite (860 Warm Springs Road). Grumpy's is seeking to amend its Conditional Use Permit, Permit Number: 98-001 ("Permit"), last approved February 9, 1998. The Permit requires Grumpy's "to serve no later than 9:00PM," as per Ketchum City Code 17.12.020. This is currently advertised to the public as Grumpy's closing time. For the purposes of this letter, "to serve no later" and "closing" are interchangeable. "To serve no later" and "closing" means that there shall be no new food or beverage service either inside the building or outside on the deck. "To serve no later" and "closing" does not specify the time at which any existing customers must leave. We are requesting that between June 1st and September 30th ("Summer Months"), Grumpy's be allowed to close at 10:00PM. This new time will better align with Grumpy's customers' expectations for summer service as it remains light so late into the day and many of its patrons don't begin to look for dinner until after 8:00PM. There will be no other changes to Grumpy's operations during this time. During non-summer months, Grumpy's will revert to a 9:00PM close.

Due to two previous complaints by neighbors in August, 2017 primarily regarding the dumping of glass recycling, Grumpy's changed its practices so that no glass recycling is dumped after 5:00PM to address these concerns. No further complaints have been lodged and I understand these to be the only complaints having been filed since Grumpy's first opened. Due to the aforementioned complaints, a public hearing was held and Grumpy's was found to be in compliance with all other Zoning ordinances and conditions of its Permit.

Per City of Ketchum Ordinance 17.117.030, a conditional use permit shall be granted by meeting the following criteria:

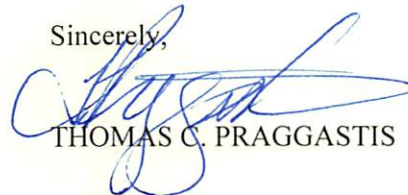
1. The characteristics of the conditional use will not be unreasonably incompatible with the types of uses permitted in the applicable zoning district.
2. The conditional use will not materially endanger the health, safety, and welfare of the community.

3. The conditional use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood.
4. The conditional use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area, or conditions can be established to mitigate adverse impacts; and
5. The conditional use is not in conflict with the policies of the comprehensive plan or the basic purposes of this chapter. (Ord. 1135, 2015)

Extending the hours of operation for Grumpy's by one additional hour during the Summer Months will not compromise Grumpy's ability to meet the aforementioned criteria, all of which were found to be satisfied in previous applications. The Planning and Zoning Commission has created a precedence of extending hours for Conditional Use Permit recipients for specified times of year by recently allowing a similar extension of hours to 11:00PM for Bigwood Bread, also located in the Light Industrial Zone. Grumpy's has been an important part of this community since it began operations in 1978, has become a star attraction having been written up in any number of articles touting our area, and looks forward to continuing to serve Ketchum's residents and guests.

Thank you for your consideration.

Sincerely,



THOMAS C. PRAGGASTIS

cc: Peter Prekeges

ATTACHMENT B. PUBLIC COMMENT

From: [Micah Austin](#)
To: [Abby Rivin](#); [Brittany Skelton](#); [Maureen Puddicombe](#)
Subject: FW: Grumpy's Restaurant CUP
Date: Thursday, March 15, 2018 9:22:28 AM

Public comment for Grumpys CUP:

From: Participate
Sent: Wednesday, March 14, 2018 5:43 PM
To: Micah Austin <maustin@ketchumidaho.org>
Subject: Fwd: Grumpy's Restaurant CUP

Sent from my iPhone

Begin forwarded message:

From: Jo Breen Vering <jobreen@gmail.com>
Date: March 13, 2018 at 2:35:44 PM CST
To: <participate@ketchumidaho.org>
Subject: **Grumpy's Restaurant CUP**

I would like to comment regarding the proposed extended hour for Grumpy's Restaurant. I am unable to attend the meeting scheduled for March 27th.

I reside in the Frenchman's Place building with my condominium location fronting Grumpy's. I mention this because I am literally in a position to feel the effects of the patrons with their comings and goings and noise level.

I have NO objection to the extended time for operating hours requested. The outside patio and frontage, where the noise would be the most significant for an hour longer, will occur most often in

the summer when our nights are long and should be particularly enjoyed out of doors.

I can't see how this extended time could negatively impact anyone in this building. We do abut the industrial zone which was first here long before residential usage for this building was proposed. Lastly, I just might want a scooner or bite to eat later than usual with access just across our shared alley.

Thank you for your time and consideration of my viewpoint.

Jody Vering

Unit 11

Frenchman's Place

Ketchum, ID



SAWTOOTH DESIGN GROUP, LLC

March 20, 2018

Ketchum Planning and Zoning Commission

RE: Amendment to the Conditional Use Permit for Grumpy's Restaurant

To whom it may concern:

I am writing this letter in support of Grumpy's Restaurant to extend their operating hours from closing at 9:00 PM, to the closing hour of 10:00 PM. My wife and I own the building to the south of Grumpy's for over 10 years. Grumpy's has been a great neighbor of ours and we support their business endeavors and outstanding service.

Best regards,

Howard Trott
206 972-3800

Sawtooth Design Group, LLC
808 Warm Springs Road
Ketchum, Idaho 83340

From: Richard Bartoccini <rbartoccini@gmail.com>
Sent: Monday, March 19, 2018 8:32 PM
To: Participate <participate@ketchumidaho.org>
Cc: Bill Glenn <idahobill@gmail.com>
Subject: Grumpy's CUP: against Granting a revision of the CUP to allow later hours

We live in Unit 24 of Frenchman's Place, facing north so Grumpy's, per se, does not bother us. We are on the north side of the building, not the alley side.

We have be customers of Grumpy's since it opened in 1978. We liked Gary, we like Pete.

We are against granting Grumpy's request for a CUP revision to increase their hours until 10PM. No only should the hours remain the same but Pete should be required to enforce the hours. He should require that his patrons leave quickly and quietly after 9PM. No hanging out to finish "last call" beers. The CUP doesn't say "Last Call Hours", it says "Close at 9:00PM". So close at 9:00PM

In order to help deter last call stragglers, the back gate could be locked at 9:00 to encourage any customer that parked in the alley or in front of us on 9th St. to leave on time rather than have to walk around to get their car.

Suggest that you deny the application and direct the city enforcement folks to check to verify is abiding by the CUP.

Yours truly,

Richard and Judi Bartoccini
Unit 24
Frenchman's Place

From: G Bowman <idabow@gmail.com>
Sent: Monday, March 19, 2018 3:49 PM
To: Participate <participate@ketchumidaho.org>
Subject: Grumpy's Neighbor Statement for Planning and Zoning Meeting

My wife and I moved into the Frenchman Condo project right behind Grumpys in 2012 and our unit is closer to that establishment than any other condo.

We spend alot of time with the windows and patio door open and have never heard any disturbance . Occassionally bottles are emptied into the dumpster; not a big deal. It comes with the territory in the industrial area we bought in and that sort of thing happens when sheet rockers, masons, carpenters, etc, dump into containers for such.

The idea of the burger cooking polluting Sun Valley might be a stretch with regular winds dispersing heated air that is rising quickly. The pollution from gypsum, and mycotoxins found in dry wall could be just as big or bigger risk being downwind of the workers who come back from projects and work there. They have particles on clothing, hair,etc. That argument for purity is a stretch in my opinion. our military protocol was showers and catchment basin after nuclear exposure. I suppose we could argue those be applied to drywallers, but that is about as ridiculous as barbeque filtration. If we are going to apply standards to one, we should apply them to all business who possibly pollute.

We appreciate Grumpys as a good neighbors. I don't drink beer but I am happy there is a decent-priced burger close by. Let's not shut down all the "characters" in our old western town. They are a big part of why folks come here and for businesses in town that is still important.

I respectfully request you allow this iconic Ketchum establishment to continue to serve the public. The neighbors all knew about this business because it existed when they bought their condo, homes or whatever business they own nearby.

Respectfully submitted by a supportive neighbor of Grumpys.

Gary D. Bowman
[10254 W. Carlton Bay](mailto:gary@bowmanfuneral.com)
[Garden City, Idaho 83714](mailto:gary@bowmanfuneral.com)
[208-853-3131](tel:208-853-3131) Phone
[208-672-8680](tel:208-672-8680) Fax
gary@bowmanfuneral.com

From: Lee Dabney <ldabney620@gmail.com>
Sent: Wednesday, March 21, 2018 8:02 AM
To: Participate <participate@ketchumidaho.org>
Cc: prekeges@gmail.com
Subject: Grumpy's

I would like to extend my support to the extension of business hours for Grumpy's.

It seems logical to extend hours of operation until 10 during summer hours.

Grumpy's is a Ketchum institution. A local business owned by locals and frequented (and beloved) by locals and tourists alike.

I feel we should support our businesses especially when a request is reasonable.

Thanks,
Lee Dabney

From: Landon Fowler <thewraprockery@gmail.com>

Sent: Tuesday, March 20, 2018 8:56 PM

To: Participate <participate@ketchumidaho.org>

Subject: Grumpys hours

I support Grumpy's request to have longer business hours. They should have the same rights as the bars just up the hill.

Landon Fowler

From: Nate Hart <hart.nathanthomas@gmail.com>
Sent: Wednesday, March 21, 2018 9:31 AM
To: Participate <participate@ketchumidaho.org>
Subject: Light Industrial zoning

As a locality that is more removed from residential areas, I feel it makes sense to allow businesses to be open later for customer-facing enterprises sited in the light industrial zone. This is currently a voice of support for Grumpy's request for an extension of hours during the longer days of summer, but I also see a precedence for other ventures such as art galleries, music venues, and other enterprises that will bring people in to a low-density zone and allow culture and arts to continue to thrive in Ketchum.

Thank you for allowing freedom of commercial activities to thrive in the Light Industrial Zone.

Nathan Hart

--

Nate Hart
808-203-4759
@nhart99

From: Scott Snider <scott.snider@gnc-consulting.com>
Sent: Monday, March 19, 2018 8:15 PM
To: Participate <participate@ketchumidaho.org>
Subject: Grumpy's Restaurant CUP Written Comments

March 19, 2018

To: Ketchum Department of Planning and Building
PO Box 2315, Ketchum, Idaho 83340

Re: Grumpy's Restaurant CUP

My wife and I recently moved as full-time residents into the Frenchman's Place condominium complex and our balcony overlooks the alley directly behind Grumpy's Restaurant. While we do appreciate the history and landmark status of Grumpy's, as well as being a patron of their establishment, we are concerned about any increase in noise generated in the later evening hours. While Grumpy's may stop serving at 9:00 p.m., we have noticed plenty of noise from Grumpy's patrons after 9:00. For example, on Sat. March 17th, noise continued in the back alley until 10:00 p.m. before quieting down.

My wife and I typically go to bed between 9 and 10. Garbage trucks can sometimes be in the alley between 6 and 7 a.m. I think it is fairly reasonable to expect quiet hours between 10:00 p.m. and 6:00 a.m. Since the patrons of Grumpy's may not disperse until approximately one hour after the last patron is served, allowing a 10:00 p.m. amendment to the CUP will ensure noise will continue until 11:00 p.m. on many nights.

As a result, we kindly ask the Planning and Zoning Commission deny the application to amend the existing Conditional Use Permit to allow food and beverage service until 10:00 p.m.

Thanks for your consideration.

Scott Snider
360 9th Street East
Unit #23
Ketchum, ID 83340

From: Voorhees <karen_voorhees@yahoo.com>
Sent: Tuesday, March 20, 2018 3:11 PM
To: Participate <participate@ketchumidaho.org>
Subject: Grumpys

I would like to join the petition to keep grumpys open until 10 from May - Sept. 9pm is too early when it doesn't cool off until late in the day. I think this is a great idea and I hope you approve there petition

Karen Voorhees

Sent from my iPhone

From: Cheryl Wettstein <cherylhw@msn.com>
Sent: Monday, March 19, 2018 3:41 PM
To: Participate <participate@ketchumidaho.org>
Subject: Grumpy's Conditional Use Permit

Monday, March 19, 2018

I am writing to you concerning the Grumpy's issue.

I am 70 years old, I live right behind this establishment, we love our home and the fact that Ketchum is full of eclectic businesses and fun places to frequent, just like "Grumpy's.

They have never been noisy or difficult to tolerate in any way, it is fun to have this business a part of our neighborhood. They have always closed by 10:00 and in slower seasons even earlier.

Most of their clientele park in front and we are never bothered by extra traffic in the alley or loud noise. They are a very well manor company and make sure the people who frequent them do the same.

Please know that my vote is to keep them right where they are and let us enjoy the views from our balcony and the wonderful neighbors. Grumpy's is a great business to have there anytime of day. I might also mention our sliding doors and windows are open all year around and the noise that comes from this establishment is non-existent!

We enjoy them close by. If we lived in the downtown portion of any city, we would have bars, restaurants and all types of businesses close by. Sometimes in small towns, people feel entitled to force their lives and lifestyles upon the rest of us and I for one, do not appreciate people who want to take away my enjoyments.

Sincerely,

Cheryl Wettstein

Unit #12 (Alley Side)

Frenchman

ATTACHMENT C. GRUMPY'S CONDITIONAL USE PERMIT
(CUP FILE NUMBER 98-001) & FINDINGS OF FACT

APPLICATION FOR CONDITIONAL USE PERMIT

Name of Applicant: GARY GOODENOUGH FOR GRUMPY'S INC

Name of Owner of Record: GARY GOODENOUGH

Phone Number (home): 7884206 (business): 7267452

Mailing Address: Box 1694 KETCHUM ID 83340

Legal Description and Street Address of Property Requiring a Conditional Use Permit: (attach if necessary):

Block 9 Lot 3 Ketchum Town Site

Description of Proposed Conditional Use: RESTAURANTS (GRUMPY'S) BURGERS + BEER 860 WARM SPRING RD KETCHUM ID

Zoning District: LI-1

Overlay District: Flood ___ Avalanche ___ Pedestrian ___ Mountain ___

The Applicant agrees in the event of a dispute concerning the interpretation or enforcement of the Conditional Use Permit in which the City of Ketchum is the prevailing party to pay the reasonable attorney fees, including attorney fees on appeal, and expenses of the City of Ketchum.

Applicant's Signature: [Signature] Date: 1-8-98

-----Administrative Use Only-----

Date Application Received: 1-8-98

Date of Commission/Council Public Hearing: 2-9-98

Date Legal Notice Published: 1-21-98

Date Notice Posted on Premises: 1-30-98

Conditional Use Permit Fee: \$350 Date Paid: 1-8-98

Mailing Fee: \$42.52 Date Paid: 1-30-98

Date Applicant Notified: 1-21-98

Comments from Agencies: -

Administrative Comments: _____

Additional Notice Determination: not required Date: 1-26-98

Action(s)/Findings Taken: approved 2-9-98

Permit Recorded: _____

Permit No.: 98-001

**CONDITIONAL USE PERMIT
CITY OF KETCHUM**

APPLICANT: Gary Goodenough dba Grumpy's, Inc.

MAILING ADDRESS: Box 1694, Ketchum, Idaho 83340

LEGAL PROPERTY DESCRIPTION: Lot 3, Block 9, Ketchum Townsite

PROPERTY ADDRESS: 860 Warm Springs Road

ZONING DISTRICT: LI-1

APPLICATION DATED: January 8, 1998

DESCRIPTION OF CONDITIONAL USE: restaurant use

**DATE OF PUBLIC HEARING AND ACTIONS BY KETCHUM PLANNING AND ZONING
COMMISSION:** February 9, 1998 - approved

CONDITIONS OF PERMIT:

1. Permit shall be reviewed by Planning Staff when a written complaint is received. Staff shall verify the complaint and notice the property owner. After two (2) notices, a public hearing before the Commission to review the Conditional Use Permit shall be scheduled and noticed.

THIS CONDITIONAL USE PERMIT IS
HELD BY THE APPLICANT AND IS
NON-TRANSFERABLE.


EFFECTIVENESS OF THIS CONDITIONAL
USE PERMIT IS SUBJECT TO COMPLIANCE
WITH CONDITIONS STATED ABOVE.

The undersigned does hereby accept the above Conditional Use Permit subject to all terms, provisions, conditions, restrictions and obligations therein. Non-compliance therewith shall be grounds for revocation of the Permit by Ketchum.

SIGNATURE OF APPLICANT


GARY GOODENOUGH

CITY OF KETCHUM


RANDALL HALL, Chairman
Planning and Zoning Commission

**FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION
CITY OF KETCHUM PLANNING AND ZONING COMMISSION
REGULAR MEETING OF FEBRUARY 9, 1998**

FINDINGS OF FACT

APPLICANT: Grumpy's, Inc.

PROJECT: Grumpy's Restaurant

REQUEST: Conditional Use Permit

LOCATION: Lot 3, Block 9, Ketchum Townsite (860 Warm Springs Road), referred to as "Subject Property"

LAND USE: LI-1

NOTICE: All property owners within 300 feet of subject property (mailed on January 21, 1998) and published in Idaho Mountain Express on January 21, 1998. Notice posted on site January 30, 1998.

On January 26, 1998, the Commission moved that no additional notification was needed.

REVIEWER: Kathy Grotto, City Planner

1. Grumpy's Restaurant has been operating under a valid Conditional Use Permit (CUP) since November 6, 1978.
2. In November 1978, the CUP was approved by the City Council with the following conditions: (1) Applicable to existing building only; (2) Required parking provided on-site, (3) Beer and wine service only; (4) Permit is non-transferable; (5) Permit expires 5 years from effective date.
3. In November 1983, the CUP was approved with a 5 year time limit as the sole condition.
4. In 1988, the CUP was approved for a period of 10 years. This CUP will expire on March 21, 1998.
5. The restaurant is located within the LI-1 Zoning District. Section 12A.2(4) of Zoning Ordinance Number 208 allows in this district, as conditional uses, "Restaurants and small food establishments, provided they are not more than 1,000 square feet, gross floor area, they serve as a support service to the Light Industrial District, they shall serve no later than 9:00 p.m., and off-street parking requirements are met."

6. Grumpy's is 975 gross square feet, serves lunch to workers in the LI, stops serving at 9:00 p.m., and has 5 off-street parking spaces in the rear of the building, accessed from the alley.
7. Per Section 12A.5 of Zoning Ordinance Number 208, one parking space per 250 square feet of gross floor area is required, therefore, 4 spaces are required for the subject property.
8. Per Section 12A.3 of Zoning Ordinance Number 208, an occupancy/use permit shall be applied for and issued by the City of Ketchum prior to occupancy of building or property. An occupancy permit was issued when the restaurant opened.
9. Per Section 12A.3 of Zoning Ordinance Number 208, no use creates an unusual or significant traffic hazard, parking overflow, noise, cinders, dust, fumes, odors, smoke, vapor, vibration, glare or industrial waste disposal problem. No written complaints have been received by the City in regard to any of the above hazards.
10. During the public hearing, comments were made by nearby property owners Bill Glenn and Gary Hadden that parking overflow does occur.
11. Per Section 12A.3 of Zoning Ordinance Number 208, all materials with the exception of trees and plant materials stored on the premises shall be stored within a building or within a solid wall or fence of sufficient height so that the stored material cannot be seen from adjoining roads or premises at the same elevation. Earth berms and landscaping with sufficient height and density may be substituted for a wall or fence. No stored materials were observed outside the building during a Staff site visit on January 29, 1998.
12. Per Section 12A.3 of Zoning Ordinance Number 208, no building structure, complex or parking area shall have vehicular access directly onto State Highway 75, Saddle Road and Warm Springs Road. The Council upon recommendation of the Commission may approve such access to sites that do not have alternative access. The restaurant has access only from Warm Springs Road, except for the alley access to the on-site parking spaces.
13. Per Section 12A.3 of Zoning Ordinance Number 208, no goods, merchandise or commodities shall be sold or displayed outdoors. Nothing is sold or displayed outdoors.
14. Per Section 12A.3 of Zoning Ordinance Number 208, parking requirements as specified by use in Subsection 12A.5 shall be met. The required 4 spaces are provided on-site.
15. The City has received no written complaints regarding the operation of this restaurant during the 10 year period.

16. In 1988, the Council made a finding that “it is appropriate to require that the permit contain a ten year time limit in order for the City to review any potential impacts on the neighborhood and/or any changes in the surrounding area.”

17. Recently, restaurant CUP’s have been granted without an expiration date, including: Big Wood Bread Company (LI-2 Zone – granted 1995); Cristina’s Restaurant (CC Zone – granted 1997); and, Willows Café (CC Zone – granted 1995). The Big Wood Bread Company’s CUP includes a condition which sets forth a process for review upon written complaint.

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 ordinance, Ordinance Number 208.

3. The Planning and Zoning Commission has authority to hear the applicant’s Conditional Use Permit application pursuant to Idaho Code Section 67-6512 of the Local Land Use Planning Act and Section XXII of Ketchum Ordinance Number 208.

4. The Commission’s February 9, 1998 public hearing and consideration of the applicant’s Conditional Use Permit application was properly noticed pursuant to the Local Land Use Planning Act, Idaho Code Section 67-6512.

5. The required number of parking spaces are provided for the uses on the subject property.

6. The application does comply with Ketchum Zoning Ordinance Number 208 and the Ketchum Comprehensive Plan.

DECISION

THEREFORE, the Ketchum Planning and Zoning Commission **approves** this Conditional Use Permit application this 9th day of February, 1998, provided the following condition is met:

Permit shall be reviewed by Planning Staff when a written complaint is received. Staff shall verify the complaint and notice the property owner. After two (2) notices, a public hearing before the Commission to review the Conditional Use Permit shall be scheduled and noticed.

Findings of Fact **adopted** this 23rd day of February, 1998.



Randall Hall, Chairman
Planning and Zoning Commission



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 align city regulations with state statute

REPRESENTATIVE: City of Ketchum Planning and Building Department

DESCRIPTION: Amendments to Section 17.08.020, Definitions, Section 17.12.020, District Use Matrix, Section 17.124.070, Accessory Dwelling Units, and Section 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 from March 12, 2018 to March 27, 2018.

PUBLIC HEARINGS: Planning and Zoning Commission

- March 12, 2018
- March 27, 2018

PLANNER: Brittany Skelton, Senior Planner

ATTACHMENTS: None

INTRODUCTION

Ketchum has addressed land use concerns related to tourism, and differentiated residential occupancy and tourist occupancy, since Ord. 62, adopted in 1961. This ordinance, titled “Land Use Zones and Regulation of Building” included the Tourist zoning district and the definition of “dwelling” specified that dwellings were to be used for private residence and did not include hotels, motels, or tourist courts. Ketchum’s first comprehensive zoning ordinance, Ord. 208, was adopted in 1974 and continued this precedent with the definition “dwelling” specifying that dwellings were to be used exclusively for residential occupancy and hotels, motels, tents, mobile homes or other structures designed or used primarily for temporary occupancy were not considered dwellings; hotels and motels were permitted only in the Tourist zone and the B-1 Shopping District (B-1 Shopping District was the term used for downtown, preceding the term Community Core).

With the rise of time-shares, Ketchum began regulating this use in 1981, adopting regulations for time-shares via Ord. 350. In the beginning of 1982 Ketchum took a holistic look at all types of accommodations for tourists and adopted Ord. 353, which adopted definitions of short term occupancy and time share occupancy for the first time. This ordinance also included definitions for residential occupancy and new definitions for tourist housing accommodations, tourist house, motel, hotel, guest room, and dwelling in order to clarify the distinctions between housing for tourists and housing for residents.

The distinction between housing for residents and housing for tourists continued into the 1990s and beyond – Ketchum adopted the Short Term Occupancy-H and Short Term Occupancy - .4 zones, as well as Tourist-300 and Tourist-400 and Ketchum’s first regulation of residential use in the Light Industrial Zones and occupancy of Accessory Dwelling Units required occupancy to be long-term.

In recent times accommodations for tourists have evolved and expanded due to the access and popularity available through vacation rental websites such as AirBnB, VRBO, and HomeAway. The influx of short-term rentals into areas, bounded by zoning district lines, that were not planned, designed, or intended to accommodate short-term visitors has challenged cities across the nation and internationally to regulate short-term rentals in a way that protects community character, mitigates displacement, addresses health, safety, welfare and nuisance concerns, while respecting private property rights. Some state legislatures have permitted cities and counties to develop locally appropriate regulations; other state legislatures have taken a top-down approach, prescribing the bounds that local jurisdictions can regulate within.

On April 4, 2017 Idaho Governor Butch Otter signed HB 216 into law with an effect date of January 1, 2018. The law is titled the “Short-term Rental and Vacation Rental Act.”

The Short-term Rental and Vacation Rental Act requires short-term rentals to be classified as residential uses rather than commercial and largely prohibits cities and counties from adopting local ordinances that prohibit short-term rentals in specific zoning districts.

As such there are a number of regulations that Ketchum has adopted over the years, spread out across the zoning code, which must be amended or repealed in order to align Ketchum’s zoning ordinance with the new state law.

PUBLIC INPUT

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

SUMMARY OF AMENDMENTS

Text that is ~~stricken~~ will be removed. Text that is underlined will be added. The following proposed amendments will be formatted into an ordinance for consideration and adoption by City Council.

17.08.020 Definitions

TOURIST HOUSE: A building in which the proprietor resides and does not contain more than eight (8) guestrooms available for short term ~~occupancy rental~~, and may provide daily meals to guests.

TOURIST HOUSING ACCOMMODATION: The lease, rental or use of a dwelling unit for short term or timeshare ~~occupancy rental~~.

SHORT TERM ~~OCCUPANCY RENTAL~~: The rental or lease of any unit or structure or portion for a period of not more than thirty (30) days. See definition of Tourist Housing Accommodation.

17.12.020 District Use Matrix

* Add Short Term Rental to matrix with Footnote 33.

New footnote 33 - Short Term Rental in the Avalanche Overlay zone is permitted subject to the regulations found in Chapter 17.92, Avalanche Overlay District.

17.124.070 Accessory Dwelling Units

17.124.070 ~~E. Limited To Long Term Rental: Accessory dwelling units shall not be sold separately from the primary residence and shall be limited to long term rental (60 day minimum).~~

17.124.070 ~~F.E.~~ Storage: Designated storage shall be provided for all accessory dwelling units.

17.124.090 Residential, Light Industrial Districts

A. Residential units in the light industrial districts shall comply with the following minimum criteria:

1. Dwelling units shall not occupy the ground floor.
2. Design review under chapter 17.96 of this title shall be required whether new building, addition to existing building or remodel of existing building.
3. Up to fifty percent (50%) of any light industrial building may be devoted to dwelling units, unless otherwise specified in the section.
4. Dwelling units ~~shall be owner occupied or used for "long term occupancy", defined as a minimum of ninety (90) consecutive days, and~~ shall not be separated in any manner for sale as individual units.
5. Dwelling units shall be a minimum of four hundred (400) square feet and shall not exceed one thousand (1,000) square feet total and shall contain not more than two (2) bedrooms, unless otherwise specified in this section.
6. The applicant is aware the mixed use of the property can result in conflict, that the light industrial use may on occasion or in certain respects be incompatible with the quiet enjoyment of the dwelling units, that due to the subordinate and junior nature of the residential use to the light industrial use, the city will not condition, limit, restrict or otherwise interfere with any lawful light industrial use solely because it interferes with a residential use.
7. All persons who rent or sublet any residential living unit within the light industrial zones shall provide the tenant, lessee or subtenant with written notice that such unit is located within the light industrial zone and, as such, is junior and, therefore, subordinate in nature to all legal light industrial activities.

8. Each and every real estate agent, sales person and broker and each and every private party who offers for rent or shows a parcel of real property and/or structure for lease or rent within such light industrial zones shall, upon first inquiry, provide the prospective lessee or tenant, prior to viewing such real property, with written notice that such real property and/or structure is located within such light industrial zone.

9. All brochures and other printed materials advertising rental or lease of a living unit within the light industrial zones shall contain a provision designating that such unit or units are located within the light industrial zone and are within a mixed use area. Lessees and tenants shall be notified that the residential uses within the light industrial zone are subordinate and, therefore, junior in nature to the legal light industrial activities within the zone.

10. Conditions including, but not limited to, the following may be attached to the conditional use permit approval:

- a. Access to the apartments relative to design and relationship to light industrial uses;
- b. Location of residential and light industrial parking on the site;
- c. Restrictions on exterior storage of personal property of tenants;
- ~~d. Certificate of occupancy required prior to occupancy of units;~~
- ~~e. Ketchum fire department and Ketchum building department requirements shall be met prior to occupancy;~~
- ~~f. Permit shall be reviewed when light industrial occupancies within the building change;~~
- gd. Snow removal required to ensure utility of residential spaces;
- ~~h. Such proof of long term occupancy as deemed appropriate;~~
- ~~ig. Any portion or all waived fees become due and payable upon conversion of resident housing unit(s) to light industrial uses; and/or~~
- je. Any other condition deemed to enhance the purposes under this use, or to establish or promote the criteria referenced in subsections A1 through A9 of this section.

11. The city council, after receiving a recommendation from the commission, may waive fees otherwise required in connection with development of such rental housing. The following findings shall be made to waive any such fees:

- a. There is a need for rental housing stock in Ketchum;
- b. The proposal meets the criteria contained in this subsection;
- c. The housing proposed is an integral part of the project; and/or
- d. Ketchum is in an acceptable financial position to waive such fees.

B. Residential units in the light industrial number 3 district (LI-3), in addition to compliance with the criteria of subsection A of this section, shall comply with the following minimum criteria:

1. A minimum of one-third (1/3) of the total square footage of housing units shall be deed restricted community housing units;
2. Deed restricted community housing units shall be designed and administered in accordance with the Blaine-Ketchum housing authority guidelines;
3. The area designated as commercial LI-3 use shall be a minimum of thirty four percent (34%) of the total floor area. Said commercial light industrial use shall not be for personal storage by dwelling occupants; and
- ~~4. Criteria under subsections 2, 3, and 8 through 13 of the use "resident deed restricted, dwelling units" shall be met.~~
- ~~5~~4. Up to sixty six percent (66%) of any building may be devoted to dwelling units.
- ~~6~~5. Dwelling units shall be a minimum of four hundred (400) square feet and shall not exceed one thousand four hundred (1,400) square feet total and shall contain not more than three (3) bedrooms.

C. School residential campus in the light industrial 3 district (LI-3), shall comply with the following minimum criteria in lieu of the requirements of subsections A and B of this section:

1. Square footage of the building dedicated for residential use, including dormitory and employee housing units and common bathrooms and showers but excluding the common kitchen and circulation areas, shall be less than fifty percent (50%) of the total square footage of the building including any basement area.

2. Dwelling units to be occupied by employees of the institution may be located on the ground floor, subject to the terms of the development agreement. Dormitory units shall not be located on the ground floor.
3. Dormitory units may be developed, sized and changed over time as deemed appropriate for occupancy by two (2) or more persons each.
4. Dormitory bathrooms are to be clustered for use by occupants of dormitories.
5. Dormitory kitchen and dining spaces are to be designed to be used in common by occupants.
6. Design review under chapter 17.96 of this title shall be required for a new building, addition to existing building or remodel of the exterior of an existing building.
7. Employee housing units shall ~~be used for "long term occupancy" and shall~~ not be separated in any manner for sale as individual units.
8. All residential units can ~~only be used for "long term occupancy" except in the case of~~ occasional use by other nonprofit organizations.
9. Employee housing units shall be a minimum of four hundred (400) square feet and shall not exceed one thousand four hundred (1,400) square feet total and shall contain not more than three (3) bedrooms.
10. The applicant is aware the mixed use of the property can result in conflict, that the light industrial use may on occasion or in certain respects be incompatible with the quiet enjoyment of the dwelling units, that due to the subordinate and junior nature of the residential use to the light industrial use, the city will not condition, limit, restrict or otherwise interfere with any lawful light industrial use solely because it interferes with a residential use.
11. The institution that provides living space within the mixed use building in the light industrial 3 district (LI-3) shall provide the tenant, lessee or subtenant with written notice that such unit is located within the light industrial zone and, as such, is junior and, therefore, subordinate in nature to all legal light industrial activities.
12. Conditions including, but not limited to, the following may be attached to the development agreement:
 - a. Restrictions on exterior storage of personal property of occupants;
 - b. Certificate of occupancy required prior to occupancy of dormitory rooms and living units;
 - c. Ketchum fire department and Ketchum building department requirements shall be met prior to occupancy;
 - d. Snow removal required to ensure utility of parking spaces;
 - e. Any other condition deemed to enhance the purposes under this use, or to establish or promote the criteria referenced in subsections C1 through C12 of this section, or to promote the public health, safety and welfare. (Ord. 1150, 2016; Ord. 1135, 2015)

STAFF RECOMMENDATION AND RECOMMENDED MOTION

After holding a public hearing and the Commission's deliberation of the proposed text amendments, staff recommends the following motion be made:

"I MOVE TO RECOMMEND APPROVAL OF THE CITY-INITIATED TEXT AMENDMENTS RELATED TO SHORT-TERM RENTALS TO KETCHUM CITY COUNCIL."



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 residential use in the Light Industrial zones

REPRESENTATIVE: City of Ketchum Planning and Building Department

DESCRIPTION: Amendments to Section 17.12.020, District Use Matrix, Section 17.124.070 and Section 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 from March 12, 2018 to March 27, 2018.

PUBLIC HEARINGS: Planning and Zoning Commission
- March 12, 2018
- March 27, 2018

PLANNER: Brittany Skelton, Senior Planner

ATTACHMENTS: None

INTRODUCTION

As part of the Zoning Code Phase II Update staff put forward a schedule of amendments to City Council on February 5, 2018 for policy direction. Included in the proposal from staff was the removal of the regulation requiring Conditional Use Permits for residential units in the Light Industrial zoning districts. A comprehensive consideration of the Light Industrial districts is intended to occur at a later date. Staff put forward the Conditional Use Permit repeal recommendation for consideration because the zoning code has a specific set of standards residential units must conform to (unit size, number of bedrooms, location of units within building, parking) that regulate residential uses.

Council directed staff to proceed with the Conditional Use Permit amendment and directed staff to also research and evaluate permitting buildings in the Light Industrial District – 3 (LI-3) to be entirely residential in use; currently, buildings in the Light Industrial District – 3 are permitted to devote up to 66% of their square footage to residential use, provided all other residential standards are met.

This staff report contains an analysis of potential amendments for the Commission’s consideration. Staff recommends discussion of the potential amendments at this meeting and continuing the hearing to April 9, 2018.

PUBLIC INPUT

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

HISTORY OF RESIDENTIAL USE IN THE LIGHT INDUSTRIAL ZONING DISTRICTS

The City of Ketchum’s first zoning ordinance and zoning map were adopted in 1974 via Ordinance 208. The first zoning ordinance contained a single Light Industrial zone and there was not a provision for any type of housing. However, just three years later in 1976 the first consideration of housing in the Light Industrial zone was adopted via Ord. 231. In the four decades that have followed regulations for housing in the Light Industrial evolved, each time expanding the size and types of housing permitted.

1974 – Ord. 207

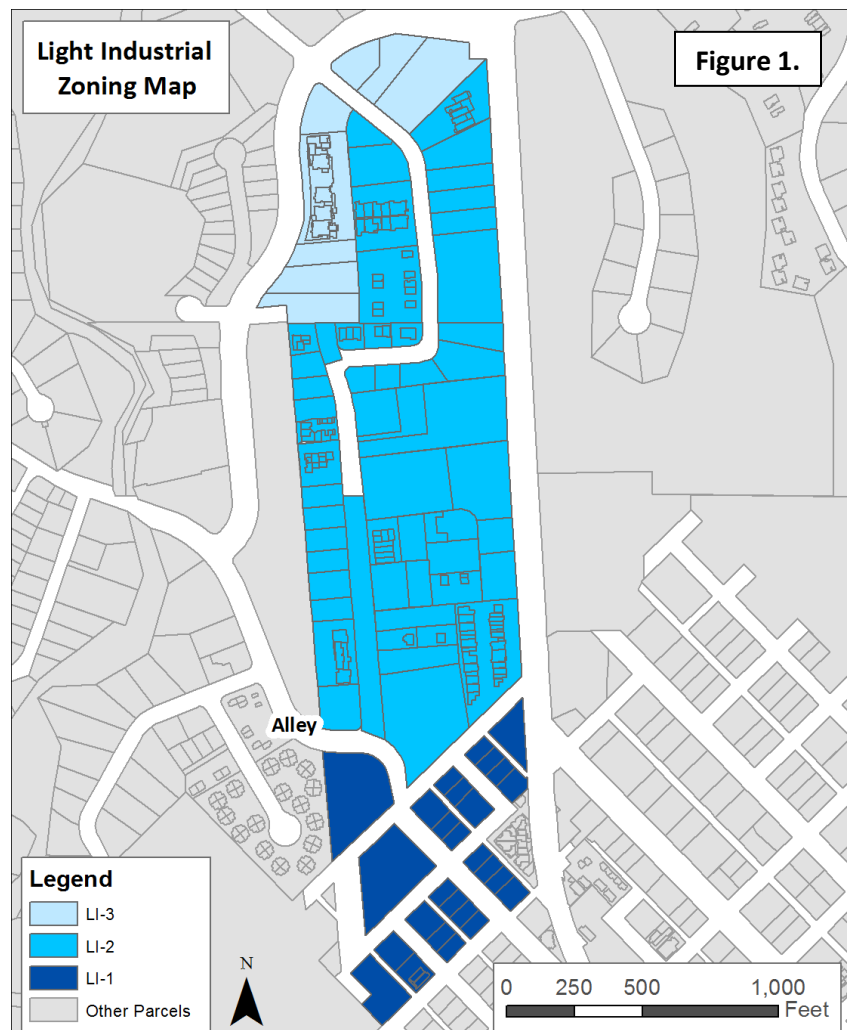
- Created the Light Industrial zone
- No mention of housing as a use

1976 – Ord. 231

- Allowed housing for security personnel through a Conditional Use Permit

1984 – Ord. 389

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



1991 – Ord. 556

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

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

1999 – Ord 801

- Increased permitted square footage of residential units to 1000 sf

2005 – Ord. 954

With this ordinance housing regulations for the Light Industrial – 3 district diverged from the regulations for LI-1 and LI-2. This ordinance changed paved the way for the Scott building to be developed.

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

2016 – Ord 1150

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

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

ANALYSIS

Potential elimination of the Conditional Use Permit requirement for residential uses and potential allowance of buildings in the Light Industrial District 3 (LI-3) to be 100% residential are analyzed separately.

The Commission may choose to formulate and forward a recommendation of approval of one, neither, or both amendments to City Council, or may choose to direct staff to return with additional research and analysis on one or both amendments.

Analysis – Conditional Use Permit Repeal

Since 1976, a Conditional Use Permit has been required for all residential units developed in the Light Industrial zones. The primary purpose of a Conditional Use Permit is often thought of as a means for mitigating the impact that higher intensity uses have on lower intensity uses (example: mitigate noxious fumes from manufacturing so that less intense uses, such as office or residential, are not harmed). However, the purpose of a Conditional Use Permit is broader in scope and allows the Commission to evaluate and mitigate the impacts that a less intense use, such as residential, may have on other permitted uses due to the potential incompatibility in desires for peaceful enjoyment of property, traffic patterns, and so forth.

Ketchum’s Conditional Use Permit ordinance, Chapter 17.116 of the zoning code, states that a Conditional Use Permit shall be granted by the Commission only if:

17.116.030
A. The characteristics of the conditional use will not be unreasonably incompatible with the types of uses permitted in the applicable zoning district;
B. The conditional use will not materially endanger the health, safety and welfare of the community;
C. The conditional use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood;
D. The conditional use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area, or conditions can be established to mitigate adverse impacts; and
E. The conditional use is not in conflict with the policies of the comprehensive plan or the basic purposes of this chapter. (Ord. 1135, 2015)

With this in mind, there are other provisions in the zoning code that control the impact that residential uses in the Light Industrial zone have on the uses permitted by-right and other conditional uses in the district. These regulations are found in Section 17.124.090, Residential, Light Industrial Districts and include:

LI-1, LI-2	LI-3
<ul style="list-style-type: none"> Residential units shall not occupy the ground floor Up to 50% of a building may be devoted to dwelling units Dwelling units shall be a minimum of four hundred (400) square feet and shall not exceed one thousand (1,000) square feet total and Dwellings shall contain not more than two (2) bedrooms, unless otherwise specified in this section. 	<ul style="list-style-type: none"> Up to sixty six percent (66%) of any building may be devoted to dwelling units. A minimum of one-third ($\frac{1}{3}$) of the total square footage of housing units shall be deed restricted community housing units; The area designated as commercial LI-3 use shall be a minimum of thirty four percent (34%) of the total floor area. Said commercial light industrial use shall not be for personal storage by dwelling occupants Dwelling units shall be a minimum of four hundred (400) square feet and shall not exceed one thousand four hundred (1,400) square feet total and shall contain not more than three (3) bedrooms. School Residential Campuses are permitted in this zone; <ul style="list-style-type: none"> Dwelling units for school employees may be located on the ground floor, subject to a Development Agreement Square footage of the building dedicated for residential use, excluding common kitchen and circulation areas, shall be less than 50% of the square footage in the building; basement square footage counts toward overall square footage of the building
LI-1, LI-2, and LI-3	
<ul style="list-style-type: none"> The applicant is aware the mixed use of the property can result in conflict, that the light industrial use may on occasion or in certain respects be incompatible with the quiet enjoyment of the dwelling units, that due to the subordinate and junior nature of the residential use to the light industrial use, the city will not condition, limit, 	

restrict or otherwise interfere with any lawful light industrial use solely because it interferes with a residential use.

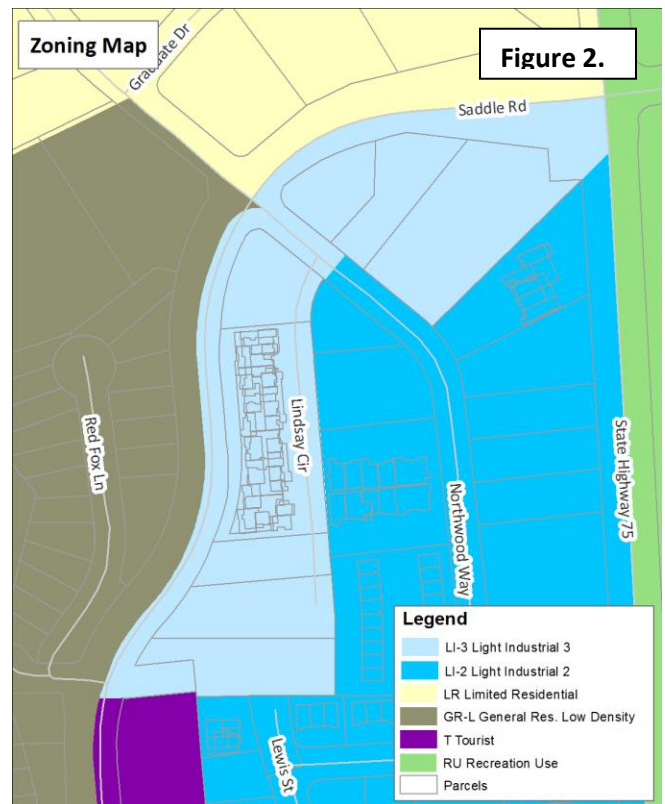
- All persons who rent or sublet shall provide the tenant, lessee or subtenant with written notice that such unit is located within the light industrial zone and, as such, is junior and, therefore, subordinate in nature to all legal light industrial activities.
 - All brochures and other printed materials advertising rental or lease shall contain a provision designating that such unit or units are located within the light industrial zone and are within a mixed-use area.
 - Lessees and tenants shall be notified that the residential uses within the light industrial zone are subordinate and, therefore, junior in nature to the legal light industrial activities within the zone.
- Each and every real estate agent, sales person and broker and each and every private party who offers for rent or shows a parcel of real property and/or structure for lease or rent within such light industrial zones shall, upon first inquiry, provide the prospective lessee or tenant, prior to viewing such real property, with written notice that such real property and/or structure is located within such light industrial zone.

While dimensional and location standards for residential units exist, only the Conditional Use Permit process gives the Commission the opportunity to evaluate the compatibility that a specific, unique proposal will have with other uses in the vicinity and traffic patterns a specific proposal could influence. For this reason, staff does not recommend a complete repeal of the requirement for Conditional Use Permits at this time, but instead recommends consideration of repealing the Conditional Use Permit for developments with a relatively small number of residential units.

Analysis – 100% Residential Use in LI-3

The purpose and intent of each of the city’s three Light Industrial districts, as stated in *Chapter 17.18, Zoning Districts*, have some commonalities and some differences. Differentiating purposes include the LI-3 district providing an area for research and development, high technology, and a mix of deed restricted and market rate housing, LI-2 providing for light manufacturing and retail associated with building, maintenance, and construction, and LI-1 serving as a transition area from the Community Core and providing for small light manufacturing and commercial service industries. Neither deed restricted nor market rate housing are mentioned in the purpose of the LI-2 or LI-2 districts. The purpose of all three districts mentions providing an area for commercial activity that generates a base of year-round employment.

The purpose and intent of each district is reinforced by the District Use Matrix (17.12.020). For example, food service, hybrid production facility, boarding kennels, industrial laundry, maintenance service facilities, motor vehicle fueling stations, vehicle sales and service, and repair shops are among the uses that are permitted in LI-1 and LI-2 but not LI-3. The only primary uses that are permitted or permitted conditionally in LI-3 are office buildings, commercial studios, tv and radio broadcasting stations, warehouses, public utilities, public recreation facilities and nature preserves (permitted) and residential dwelling units, daycares, public uses, wireless communication facilities (permitted conditionally).



As such, the LI-3 zone serves as a transitional, buffer area between the higher intensity LI-2 and LI-3 districts and the residential GR-L (General Residential – Low Density) and LR (Limited Residential) districts to the north and west

of the Light Industrial zone. Part of the LI-3 district also abuts the T (Tourist) zoned parcel that contains the high-density Northwood Place affordable housing development.



The LI-3 zone is relatively small in size and in terms of total number of parcels, number of undeveloped parcels, and number of undeveloped acres of land when compared to the adjacent LI-2 zone to the south. Despite the small size, the LI-3 zone contains a disproportionate number of residential dwelling units when compared to both the LI-2 and LI-1 districts due to the large number of residential units located in the former Scott building and the dwellings in the Community School’s school-residential campus. The high number of residential units is consistent with the purpose of the district, which is in part to provide an area for deed restricted and market rate housing units.

Zoning District	Total Parcels*	Undeveloped Parcels	Undeveloped Acres	Total Existing Residential Unit
LI-1	27	1	0.13	6
LI-2	53	9**	5.88***	7
LI-3	8	2	1.09	28
TOTAL	88	12	7.1	41

* Parcels of land only. Condominium units not included.

** Design Review approvals have been given for new buildings on two of the currently undeveloped parcels.

*** The Stock Lumber site is 2.84 acres, the two parcels Design Review approvals have been given for comprise 0.86 acres.

Although the LI-3 district is relatively small, the number of undeveloped parcels are few, the purpose of the district includes providing an area for deed restricted and market rate housing, and 1/3 of all square footage in LI-3 buildings must be devoted to deed restricted housing, there are other factors – positive and negative - to consider when evaluating whether or not to permit buildings to be entirely residential.

A positive implication of the change would be facilitating a greater number of deed restricted units to be developed, since 1/3 of the total residential square footage would have to be deed restricted community housing, and more community housing units are needed in Ketchum. Negative factors include the impact that an increase in residential density could have to the Light Industrial area as a whole, prior to evaluating what the community and city envisions the future of the Light Industrial area to be, and implications for permitting density through zoning without understanding the impact greater residential density could have on traffic patterns in the vicinity, since this amendment is not being evaluated in tandem with a specific project.

As such, staff puts forward the idea of allowing buildings in the LI-3 district to be 100% residential for the Commission's discussion.

ALTERNATIVES TO CONSIDER

Conditional Use Permit Repeal

Given the City's intent to complete a comprehensive evaluation for the Light Industrial areas at a later date and the importance of the Light Industrial areas as a base for year round employment, and the conflicts that may arise between residential and non-residential uses that are existing and permitted in the Light Industrial districts, staff does not recommend a complete repeal of the requirement that residential units receive Conditional Use Permit approval. However, because the dimensional standards for residential units in the LI-1 and LI-2 zones have largely been in place since 1991 and the most relevant standards for residential units in the LI-3 have been in place since 2005, staff finds these regulations sufficient to control the impact of residential uses provided a threshold for number of units is set.

Staff offers the following for the Commission's consideration and deliberation:

- Allow residential units in new buildings as a permitted use when the number of residential units will be of low impact. Since residential units are capped at 1,000 s.f. and 2 bedrooms in LI-1 and LI-2 and 1,400 s.f. and 3 bedrooms in LI-3, staff recommends setting a specific number of residential units per new building as a threshold, in the range of 2-4.
- Allow conversion of existing, eligible buildings or condominium units to residential use as a permitted use, provided no more than a specified number of units are created and all other regulations are met.
 - Staff recommends setting the threshold for conversion of existing square footage to residential units at the same number of residential units in a new building where a Conditional Use Permit will be required.

LI-3 100% Residential

Staff puts forward the idea of allowing buildings in the LI-3 district to be 100% residential for the Commission's discussion.

Additionally, staff recommends an analysis of the Comprehensive Plan's vision, goals and policies for the Light Industrial zones and support, or lack thereof, for permitting 100% residential buildings in the LI-3 district.

RECOMMENDED MOTION

1. "I MOVE TO CONTINUE THE PUBLIC HEARING REGRARDING AMENDMENTS TO RESIDENTIAL USE IN THE LIGHT INDUSTRIAL ZONES TO APRIL 9, 2018."



Planning and Zoning

Regular Meeting

~ Minutes ~

480 East Avenue North
Ketchum, ID 83340

<http://ketchumidaho.org/>

Maureen Puddicombe
Planning Technician

Monday, March 12, 2018

5:30 PM

Ketchum City Hall

1. 5:30 PM - CALL TO ORDER: City Hall, 480 East Avenue North, Ketchum, Idaho

Meeting was called to order by Chairperson Jeff Lamoureux at 5:35 PM.

Attendee Name	Title	Status	Arrived
Neil Morrow	Commissioner	Present	
Matthew Mead	Commissioner	Present	
Jeff Lamoureux	Chairperson	Present	
Erin Smith	Vice-Commissioner	Present	
Betsy Mizell	Commissioner	Present	

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

No Public Comments were made.

3. PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF

- a. **Stott Residence: 600 N. Walnut Ave.** (Lot 1 and Lot 2, Block 91, Ketchum Townsite).
The Commission will consider and take action on a Mountain Overlay Design Review Application for a new single-family residence.

COMMENTS -

Micah Austin, Director of Planning, introduced the Stott project and Associate Planner Abby Rivin presented the project. Access to the alleyway was an area of concern, so the owners will install a gravel path from 6th St. to the alleyway to enhance public access. Wall height was questioned, but as the wall is a retaining wall, landscaping will be installed to enhance the wall, minimizing the impact of the height. Staff recommends approval subject to the following recommended conditions; Street Department approval of steps and tree sites; approval of Lot Line Shift prior to issuance of Building Permit.

Jeff Lamoureux asked Ben Young, Landscape Architect, about the irrigation of the plants in the alleyway. He was told that there will be overhead watering, which can be turned off when plantings are established, with only occasional watering to maintain the plants. The intent is to replant with native vegetation. Micah explained if the alley is left natural, then the City would maintain the area, but if the area is landscaped by the adjacent homeowner, then the homeowner will maintain the alleyway plantings. Erin Smith wants to be sure the pathway does not look like a private pathway, but publicly accessible. Matthew Mead asked about irrigation for the plantings along the retaining wall. Ben Young indicated the plantings will have drip irrigation. Jeff Lamoureux asked about espaliered fruit trees, which Ben acknowledged would need maintenance, but the overall size of the tree would not violate the right-of-way. Betsy Mizell, Commissioner, asked about long-term watering. Ben Young responded that many of the plantings are drought tolerant, not needing watering after two years. Ben Young added, the steps and trees will be moved back as indicated in the review by the Streets Department.

Chairperson Jeff Lamoureux called for Public Comment. No Public Comments were made.

The commission discussed the aspects of the wall height and the landscaping of the alleyway. Jeff Lamoureux still questioned the height of the wall. Neil Morrow, Commissioner, liked the way the wall looked, taking the slope of the lot into consideration. Landscape Architect Ben Young explained the slope options and the engineering of the wall. Jeff Lamoureux related that there is a precedent of another nearby project with a similar slope problem that was not granted a variance for a higher wall. Matthew Mead stated it was not just a bare concrete wall but was part of the landscaping. Jeff Lamoureux wants to see the completed landscape plan and the wall area before final approval. Betsy Mizell, Commissioner, wants to be sure it is clear to the public that the alleyway is public space. Matthew Mead thinks the improved pathway would be a benefit to the City. Jeff proposed approving the building but to approve the landscaping as an amendment to the application. Matthew Mead liked the pathway and landscaping of the alleyway, that it will encourage people to use the path. He suggested signage indicating the path to be publicly accessible. Micah related that the owners do not have the option of refusing a sign indicating public access to the alleyway. Streets will have final approval on the Public Right-of-Way.

Ben Young commented on the wall being workable. He found the alleyway guidelines to be very vague and would like guidance from Staff. The construction schedule, as related by Wes Powell, indicated work to begin May 1, 2018 on right-of-way and drainage. Looking for Building Permit approval by June and start construction in July.

Erin Smith felt the project could be approved tonight provided the wall height is changed to the 4-foot height standard, the City reserves the right to place a sign at the alleyway, and the Arborist and Streets Department are very involved in the plant choices. Neil Morrow agreed. Jeff Lamoureux stated he is still concerned with right-of-way and wants to see the landscaping plan for approval.

Matthew asked if the alleyway could be considered separately. Betsy Mizell agreed with Erin Smith to approve with conditions.

Chase Gouley, landscaping, indicated the Streets Department has not indicated any standards. Jeff Lamoureux wants definite plans, but the applicant is looking for more definite direction. Jeff proposed the landscape plan be presented at the Planning and Zoning Meeting in the public forum.

Micah Austin recommends going forward with the project and bring back the landscaping plan when the house is built.

Motion to: Approve the Stott Residence, 600 N. Walnut Ave. Design Review with the condition that the retaining wall be reduced to 4-feet and if any substantial change is made to the landscaping on the wall, it will be brought back to the Commission for review. In addition, the following conditions will apply: Retaining wall height to be reduced to four (4) feet, Staff Conditions 1-12 will apply, and the project will return to the Commission for approval of the Alleyway improvements.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Erin Smith, Vice-Chairperson
SECONDER:	Betsy Mizell, Commissioner
AYES:	Neil Morrow, Matthew Mead, Jeff Lamoureux, Erin Smith, Betsy Mizell

- b. **Re-zone Request in Mortgage Row:** Request by Dwight & Susan Coburn and Robert, Kenneth, & Nancy Dreyer (DHD Properties LLC) to rezone Lots 17, 18, and 19 of the Mortgage Row Subdivision from the Limited Residential One Acre District (LR-1) to the General Residential Low-Density District (GR-L). Subject properties are located at 12696, 12698, & 12700 Highway 75, Ketchum, Idaho 83340.

COMMENTS -

Presented by Associate Planner Abby Rivin. These lots were not conforming at the time of annexation in 1993. Staff recommends re-zone to LR. If changed to GR=L, density would be increased. If changed to LR, density would be lower and highway access would be less impacted. Staff recommends that Lots 17, 18, and 19 of Mortgage Row be rezoned from the Limited Residential (LR-1) district to the Limited Residential (LR) zoning district. This will address the current non-compliance status and address concerns over increased traffic and access to Highway 75 as related to future requests for increased density in the future through the subdivision process.

Erin Smith asked about the differences in density between the two zones and the access to Highway 75. Neil Morrow asked if the applicant would be able to reach their goals with this solution. Abby Rivin agreed they would. Senior Planner Brittany Skelton pointed out how the option to subdivide could result in more units and more traffic.

Jeff Lamoureux called for comments from the applicant. Ken Dreyer spoke to the density question, indicating they have no plans to increase density. He indicated that re-zoning to the LR zone would meet their needs.

Micah Austin related that only the 3 lots in question were being rezoned at this time, but that the City should look at the entire area for possible rezoning in the future. Commissioner Neil Morrow said he would agree with rezoning the 3 lots for now and looking at the zoning for the area in the future.

Jeff Lamoureux called for Public Comment, but none were made.

Matthew Mead agreed with the rezone recommendation and to re-evaluate for future density and subdivision. Erin Smith agreed.

Motion To: Recommend to the City Council the re-zone of lots 17, 18, and 19 in the Mortgage Row Subdivision from LR-1 to LR.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Commissioner
SECONDER:	Matthew Mead, Commissioner
AYES:	Neil Morrow, Matthew Mead, Jeff Lamoureux, Erin Smith, Betsy Mizell

- c. **Zoning Code Amendments – Community Core subdistricts and retail uses:** 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.
- d. **Zoning Code Amendment – Short Term Rentals:** City-initiated amendments to Title 17, Chapter 17.08, Definitions, Section 17.12.020, District Use Matrix, and Section 17.124.070 Accessory Dwelling Units.
- e. **Zoning Code Amendment – Residential Use in the Light Industrial Districts:** City-initiated amendments to Title 17, Section 17.124.090, Residential, Light Industrial Districts, and Section 17.12.020, District Use Matrix.

Motion To: Continue Zoning Amendments regarding Community Core subdistricts and retail uses, Short Term Rentals, and Residential Use in the Light Industrial Districts to the Planning and Zoning Special Meeting on March 27, 2018.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Erin Smith, Vice-Chairperson
SECONDER:	Betsy Mizell, Commissioner
AYES:	Neil Morrow, Matthew Mead, Jeff Lamoureux, Erin Smith, Betsy Mizell

- f. **Zoning Code Amendment – Setback Definition:** The Commission will hold a public hearing and take action on application for a text amendment by Jonathan and Rebecca Neeley to amend Title 17, Zoning, of the Ketchum Municipal Code, Chapter 17.08, Definitions, to amend the definition “setback” to permit below grade structures to encroach into required setbacks.

COMMENTS - Current Meeting:

Micah Austin introduced the set-back amendment. Senior Planner Brittany Skelton presented the Staff Report for this amendment. The applicant requests to amend the code to remove underground structures from the setback requirements. Brittany gave a history and rationale for setback requirements. Also presented various scenarios of below-grade situations including examples of below-grade standards in other cities, rural areas and metropolitan areas. The recommendation of the Staff is to allow below-grade encroachment of set-back but require Administrative Design Review to maintain administrative oversight.

Erin Smith asked about what other sections of the City Code would need to be amended and the review process. Neil Morrow asked if the recommended action would allow the applicant to accomplish their project. Brittany indicated it would.

Michael Blass, Architect for Applicant, presented intended project, showing the location and surroundings of the project.

Jeff Lamoureux called for Public Comment, but there was no response.

Neil Morrow likes the staff recommendation. Erin Smith wants to know about the “institutional memory” in the P&Z Department. How will this be handled in the future when other staff are conducting Design Review approvals? Brittany Skelton responded that the changes would be built into the code and made a part of the standards for the Design Review process concerning set-backs, giving the reviewer guidelines for approval. Jeff Lamoureux asked about allowing below-grade projects in the setback in residential areas and how it would affect the neighboring property. Matthew Mead praised Brittany for all the research and options presented. He agreed it should be part of the Administrative Design Review process. Betsy Mizell wants below-grade structures to not be allowed in the riparian area. Jeff Lamoureux asked if standards would establish the covering of the below-grade structure. Michael Blass commented that a minimum of 6 inches of soil are needed for plant growth. Jeff thought planting and drainage should be incorporated in the standards.

Motion To: Continue to April 9, 2018 P & Z meeting for Staff to present recommended changes.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Commissioner
SECONDER:	Betsy Mizell, Commissioner
AYES:	Neil Morrow, Matthew Mead, Jeff Lamoureux, Erin Smith, Betsy Mizell

5. CONSENT CALENDAR

- a. **Minutes:** February 12, 2018; February 26, 2018

Motion to: Approve minutes of February 12, and 26 as amended.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neil Morrow, Commissioner
SECONDER:	Betsy Mizell, Commissioner
AYES:	Neil Morrow, Matthew Mead, Jeff Lamoureux, Erin Smith, Betsy Mizell

- b. **Findings of Fact and Conclusions of Law for The Onyx at Leadville Residences Project**

COMMENTS - Current Meeting:

Chairperson Jeff Lamoureux called for public comment on the Onyx at Leadville Project.

No Public Comments were made.

Developer Daniel Hollis stated he has been working with the neighbors on a revised landscaping plan. He showed a revised plan, replacing some trees. Neighbors will be notified when trees will be replaced so as to consult with them on the location. Public works would like to see a shared driveway and the neighbors are open to the idea. A new design is being worked out. The developer is proposing sharing driveway maintenance with the neighboring property. Kurt Eggers, landscape architect, met with neighbors on landscaping. Many of the existing trees are located on project property. New tree locations have been agreed upon by the neighbors at Trail Creek Crossings. The current trees will be relocated post-construction.

Micah Austin, Planning Director, said the Staff is comfortable with the current plans and any landscaping changes could be handled in the future by an Administrative Design Review. Vice-Chairperson Erin Smith asked if the landscape and driveway plan had been finished. Since there are still variables, Jeff Lamoureux asked that any changes be brought back before the commission.

Motion To: Approve Findings of Fact and Conclusions of Law for The Onyx at Leadville Residences Project.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Erin Smith, Vice Chairperson
SECONDER:	Neil Morrow, Commissioner
AYES:	Neil Morrow, Matthew Mead, Jeff Lamoureux, Erin Smith, Betsy Mizell

6. FUTURE PROJECTS AND NOTICING REQUIREMENTS

On the agenda for the March 27th Special Meeting:

1. Three City-Initiated Text Amendments.
2. Grumpy's Restaurant Conditional Use Permit requesting to serve until 10:00 PM.
3. Community Library Expansion Design Review
4. Bigwood Square Mixed-Use Design Review

Jeff Lamoureux noted he will not be present at March 27th meeting, but will be available for call in.

7. STAFF REPORTS & CITY COUNCIL MEETING UPDATE

The Avalanche and Snow Storage Text Amendment will go to City Council on March 19th.

The City Council has requested a review of the Off-Site Vendor Ordinance. Owner of property wants to have more than one vendor per location.

8. COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE

Erin Smith asked about the State proposal to limit local restrictions on building codes. Micah Austin said it would not affect any land use codes, it is strictly building codes. Jeff Lamoureux noted Veltex and KB's has blinking signs which are non-compliance with existing code. Micah said he would notify the Code Enforcement Officers.

9. ADJOURNMENT

Motion To: Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Betsy Mizell, Commissioner
SECONDER:	Neil Morrow, Commissioner
AYES:	Neil Morrow, Matthew Mead, Jeff Lamoureux, Erin Smith, Betsy Mizell

Jeff Lamoureux
Chairperson



City of Ketchum
Planning & Building

IN RE:)	
)	
Stott Residence)	KETCHUM PLANNING AND ZONING COMMISSION
Design Review)	FINDINGS OF FACT, CONCLUSIONS OF LAW, AND
Date: March 27, 2018)	DECISION
)	
File Number: 18-023)	

BACKGROUND FACTS

PROJECT: Stott Residence

FILE NUMBER: #18-023

REPRESENTATIVE: Jamie Slagel, AIA, Olson Kundig

OWNER: Peter Stott (Columbia Holdings LLC, per Blaine County Assessor, as of 3/5/2018)

REQUEST: Approval of a Mountain Overlay Design Review application for a new single-family residence.

LOCATION: 600 N. Walnut Ave
(Lots 1 & 2 Block 91 Ketchum Townsite)

ZONING: Limited Residential (LR)

OVERLAY: Mountain Overlay (MO)

NOTICE: Notice was mailed to adjacent property owners on February 27th, 2018.

BACKGROUND

The applicant has requested Design Review approval for the construction a new 7,005 sq ft single-family residence with associated site improvements including a pool at 600 N. Walnut Avenue. The subject property, Lots 1 and 2 of Block 91 Ketchum Townsite, is within the Mountain Overlay (MO) District and the underlying zoning is Limited Residential (LR). The Planning & Building Department received a Lot Line Shift application on February 13th, 2018 to eliminate the common lot line between Lots 1 and 2 of Block 91 Ketchum Townsite. Approval of the final plat for the Lot Line Shift will create Amended Lot 1A, which will be 16,523 sq ft (0.38 acres in size). The Planning and Zoning Commission has added a condition of approval that the Lot Line Shift application must be approved prior to issuance of a building permit for the project. The applicant is property owner Peter Stott (Columbia Holdings LLC), represented by Architect Jamie Slagel with Olson Kundig. Total building coverage on the 16,523 square foot property is 32% or 5,220 square feet.

As a new single-family residence, the project is exempt from the improvements and standards set forth in Ketchum City Code, Chapter 17.96. Design Review (§17.96.60). However, since the property is located within the Mountain Overlay (MO) District, the project is subject to the Mountain Overlay Design Review

requirements set forth in Ketchum City Code §17.104.070. The Planning and Zoning Commission conducted a site visit and reviewed the Pre-Application Design Review for the proposed single-family residence on February 12th, 2018. The Commission unanimously approved a motion to advance the subject project to Design Review.

The outstanding action items identified in the Pre-Application Mountain Overlay Design Review have been addressed by the applicant and City Departments as follows:

Trees and steps within the right-of-way as indicated on Sheets L1.0 and L2.0 of the Pre-Application Design Review submittal are not approved as sited.

- The proposed trees sited within the Walnut Avenue right-of-way as indicated on Sheet L2.0 of the Design Review submittal shall be relocated closer to the property line. Final location of the proposed trees shall be approved by the City Arborist prior to issuance of a building permit for the project.
- Steps within the right-of-way are not approved as indicated on Sheets L1.0 and L2.0 of the Design Review submittal. The steps within the right-of-way on 6th Street are not permitted as the proposed siting is over an existing water vault. Steps within the right-of-way on Walnut Avenue must be relocated approximately 4 ft closer to the property line. Final step design and placement shall be approved by the Streets Department prior to issuance of a building permit for the project.

The proposed landscaping and revegetation adjacent to the alleyway are not permitted.

- The adjacent alleyway was intended to be maintained as a public park. During Pre-Application Design Review, the Planning and Zoning Commission expressed concerns regarding the proposed landscaping as privatizing a space intended for public use. The applicant has maintained the proposed landscaping in the design review submittal but has also provided a public gravel path from 6th Street through the alley in order to enhance public access. The final landscape and irrigation plan within the right-of-way adjacent to the alleyway shall be reviewed and approved by the Planning and Zoning Commission.

The driveway apron must slope away from existing edge of asphalt at 2% for a minimum of 7 feet.

- The applicant has revised the driveway slope to the satisfaction of the Streets Department.

The applicant must provide civil drawings including a cross section for the proposed right-of-way improvements.

- The applicant provided sections of the proposed right-of-way improvements on Walnut Avenue and 6th Street on Sheet L3.0 of the Design Review submittal. Civil drawings for the proposed right-of-way improvements stamped by an Idaho licensed engineer shall be reviewed and approved by the Streets Department prior to issuance of a building permit.

The alley may not be utilized as a temporary road for equipment access during construction as indicated on the Phase 2 Construction Management Plan.

- The alley may be used as a temporary road for equipment access during construction. A water main that serves the adjacent residence at 691 N. Spruce Ave is located underneath the alley. The applicant shall coordinate with the adjacent property owner to protect the water main during construction.

The maximum height of the proposed retaining wall at the corner of Walnut Avenue and 6th Street exceeds the maximum height permitted by Ketchum City Code §17.124.130.A.

- Sheet L3.0 of the Design Review submittal shows proposed elevations with grading and proposed wall heights. The proposed maximum height of the wall is 6 ft at the corner of Walnut Avenue and 6th Street. Ketchum City Code §17.124.130.A requires that walls located less than 30 ft from the front lot line, which is Walnut Avenue, may not exceed 4 ft in height. Walls located more than 30 ft from the front lot line may not exceed 6 ft in height. The Planning and Zoning Commission has included that the maximum height of the proposed site wall shall not exceed 4 ft when located less than 30 ft from the front lot line to the conditions of approval for the project.

ANALYSIS

Analysis of the application is provided in Tables 1-4, including the project’s compliance with the City of Ketchum 2014 Comprehensive Plan, City Department comments, Limited Residential (LR) Zoning District requirements, Mountain Overlay Design Review standards, and other provisions of Ketchum City Code.

COMPREHENSIVE PLAN ANALYSIS

The proposed single-family residence at 600 N. Walnut Avenue is consistent with the uses, goals, and policies listed below as specified within the 2014 Comprehensive Plan.

Table 1: Comprehensive Plan Analysis

SUPPORTING SECTION	SUMMARY OF COMPLIANCE WITH THE 2014 COMPREHENSIVE PLAN
Future Land Use	
Low Density Residential	<p>Primary Uses: Single-family and duplex residences and accessory units.</p> <p>Secondary Uses: Supporting and complementary uses, including open space and recreation, agriculture/gardens, schools, places of worship, and other public uses. Senior housing facilities are also appropriate if compatible with the surrounding areas.</p> <p>The intent is for the average density of a residential area in this category is not to exceed about five units per acre.</p> <p>Characteristics and Location: New residences should be within neighborhoods that have pedestrian-oriented, connected local streets and sidewalks. New housing should also have access to parks, open space, schools, and other civic activities. Neighborhoods within this category should be accessible via local streets with access to collector streets for circulation.</p>
Community Design and Neighborhoods	
Goal CD-2 Protect and enhance views of the surrounding mountains and natural features.	<p>Policy CD-2.2 - Mountain Overlay Zone Continue to protect hillsides within the City and the Area of City Impact from further development. Enforce and encourage strengthening of the Mountain Overlay standards of the City and County, by using a variety of techniques; such as clustering at lower elevations, creating conservation easements, or purchasing private property on hillsides.</p> <p>Policy CD-2.4 Development Designed for Natural Feature Preservation Protect and incorporate natural features into newly developing areas. Conserve the natural patterns of streams, ridgelines, topography, riparian areas, and wildlife habitat areas.</p>

FINDINGS OF FACT

Table 2: Requirements for All Applications

Compliant			City Department Comments	
Yes	No	N/A	City Code	City Standards and City Department Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104 & 17.96	Complete Application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Police Department: <i>No comment at this time.</i>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Fire Department: <i>The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances.</i></p> <p><i>Approved address numbers shall be placed in such a position to be plainly visible and legible from the road fronting the property. Numbers and letters shall be a minimum of four (4) inches tall, contrast with their background and be positioned a minimum of forty-eight (48) inches above final grade.</i></p> <p><i>Vehicle parking and material storage during construction shall not restrict or obstruct public streets or access to any building. A minimum twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times.</i></p> <p><i>An approved automatic fire sprinkler system shall be installed throughout the building per City of Ketchum Ordinance #1125 (www.ketchumfire.org) and the National Fire Protection Association Standard 13D. An approved fire sprinkler flow bell, Knox box and Fire Department Connection shall be installed in an approved location visible to approaching firefighters.</i></p> <p><i>Water service lines to structures shall be hydraulically calculated for size to meet fire sprinkler flow requirements. Fire sprinkler systems shall be annually tested and maintained per NFPA 25. An approved fire department connection and flow bell shall be installed in a location approved by the fire department and the system shall be supervised by an approved alarm system.</i></p> <p><i>NOTE: One electronic set of fire sprinkler system plans must be submitted to the Ketchum Fire Department as well as the State Fire Marshal's office and a Ketchum Fire Department Permit must be obtained prior to installation of fire sprinkler systems. Inspections of fire sprinkler systems by the Fire Chief or an appointee are required. Inspections must be scheduled at least 48 hours in advance.</i></p> <p><i>An approved monitored fire sprinkler alarm system shall be installed per City of Ketchum Ordinance #1125 (www.ketchumfire.org) and the requirements of NFPA 72. Two (2) sets of alarm system plans shall be submitted to the Ketchum Fire Department for approval and a permit is required prior to installation of alarm systems. Inspections of fire detection systems by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance.</i></p> <p><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</i></p>	

		<p><i>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.</i></p> <p><i>Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building.</i></p> <p><i>Spark arresters are required on all solid fuel burning appliance chimneys to reduce potential fires from burning embers.</i></p> <p><i>An approved key box shall be installed, with the appropriate keys, for emergency fire department access in a location approved by the fire department. The key box shall be a Knox box brand and sized to accommodate keys to every door of the project.</i></p> <p><i>Inspections of fire department permit required installations shall be scheduled at least 48 hours in advance.</i></p> <p><i>An 8 ½ by 11 color coded site map of this project shall be provided on paper and electronically to the fire department. This site map shall show the locations of gas shut-offs, power shut-offs, fire sprinkler riser rooms, fire department connections, alarm panels, Knox boxes, access doors, egress windows, stairways and any additional fire department requirements. Exact details for color coded "On-Sites" can be found at www.ketchumfire.org.</i></p> <p><i>Final inspections of all fire department permit required installations by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance. A Final Inspection Checklist can be found at www.ketchumfire.org.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><input type="checkbox"/></p> <p>Streets Department:</p> <ul style="list-style-type: none"> <i>Steps within the right-of-way are not approved as sited on Sheets L1.0 and L2.0 of the submittal. The steps within the right-of-way on 6th Street are not permitted as the proposed siting is over an existing water vault. Proposed steps within the right-of-way on Walnut Avenue must be relocated ~4 ft closer to the property line. Final step design and placement shall be approved by the Streets Department prior to issuance of a building permit.</i> <i>The applicant must provide civil drawings including a cross section for the proposed right-of-way improvements stamped by an Idaho licensed engineer prior to issuance of a building permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><input type="checkbox"/></p> <p>Utilities:</p> <ul style="list-style-type: none"> <i>A new fire line must be installed for the fire sprinkler system and may connect to the existing line at 6th St or Walnut Ave.</i> <i>Domestic service must be taken off of the fire line system in the mechanical/riser room prior to the point of diversion to the fire backflow device.</i> <i>A licensed plumber or mechanical engineer must determine the appropriate meter size and a new meter must be installed. If a meter larger than 1" is required, then the impact fee will be adjusted to reflect the size.</i> <i>The existing sewer connection may be used if it is determined to be viable by a licensed plumber or mechanical engineer. No sewer impact fee will be charged.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><input type="checkbox"/></p> <p>Parks/Arborist:</p> <ul style="list-style-type: none"> <i>The proposed trees sited in the Walnut Avenue right-of way shall be relocated closer to the property line. Final location of the proposed trees shall be approved by the City Arborist prior to issuance of a building permit.</i>

			<ul style="list-style-type: none"> Instead of solely installing Aspen trees, the applicant shall incorporate a variety of plant species within the alley. Understory plantings shall be native grasses. The final landscape and irrigation plan for the right-of-way adjacent to the alley shall be reviewed and approved by the Planning & Zoning Commission prior to installation.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building: The building must meet 2012 International Building Code.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Planning and Zoning: Comments are denoted throughout Tables 3 and 4.

Table 3: Zoning Standards Analysis

Compliance with Zoning Standards				
Compliant			Standards and Commission Comments	
Yes	No	N/A	Guideline	City Standards and Commission Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.040	Minimum Lot Area
			<i>Commission Findings</i>	Required: 9,000 square feet minimum. Existing:: 16,523 sq ft
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.040	Building Coverage
			<i>Commission Findings</i>	Permitted: 35% Proposed: 32% (5,220 square feet)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.040	Minimum Building Setbacks
			<i>Commission Findings</i>	Minimum: Front: 15' Side: > of 1' for every 2' in building height, or 10' (17' required) Rear: 20' 17.128.020 D. In measuring the rear yard of a principal building where the rear lot line abuts an alley, measurement may be made to the centerline of the alley, provided no building is located within the right of way of the alley Proposed: Front: 40'-1" Side: 17" Side: 16'-11" Rear: 20'-0" as measured from alley centerline
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.040	Building Height
			<i>Commission Findings</i>	Maximum Permitted: 35' Proposed: 34'
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.030.H	Curb Cut
			<i>Commission Findings</i>	Permitted: A total of 35% of the linear footage of any street frontage can be devoted to access to off street parking. Proposed: The proposed curb cut is 23'-8", which is 22% of the linear street frontage along Walnut Avenue.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.020.A.2 & 17.125.050	Parking Spaces
			<i>Commission Findings</i>	Off-street parking standards of this chapter apply to any new development and to any new established uses. Required: Dwelling, one-family: 2 spaces per dwelling unit Proposed: The applicant is proposing a two (2) car garage. One (1) additional parking space is proposed for the driveway.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.020	Zoning Matrix
			Commission Findings	17.18.020: Limited Residential District: The purpose of the LR Limited Residential District is to identify and preserve residential properties, to prevent overcrowding of land in order to preserve natural features and openness and to encourage the development of low density areas suited for single-family residential purposes.

Table 4: Mountain Overlay Design Review Standards

IMPROVEMENTS AND STANDARDS: 17.104.070 – Mountain Overlay Design Review:				
The following list of criteria and those contained in section 17.96.080 of this title must be considered and addressed by each applicant seeking design review approval.				
Yes	No	N/A	City Code	City Standards and Commission Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (1)	There shall be no building on ridges or knolls which would have a material visual impact on a significant skyline visible from a public vantage point entering the city or within the city. "Material", as the term is used herein, shall be construed in light of the magnitude of the negative impact on the objectives of this section.
			Commission Findings	<i>The proposed residence complies with this requirement as the structure is not located on a ridge or knoll that would have a material visual impact on a significant skyline visible from a public vantage point entering or within the city. The overall design will serve to protect the visual integrity of the adjacent hillside.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (2)	Building, excavating, filling and vegetation disturbance on hillsides which would have a material visual impact visible from a public vantage point entering the city or within the city shall be minimized. "Material", as the term is used herein, shall be construed in light of the magnitude of the negative impact on the objectives of this section.
			Commission Findings	<i>The proposed construction of the new single-family residence does not require significant excavation or fill. Hillside disturbance has been minimized and the project will not have a material visual impact from a public vantage point within or upon entering the city.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (3)	Driveway standards as well as other applicable standards contained in chapter 12.04 of this code shall be met.
			Commission Findings	<i>The proposed paver driveway is sited in the same location as the existing, gravel driveway on Lot 2. The Streets Department has approved the proposed design of the paver driveway. The driveway must meet all applicable standards and shall receive approval from the Public Works Department prior to the issuance of a building permit for the project.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (4)	All development shall have access for fire and other emergency vehicles to within one hundred fifty feet (150') of the furthest exterior wall of any building.
			Commission Findings	<i>The Fire Department has reviewed the proposed design and has found that all access requirements for emergency vehicles has been met. See Table 1 for Staff comment from Fire Department.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (5)	Significant rock outcroppings shall not be disturbed;
			Commission Findings	<i>The proposed limit of disturbance does not extend into existing significant rock outcroppings on-site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (6)	International building code (IBC) and international fire code (IFC) and Ketchum fire department requirements shall be met;
			Commission Findings	<i>The project must comply with the International Building Code 2012 and the Ketchum Fire Department requirements. See Table 1 for Staff comment from Fire Department. All IBC, IFC, and Ketchum Fire Department requirements shall be verified and met prior to the issuance of a building permit for the project. .</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (7)	Public water and sewer service shall comply with the requirements of the city.
			Commission Findings	<ul style="list-style-type: none"> A new fire line must be installed for the fire sprinkler system and may connect to the existing line at 6th St or Walnut Ave.

				<ul style="list-style-type: none"> Domestic service must be taken off of the fire line system in the mechanical/riser room prior to the point of diversion to the fire backflow device. A licensed plumber or mechanical engineer must determine the appropriate meter size and a new meter must be installed. If a meter larger than 1" is required, then the impact fee will be adjusted to reflect the size. The existing sewer connection may be used if it is determined to be viable by a licensed plumber or mechanical engineer. No sewer impact fee will be charged.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (8)	Drainage shall be controlled and maintained to not adversely affect other properties.
			<i>Commission Findings</i>	<i>The applicant has utilized a system of catch basins and drywells as shown on Sheet L1.0 of the design review submittal. Specifications and locations for drainage improvements shall be submitted and approved by the Public Works Department prior to issuance of a building permit for the project.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (9)	Cuts and fills allowed for roadways shall be minimized; lengths of driveways allowed shall be minimized; all cuts and fills shall be concealed with landscaping, revegetation and/or natural stone materials. Revegetation on hillsides with a clear zone of thirty feet (30') around all structures is recommended. Said clear zone shall include low combustible irrigated vegetation with appropriate species, on file with the Ketchum planning department. Revegetation outside of this clear zone should be harmonious with the surrounding hillsides.
			<i>Commission Findings</i>	<p><i>The proposed paver driveway will not require significant cuts or fills as it is sited in the same location as the existing, gravel driveway on Lot 2.</i></p> <p><i>Retaining walls are proposed throughout the project design and along the western, northern, and southern property lines. The retaining walls are accented with landscape features including espaliered fruit trees. If modifications are proposed to the retaining wall screening, the changes must be reviewed and approved by the Planning and Zoning Commission. The final species selection and location within the right-of-way of Walnut Avenue shall be approved by the City Arborist prior to the issuance of a building permit. The landscape plan for the adjacent alleyway shall be reviewed and approved by the Planning and Zoning Commission prior to installation.</i></p> <p><i>Disturbance as required for construction will be revegetated with material consistent with adjacent hillside.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (10)	Are there other sites on the parcel more suitable for the proposed development in order to carry out the purposes of this section?
			<i>Commission Findings</i>	<i>No alternative site for the residence exists on the property. The proposed residence will not have a material visual impact on a significant skyline, does not impact a significant rock outcropping, and will minimize the disturbance to native and natural vegetation.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (11)	Access traversing twenty five percent (25%) or greater slopes does not have significant impact on drainage, snow and earthslide potential and erosion as it relates to the subject property and to adjacent properties;
			<i>Commission Findings</i>	<i>Access will not traverse slopes greater than 25%. The driveway is existing and the reconstruction of the driveway, as proposed, will not traverse additional areas of hillside.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (12)	Utilities shall be underground.
			<i>Commission Findings</i>	<i>All new utilities shall be undergrounded.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (13)	Limits of disturbance shall be established on the plans and protected by fencing on the site for the duration of construction.
			<i>Commission Findings</i>	<i>The applicant has provided construction fencing on the Phase 2 Construction Management Plan. The limits of disturbance must conform to the property lines, except as approved by the city for encroachment within the public right-of-way. The final construction management plan shall be approved by the Streets Department and Building Department prior to issuance of a building permit for the project.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (14)	Excavations, fills and vegetation disturbance on hillsides not associated with the building construction shall be minimized.
			<i>Commission Findings</i>	<i>The proposed construction of the new single-family residence does not require significant cuts or fills. Vegetation disturbance on the hillside has been minimized with this proposal.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (15)	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>Commission Findings</i>	<i>No significant landmarks have been identified on-site.</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;
5. The project **does** meet the standards of approval under Chapter 17.104 of Zoning Code Title 17.

DECISION

THEREFORE, the Ketchum Planning and Zoning Commission **approves** this Design Review application this Monday, March 12th, 2018 subject to the following conditions:

1. All departmental conditions as described in Tables 2, 3, and 4;
2. 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;
3. All building and fire code requirements as dictated by 2012 family of international codes shall apply to all construction onsite;
4. Per Ketchum City Code Title 17, Section 17.96.090, 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;
5. All Design Review elements shall be completed prior to final inspection/occupancy;
6. Civil drawings including a cross section for the proposed right-of-way improvements stamped by an Idaho licensed engineer shall be reviewed and approved by the Streets Department. All work in the right-of-way will require a right-of-way encroachment permit, reviewed and approved by the City before installation;
7. The final step design and placement within the public right-of-way shall be approved by the Streets Department prior to issuance of a building permit ;
8. Final location and species of the proposed trees within the Walnut Avenue right-of-way as well as an irrigation plan shall be approved by the City Arborist prior to issuance of a building permit;

9. All exterior lighting on the property shall be in compliance with Ketchum Municipal Code, Chapter 17.132, Dark Skies, and approved prior to issuance of a Certificate of Occupancy;
10. 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;
11. The Lot Line Shift application to eliminate the common lot line between Lots 1 and 2 of Block 91 Ketchum Townsite (18-014) shall be approved prior to issuance of a building permit for the project;
12. The final landscape plan for the adjacent alleyway shall be reviewed and approved by the Planning and Zoning Commission prior to installation;
13. The maximum height of the proposed site wall shall be 4 ft maximum when located 30 ft or less from the front lot line;
14. If modifications are proposed to the retaining wall screening, the changes must be reviewed and approved by the Planning and Zoning Commission; and
15. In addition to the requirements set forth in this Design Review approval, this project shall comply with all applicable local, state, and federal laws.

Findings of Fact **adopted** this 27th day of March, 2018

Erin Smith
Vice Chairwoman
Planning and Zoning Commission