



**PLANNING AND ZONING COMMISSION AGENDA-REGULAR MEETING**

Monday, January 8, 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. **Sun Valley Dental Arts Design Review Continued from December 11, 2017:** 100 7<sup>th</sup> Street East Ketchum, Idaho (Ketchum Townsite, Lot 5, Block 34). The Commission will consider and take action on an application by Ben Franz for Design Review approval of a new mixed use three-story building with ground floor commercial space with two residential units on the second floor and one residential unit on the third floor.
  - b. **Heidelberg Hill Residences:** Request to extend Mountain Overlay Design Review approvals for an additional 12 months.
  - c. **Zoning and Subdivision Code Amendments Continued from December 11, 2017:** City-initiated text amendment, amending: (1) Title 16, Ketchum Municipal Code, Section 16.04.040.R and Title 17, Ketchum Municipal Code, Section 17.92.010, Section 17.08.020, Section 17.124.160, and Section 17.12.020 A.6.
4. **CONSENT CALENDAR**
  - a. **Minutes:** December 11, 2017
  - b. **Findings of Fact and Conclusions of Law for 100 Northwood Way Mixed-Use Development Design Review**
5. **FUTURE PROJECTS AND NOTICING REQUIREMENTS**
6. **STAFF REPORTS & CITY COUNCIL MEETING UPDATE**

Discussion of Requiring Bear-Proof Trash Containers in Ketchum
7. **COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE**
  - a. Schedule Workshop for Review and Discussion of the 2014 Comprehensive Plan
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

January 8, 2017

Planning and Zoning Commission  
City of Ketchum  
Ketchum, Idaho

Commissioners:

**STAFF REPORT  
KETCHUM PLANNING AND ZONING COMMISSION  
REGULAR MEETING OF JANUARY 8, 2018**

**PROJECT:** Heidelberg Hill Residences

**FILE NUMBER:** #15-154

**OWNERS:** 5050 Ventures LLC

**REPRESENTATIVE:** Scott Desserault, CFO

**REQUEST:** Extend Design Review approval for two (2) townhomes located within the Mountain Overlay District and within the Avalanche District

**LOCATION:** 255 Hillside Drive (Lot 33, Block 2, Warm Springs Subdivision #5)

**NOTICE:** Notice is not required for extension requests

**ZONING:** General Residential – Low Density (GR-L) with Mountain Overlay Design Review (MODR) and within the Avalanche District

**REVIEWER:** Micah Austin, Planning and Building Director

**RECCOMENDATION:** Approval.

**ATTACHMENTS:**

1. Application# 15-154
2. Findings of Fact and Conclusions of Law for Application #15-154
3. First Extension Request dated January 5, 2017
4. First Extension Approval dated January 13, 2017
5. Second Extension Request dated December 13, 2017

## **STAFF ANALYSIS**

According to the Design Review chapter of the Ketchum Municipal Code, any design review approval is valid for one year. After that initial year, the Administrator may grant an extension of an additional 12 months. Following this extension, only the Planning and Zoning Commission may grant a second extension of 12 months. Extensions beyond this are not permitted.

According to Ketchum Municipal (KMC) Code Section 17.96.130 "Terms of Approval," the Planning and Zoning Commission shall consider the following factors with determining whether an extension may be granted:

- 1. Whether there have been significant amendments to the city's comprehensive plan, downtown master plan or ordinances which will apply to the subject design review approval;**
- 2. Whether significant land use changes have occurred in the project vicinity which would adversely impact the project or be adversely impacted by the project;**
- 3. Whether hazardous situations have developed or have been discovered in the project area;**
- 4. Whether community facilities and services required for the project are now inadequate.**

If the Planning and Zoning Commission can confirm that the project meets all four of the above criteria, staff recommends approval of the extension for Design Review, with the condition that this is the final extension and work must proceed on the project no later than January 8, 2019. After this date, the approvals would expire.

Pursuant to Ketchum Municipal Code section 16.06.070: C (1) "Townhouses" the preliminary plat, other data, and the commission's findings shall not be transmitted to the council until construction of the project has commenced under a valid building permit issued by the Ketchum building inspector.

## **MOTION:**

Approval:

"I move to approve the extension request for Heidelberg Hill Residences (#15-154) for a twelve month period ending on January 8, 2019."

Denial:

"I move to deny the extension request for Heidelberg Hill Residences (#15-154)."

SEE

**DESIGN REVIEW APPLICATION**

Project Name: Heidelberg Hill Residences  
 Owner: 5850 Ventures, LLC Phone No.: 208-309-1009  
 Mailing Address: PO Box 4767 Ketchum, ID 83340  
 Architect/Representative: Chad Blincoe Phone No.: 208-928-7890  
 Mailing Address: 80 Box 4424 Ketchum, ID 83340  
 Architect License No.: \_\_\_\_\_

Engineer License No.: \_\_\_\_\_ Engineer of Record: Craig Maxwell  
 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.

Preapplication Fee: \_\_\_\_\_ Date Paid: \_\_\_\_\_  
 Design Review Fee: \_\_\_\_\_ Date Paid: \_\_\_\_\_  
 Legal Land Description: Lot 33 in Block 2 of Warm Springs Subdivision No. 5  
Instrument 204448

Street Address: 255 Hillside Drive  
 Lot Area: 11,150 sqft Zoning District: GR-L

Overlay District: Flood \_\_\_\_\_ Avalanche X Pedestrian \_\_\_\_\_ Mountain X  
 Anticipated Use: Residential

Type Construction: New X Remodel \_\_\_\_\_ Addition \_\_\_\_\_ Other \_\_\_\_\_  
 Number of Residential Units: 2 Number of Hotel Units: \_\_\_\_\_

Total Floor Area:	<u>Proposed</u>	<u>Existing</u>	<u>Setbacks (CC Zone)</u>	<u>(CC Zone Only)</u>
Basements:	_____	_____	Ground Floor Open Space	_____
1st Floor:	<u>864 x 2</u>	_____	Roofline Length	_____
2nd Floor:	<u>1146 x 2</u>	_____	Building Width	_____
3rd Floor:	<u>1046 x 2</u>	_____	Horizontal Breaks Every	_____ Feet
Mezzanine:	_____	_____	Break Depth	_____ Width _____
Total:	<u>3076 x 2</u>	_____	Floor Area Ratio	<u>23.8%</u>

Percent of Building Coverage: 25.9%  
 Curb Cut: 20' x 2

Setbacks: Front 15' Side 12' Side 12' Rear 15'  
 Height: 35' Parking Spaces Provided: 4 each, 8 total

Construction Phasing: \_\_\_\_\_  
 Will fill or excavation be required? If yes, amount in cubic yards- Fill \_\_\_\_\_ Excavation 520 yds  
 Will existing trees or vegetation be removed? Yes X No \_\_\_\_\_  
 Water System: Municipal Service X 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.**

Signature of Owner: [Signature] Date: 11/30/15

Approved/Denied: \_\_\_\_\_ Date: \_\_\_\_\_

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.



City of Ketchum  
Planning & Building

IN RE: )  
)  
Heidelberg Hill Residences ) KETCHUM PLANNING AND ZONING COMMISSION  
Design Review ) FINDINGS OF FACT, CONCLUSIONS OF LAW AND  
) DECISION  
File Number: #15-154 )  
)

**BACKGROUND FACTS**

**PROJECT:** Heidelberg Hill Residences

**OWNER(S):** 5050 Ventures LLC

**REPRESENTATIVE:** Troy Quesnel, Sawtooth Development Group & Chad Blincoe, Blincoe Architecture

**REQUEST:** Design Review approval for two townhome residences.

**LOCATION:** 255 Hillside Drive (Lot 33, Block 2, Warm Springs Subdivision #5)

**NOTICE:** Property owners within a 300-foot radius of subject property were mailed notice on December 22, 2015. A notice was posted in three (3) locations in the City on December 22, 2015.

**ZONING:** General Residential – Low Density (GR-L)

**Overlay:** Mountain Overlay

**REVIEWER:** Morgan Brim, Senior Planner & Current and Long-range Planning Manager

**GENERAL FINDINGS OF FACT**

The applicant is proposing to construct two detached townhomes with attached two car garages. The table below provides a breakdown of each unit's floor in square feet.

	Unit One	Unit Two
2nd Floor	1,046	1,046
1st Floor	1,166	1,166
Lower	317	317
Garage	547	547
Total	3,076	3,076

Grand Total = 6,152

City Department Conclusions					
Compliant			Standards and Staff Conclusions		
Yes	No	N/A	City Code	City Standards and Staff Conclusions	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I	Complete Application	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	City Department Conclusions	<b>Police Department:</b> <ul style="list-style-type: none"> <li>Police Department indicated that they have no Conclusions.</li> </ul>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<b>Fire Department:</b> <ul style="list-style-type: none"> <li>Fire Department indicated that they have no Conclusions.</li> </ul>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<b>City Engineer:</b> <ul style="list-style-type: none"> <li>The City Engineer indicated that she does not have any comments regarding this application.</li> </ul>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<b>Streets:</b> <ul style="list-style-type: none"> <li>The Geotechnical report will need to be finalized and approved at the time of building permit.</li> <li>All roof drains need to be piped into drywells.</li> <li>Driveway run off needs to be managed into a drywell.</li> <li>Drywells will need to be moved closer to the street.</li> <li>A finalized drainage plan must be approved before issuance of a building permit.</li> </ul>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<b>Utilities:</b>	

			<ul style="list-style-type: none"> <li>Utilities indicated that they have no comments.</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Building:</b> <ul style="list-style-type: none"> <li>The Building Official has indicated that he has no comments.</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Planning and Zoning:</b> <ul style="list-style-type: none"> <li>See comments throughout staff report.</li> </ul>

Compliance with Zoning District				
Compliant			Standards and Staff Conclusions	
Yes	No	N/A	Regulation	City Standards and Staff Conclusions
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	<b>Building Lot Coverage:</b> <u>Maximum Allowed Building Lot Coverage:</u> 35%  <u>Proposed Building Lot Coverage:</u> 28.9%
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	<b>Building Height &amp; Setbacks</b> <u>Maximum Allowed Building Height:</u> 35 feet <u>Minimum Allowed Building Setbacks:</u> Front: 20 feet Side: One (1) foot for every three (3') feet in building height. Rear: One (1) foot for every three (3') in building height. However, if a lot adjoins a more restrictive zoning district, the setbacks of the more restriction district applies. The subject property abuts an LR district on the rear property line which results in a greater rear setback of 20'.  <u>Proposed Building Height (Both Unit 1 &amp; 2):</u> 35 feet <u>Proposed Building Setbacks - Unit 1 (West):</u> Front: 42 feet Rear: 20 feet East Side: 13 feet <u>Proposed Building Setbacks - Unit 2 (East):</u> Front: 40 feet Rear: 22 feet West Side: 13 feet
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.124.060.M	<b>Curb Cut</b> <u>Maximum curb cut allowed:</u> 35% of the total street frontage may be devoted to curb cuts. <u>Proposed:</u>
			<b>Staff Conclusions</b>	

				The applicant is proposing two (2) 15-foot-wide driveways, which translates to 33% of the street frontage.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.060.A(1)</b>	<b>Parking Spaces</b>
			<b>Staff Conclusions</b>	<p><u>Required:</u> 1-1/2 spaces for every one-family dwelling or duplex unit. A total of three parking spaces is required.</p> <p><u>Proposed:</u> The applicant is proposed four (4) parking spaces for each unit. Each unit contains a two car garage and two parking spaces located within the driveway.</p>
<b>Design Review Requirements</b>				
<b>EVALUATION STANDARDS: 17.96.090(B)</b>				
<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Standard</b>	<b>Staff Conclusions</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(1) SITE DESIGN	The site's significant natural features such as hillsides, mature trees and landscaping shall be preserved. Cuts and fills shall be minimized and shall be concealed with landscaping, revegetation and/or natural stone material.
			<b>Staff Conclusions</b>	The grade and slope of the site is preserved. Landscaping is utilized throughout the site and terraces appropriately along the hillside. The building has been reversed stacked from the basement side and does not extend throughout the entire site.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(2)a COMPATIBILITY	The structure shall be compatible with the townscape and surrounding neighborhoods with respect to height, bulk, setbacks and relationship to the street.
			<b>Staff Conclusions</b>	The architecture across the street is complimentary in design and utilizes modern architecture. The street contains three story buildings with similar heights as proposed in this project.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(2)b	The project's materials, colors and signing shall be compatible with the townscape, surrounding neighborhoods and adjoining structures.
			<b>Staff Conclusions</b>	<p>The applicant calls out the following exterior materials in the proposed renderings:</p> <ul style="list-style-type: none"> <li>• Stucco</li> <li>• Barn wood siding (horizontal slats)</li> <li>• Concrete veneer</li> <li>• Metal fascia</li> <li>• Timber beam</li> <li>• Steel railing</li> <li>• Steel columns</li> </ul> <p>This neighborhood has an eclectic mix of residential architecture which employs a varied mix of architectural features and materials similar to those being proposed in this application. The townhomes across the street to the south feature stucco and wood material. The two townhomes located to west of the subject site employ wood elements and contain a similar height as the proposed project.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(2)c	Consideration shall be given to significant view corridors from surrounding properties.



			<i>Staff Conclusions</i>	<i>There are no significant view corridors identified.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(2)d	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 Conclusions</i>	<i>The lot contains no significant landmarks.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)a ARCHITECTURAL QUALITY	Consideration shall be given to natural light reaching public streets, sidewalks and open spaces.
			<i>Staff Conclusions</i>	<i>No issues have been identified in this regard. The proposed buildings are setback over 40 feet from the front property line allowing adequate light to reach the public right-of-way.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)b	The building character shall be clearly defined by use of sloped roofs, parapets, cornices or other architectural features.
			<i>Staff Conclusions</i>	<i>The north and south ends of the roof slope downward gradually towards the middle of the roofline. The buildings are clearly defined between each floor area. As mentioned above, the applicant is proposing a mix of materials to distinguish between individual design elements.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)c	There shall be continuity of materials, colors and signing within the project.
			<i>Staff Conclusions</i>	<i>The project has been designed appropriately on all sides. A variety of material elements has been established throughout the exterior.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)d	There shall be continuity among accessory structures, fences, walls and landscape features within the project.
			<i>Staff Conclusions</i>	<i>No accessory structure or fences are proposed with this design review application.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)e	Building walls which are exposed to the street shall be in scale with the pedestrian.
			<i>Staff Conclusions</i>	<i>The two residences are proposed with deep front setbacks and do not appear to overwhelm the street or public way. The proposed grade of the site closely matches the existing grade. Landscaping retaining is accomplished through low rock walls and a terraced steps between and to the side of the two buildings.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)f	Building walls shall provide undulation/relief thus reducing the appearance of bulk and flatness.
			<i>Staff Conclusions</i>	<i>The proposed walls vary in depth and detail. Exterior decks and columns located on the front and rear elevations help break up the exterior wall face.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)g	Exterior lighting shall not have an adverse impact upon other properties and/or public streets.
			<i>Staff Conclusions</i>	<i>The plans indicate that lighting will be installed adjacent to all exterior doors. The applicant has indicated that they will comply with the City's dark sky ordinance.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)h	Garbage storage areas and satellite receivers shall be screened from public view.
			<i>Staff Conclusions</i>	<i>Trash areas will be located in the garage. The applicant has been made aware of the requirement that satellite receivers shall not be visible from public view.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)i	Utility, power and communication lines within the development site are concealed from public view where feasible.

			<i>Staff Conclusions</i>	<i>Utility lines shall be located underground.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)j	Door swings shall not obstruct or conflict with pedestrian traffic.
			<i>Staff Conclusions</i>	<i>No conflicts have been identified.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)k	Building design should include weather protection which prevents water to drip or snow to slide on areas where pedestrians gather and circulate or to adjacent properties.
			<i>Staff Conclusions</i>	<i>Gutters and down spouts will be utilized throughout the building. Snow clips are shown in the roof plan.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)l	Exterior siding materials shall be of natural wood or masonry origin or similar quality. Metal siding is discouraged in all zoning districts.
			<i>Staff Conclusions</i>	<i>A barn wood style vertical slat siding is proposed on the exterior. No metal siding is proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(4)a CIRCULATION DESIGN	Pedestrian, equestrian and bicycle access which is adequate to satisfy demands relative to development size shall be provided. These accesses shall be located to connect with existing and anticipated easements and pathways.
			<i>Staff Conclusions</i>	<i>Not applicable. There are no sidewalks located on Hillside Drive. The existing plat does not show any access easements across this property.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(4)b	The building(s) is primarily accessed from the public sidewalk for the majority of the individual uses proposed. It is the intent to promote exterior circulation with numerous connections to the public sidewalk and exposure to the street. This includes utilizing arcades, courtyards and through block connections. (Commercial buildings only)
			<i>Staff Conclusions</i>	<i>Not applicable. This application is not for a commercial project.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(4)c	The required five foot (5') street side setback is primarily used as an extension and part of the public sidewalk in areas with high pedestrian volume (setback as per zoning). This setback is encouraged to be covered by awnings, arcades or other canopies for weather protection and may extend out over the public sidewalk (CC zone only);
			<i>Staff Conclusions</i>	<i>Not applicable. This project is not located in the CC district.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(4)d	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 Conclusions</i>	<i>The proposed residential units are accessed via driveways connecting to Hillside Drive. The applicant is proposing a vehicle turn around area to accommodate safe exiting of the site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(4)e	Parking areas have functional aisle dimensions, backup space and turning radius.
			<i>Staff Conclusions</i>	<i>The proposed parking spaces located in the garage and driveway meet the required dimensional requirements for parking spaces.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(4)f	Location of parking areas is designed for minimum adverse impact upon living areas within the proposed development and minimizes adverse impact upon adjacent properties with regard to noise, lights and visual impact.
			<i>Staff Conclusions</i>	<i>Parking spaces are located adjacent to the front of the buildings which encourages vehicle headlights to orient inward towards the site and not toward neighboring properties.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(4)g	Curb cuts are located away from major intersections and off high volume roadways where possible.
			<i>Staff Conclusions</i>	<i>There are no major intersections near the subject property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(4)h	Adequate unobstructed access for emergency vehicles, snow plows, garbage trucks and similar service vehicles to all necessary locations within the proposed project is provided.

			<i>Staff Conclusions</i>	<i>The fire department has reviewed the proposed plans and commented that they have no concerns regarding emergency access to the property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(4)i	The project is designed so as to provide adequate snow storage areas or removal for snow cleared from the parking areas and roadways within the project. (50 percent)
			<i>Staff Conclusions</i>	<i>A total of 1560 square feet is denoted on the site plan for snow storage.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(5)a LANDSCAPE QUALITY	Substantial landscaping is to be provided, which is in scale with the development and which provides relief from and screening of hard surfaces. Total building surface area and street frontage will be considered when determining whether substantial landscape is being provided. (Landscaping shall be defined as trees, shrubs, planters, hanging plants, ground cover and other living vegetation).
			<i>Staff Conclusions</i>	<i>Substantial landscaping is proposed throughout the site. The applicant is proposing a mix of Colorado Spruce trees, Quaking Aspen trees, various shrubs and ground cover. Lawn mix accounts for 500 square feet of the site. 3,000 square feet of natural grasses are proposed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(5)b	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 compliment the neighborhood and townscape. Consideration should be given to the use of native, drought-resistant plant materials.
			<i>Staff Conclusions</i>	<i>The applicant can provide further details to the Commission regarding this requirement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(5)c	The preservation of existing significant trees, shrubs and important landscape features (mapped in accordance with Site Design, Paragraph 1) shall be encouraged.
			<i>Staff Conclusions</i>	<i>No significant trees or vegetation are located onsite.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(5)d	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 Conclusions</i>	<i>The applicant is proposing a variety of landscaping within both side yards between the adjacent properties.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(6) ENERGY DESIGN	Consideration shall be given to proper orientation within the project. Recognition shall be given to the solar benefits of adjoining properties. (A sun chart as a means of understanding the solar possibilities and limitations shall be encouraged)
			<i>Staff Conclusions</i>	<i>The proposed buildings are oriented towards the south and contain large fenestration areas to maximize natural light.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(7) PUBLIC AMENITIES	Pedestrian amenities are encouraged for all projects and shall be required for commercial uses. Amenities may include, but are not limited to benches and other seating, kiosks, telephone booths, bus shelters, trash receptacles, restrooms, fountains, art, etc. The use of "Ketchum Streetscape Standards" shall be encouraged.
			<i>Staff Conclusions</i>	<i>Not applicable. This is not a commercial project.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(8) GREEN BUILDING	Consideration shall be given to green building features within the project. Recognition shall be given to projects that achieve the United States Green Building Council's LEED Certification or earn the Environmental Protection Agency's Energy Star Label. Projects are encouraged to consider energy

				conservation, indoor air quality, water use, location, waste reduction, recycling, and use of sustainable construction materials.
			<i>Staff Conclusions</i>	<i>The applicant is aware of the Green Building code and has indicated that they will comply with these requirements.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)a Master Signage Plans Design Guidelines	Exposed support structures for signs, including, but not limited to, posts, poles and sign sides or edges, must be faced or covered with wood, stone or metal which is corrosion resistant, painted or anodized, or such other material as may be approved by the city as a reasonable, natural textured substitute.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)b	All freestanding signs shall have landscaping around the base of the support structure in order to provide a transition from the ground to the sign.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)c	All materials should prevent reflective glare.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)d	Simple and easy to read typefaces should be used on signs. Hard to read and overly intricate typefaces should be avoided.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)e	Signs that have symbols, characters, or graphics are encouraged. The symbol, character, or graphic should relate to the products sold in the business or to the name of the business.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)f	Signs that show depth and cast shadows are encouraged. Depth and shadows can be created by mounting individually cut letters and symbols on the sign base or carving letters and symbols into the base of the sign.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)g	Projecting signs are preferred over portable or sandwich board signs. Projecting signs generally are more effective for increasing visibility to both pedestrians and motorists.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)h	Sign materials and colors should complement the building facade. Basic and simple color applications are encouraged and vibrant colors should be avoided.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)i	The color of letters and symbols should contrast the base or background color of the sign to maximize readability.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)j	Signs shall not cover or obscure windows, doors, storefronts, building entrances, eaves, cornices, columns, horizontal expression lines, or other architectural elements or details.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)k	Signage on buildings with multiple tenants shall be limited to prevent sign clutter. Individual signs for tenants with ground floor storefront entrances are permitted. A directory sign with the names and suite numbers of all tenants without a ground floor storefront entrance may be provided at the lobby entrance for those tenants.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(9)l	An address marker shall be provided at the main entrance to all buildings.
			<i>Staff Conclusions</i>	<i>This standard will be verified prior to issuance of a certificate of occupancy.</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 Department provided adequate notice for the review of this application.
5. The project **does** meet the standards of approval under Chapter 17.96 of Zoning Code Title 17.

**DECISION**

**THEREFORE**, the Ketchum Planning and Zoning Commission **approves** this design review application this Monday, February 8<sup>th</sup>, subject to the following conditions:

1. Design Review approval shall expire one (1) year from the date of approval;
2. Design Review elements shall be completed prior to final inspection/occupancy;
3. 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;
4. Approval and recordation of a final plat is required before residential units may be sold;
5. Prior to issuance of a certificate of occupancy all public improvements shall be installed and finalized as approved by the Public Works Department;

6. All site and landscaping areas shall be maintained in conformance with the approved landscaping plan;
7. All snow shall be stored onsite and shall not be placed on neighboring properties or the public right-of-way; and
8. 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 8<sup>th</sup> day of February, 2016.

  
\_\_\_\_\_  
Steve Cook  
Planning and Zoning Commission Chairperson



January 5, 2017

Keshia Owens  
Planning Technician  
City of Ketchum  
480 East Ave. N.  
Ketchum, ID 83340

Reference: Heidelberg Hill Residences File #15-154

VIA EMAIL

Dear Keshia:

5050 Ventures, LLC would like to request an extension on it Planning and Zoning approval our Heildberg Hill Residences project dated February 8, 2016. I have attached the three (3) findings of fact issued on this project for reference. I understand that an extension is an administrative action so please let me know if you require any additional information in order to grant the extension.

Thank you for your assistance

Sincerely,

Scott Desserrault  
CFO

Attachments: (3)



City of Ketchum  
Planning & Building

January 13<sup>th</sup>, 2017

Scott Desserault – CFO  
Sawtooth Development Group  
491 N. Main St, Ste 201  
PO BOX 4767  
Ketchum, ID 83340

Mr. Desserault,

This letter serves as an approval for a twelve (12) month extension for the Heidelberg Hill Residences Design Review / Mountain Overlay Design Review approvals (file numbers 15-154 and 15-155), findings of fact date February 8<sup>th</sup>, 2016. Pursuant to Ketchum Municipal (KMC) Code Section 17.96.130 “Terms of Approval” a one year administrative extension may be granted for Design Review approvals, provided the following conditions are met. Staff comments are written in italic text.

1. **Whether there have been significant amendments to the city's comprehensive plan, downtown master plan or ordinances which will apply to the subject design review approval;** *There have been no changes to the city's comprehensive plan since the original approval.*
2. **Whether significant land use changes have occurred in the project vicinity which would adversely impact the project or be adversely impacted by the project;** *No significant land use changes have occurred in the project vicinity.*
3. **Whether hazardous situations have developed or have been discovered in the project area;** *No hazardous situations have developed or been discovered in the project area.*
4. **Whether community facilities and services required for the project are now inadequate.** *Community facilities and services required for the project have not changed.*

Pursuant to Ketchum Municipal Code section 16.06.070: C (1) “Townhouses” the preliminary plat, other data, and the commission’s findings shall not be transmitted to the council until construction of the project has commenced under a valid building permit issued by the Ketchum building inspector.

The conditions above have been met, and a twelve (12) month extension of the Heidelberg Hill Residences Design Review/Mountain Overlay Design Review are approved. **This extension will expire on February 8<sup>th</sup>, 2018.** If an additional extension should be required, a written request for extension must be received by the city prior to expiration of the first extension. A second extension request must be reviewed by the Planning and Zoning Commission, and it would be the final allowed extension.

Sincerely,

A handwritten signature in black ink, appearing to read "Carl Anderson".

Carl Anderson  
Associate Planner





December 13, 2017

Micah Austin  
Director of Planning and Building  
City of Ketchum  
480 East Ave. N.  
Ketchum, ID 83340

Reference: Heidelberg Hill Residences File #15-154

VIA EMAIL

Dear Micah,

5050 Ventures, LLC would like to request a 2<sup>nd</sup> extension on its Planning and Zoning approval of our Heidelberg Hill Residences project dated February 8, 2016. I have attached the three (3) findings of fact issued on this project for reference. I understand that this 2<sup>nd</sup> extension needs to go to the P&Z Board for approval so please let me know if you require any additional information in order to grant the extension.

Thank you for your assistance

Sincerely,

Scott Desserrault  
CFO

Attachments: (3)



# Planning and Zoning

## Regular Meeting

~ Minutes ~

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

Maureen Puddicombe  
Planning Technician

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Monday, December 11, 2017

5:00 PM

Ketchum City Hall

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Commissioners Present:                      Jeff Lamoureux, Chairperson  
   Erin Smith, Vice-Chairperson  
   Betsy Mizell, Commissioner  
   Matthew Mead, Commissioner  
   Neil Morrow, Commissioner

1.     **5:15 PM – SITE VISIT: 100 Northwood Way Mixed-Use Building Conditional Use Permit and Design Review: 100 Northwood Way, Ketchum, ID (Northwood Light Industrial Amended Lot 9).**
2.     **5:42 PM - CALL TO ORDER: City Hall, 480 East Avenue North, Ketchum, Idaho**

The meeting was called to order at 5:42 PM by Chairperson Jeff Lamoureux.

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

Ketchum Mayor Nina Jonas thanked the Commission for their hard work during her tenure.

4.     **COMMUNICATIONS FROM STAFF**

- a.     100 Northwood Way Mixed-Use Development Conditional Use Permit: The Commission will consider and take action on an application for a Conditional Use Permit for two new residences in the Light Industrial 2 (LI-2) zoning district on the second floor of a new mixed-use building (Northwood Light Industrial Amended Lot 9).

### COMMENTS – CURRENT MEETING

Planning Director Micah Austin presented the Conditional Use Permit for the residential portion of the project in the Light Industrial Zone. He indicated this project meets all the standards for size, location and rental requirements. Micah indicated this project is in compliance with the Ketchum 2014 Comprehensive Plan, as it includes light manufacturing, residential and limited retail. Staff recommends approval of the 2 residences, as this project meets all the standards of Title 17 of the Land Use Ordinance of the Ketchum Planning and Building Code.

Chairperson Jeff Lamoureux asked about the scope of the Conditional Use Permit regarding the potential for a change of business on the ground floor. Micah Austin indicated any business which meets the criteria for the Light Industrial Zone would be permitted to occupy the ground floor.

Vice-Chairperson Erin Smith asked if conditions can be attached to the Conditional Use Permit, i.e. review when a change of business occurs on the first floor. Micah indicated that could be a condition of approval. Erin inquired about rental requirement of no less than 90 days and how it would be enforced. Micah replied that all enforcement of that nature was complaint driven.

Michael Barker, Architect for the 100 Northwood LLC project, presented the floor plan and elevations for the 2<sup>nd</sup> floor residential portion of the project. Commissioner Matthew Mead inquired about the staircase and fire safety. Michael indicated the accessibility of the roof deck and egress through the bedroom window were according to code. In addition, the staircase is to code.

## **PUBLIC COMMENT**

Tim Haft, a resident across the street, asked about the venting on the roof. Applicant responded that the roof-top mechanical is for ventilation for the residential units and not the manufacturing area.

Bob Crosby, Sun Valley Board of Realtors, asked how House Bill 216 affects the restricted terms of lease. Micah Austin explained that the Ketchum City Code has not yet been revised to align with House Bill 216.

Chairperson Jeff Lamoureux began review of criteria of the Conditional Use Permit:

- A. Not unreasonably incompatible with uses of the area. Vice-Chairperson Erin Smith stated the project complies. Commissioners Mead, Morrow and Mizell agreed.
- B. Will not endanger the health, safety and welfare of the community: Commissioners agreed there was no danger presented by the project.
- C. Pedestrian and vehicular traffic related to the project will not be hazardous to the existing traffic. Commissioners agreed it complies and would improve the current conditions.
- D. Supported by adequate public services and will not adversely affect public services to the surrounding area: Commissioners agreed there was no issue.

Jeff Lamoureux declared the project is not in conflict with the Comprehensive Plan or the Zoning Ordinances. Commissioner Mead agreed. Erin Smith reiterated the requirement for any lease to include the disclaimer that the property is in the LI Zone.

A discussion of the disclaimer followed.

## **MOTION TO APPROVE THE APPLICATION FROM 100 NORTHWOOD WAY, LLC FOR A CONDITIONAL USE PERMIT FOR TWO NEW RESIDENCES IN THE LI-2 FINDING THE APPLICATION MEETS THE STANDARDS FOR APPROVAL UNDER CHAPTER 17.116 OF KETCHUM ZONING CODE FOR THE FOLLOWING REASONS:**

- **IT MEETS THE CRITERIA FOR A CONDITIONAL USE PERMIT**
- **THE COMMISSION RECOMMENDS APPROVAL WITH THE 10 CONDITIONS STATED IN THE STAFF REPORT**

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

- b. 100 Northwood Way Mixed-Use Development Design Review: The Commission will consider and take action on an application for design review approval of a new mixed-use building (Northwood Light Industrial Amended Lot 9).

Project presented by John Gaeddert, Consulting Planner, indicating the project meets the standards for a hybrid-production facility and staff recommends approval with the six conditions listed on page 13 of the Findings of Fact.

Michael Barker, architect for the project, presented the Design Review. Landscaping, storage, snow removal, trash pick-up and exterior materials were among areas discussed.

The Commissioners asked for a review of the landscaping, crosswalks, parking and traffic sight lines by the City Engineer.

**PUBLIC COMMENT:**

Liz Roquet, partner in the 100 Northwood Way Mixed-Use Development, to occupy the downstairs portion of the building as Lizzie's Fresh Coffee. This business is categorized as a hybrid production facility. Although Ketchum currently has no air quality standards, Lizzie's has voluntarily utilized the highest quality equipment available to eliminate emissions. Applicant addressed all questions posed by a neighboring citizen.

**STAFF COMMENT:**

John Gaeddert added condition #7, to include an upgrade to the crosswalk as specified by the Street Department.

**MOTION TO APPROVE 100 NORTHWOOD WAY, LLC MIXED-USE DEVELOPMENT DESIGN REVIEW WITH CONDITIONS 1-7**

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

- c. Stott Residence Mountain Overlay Pre-Application Design Review: Micah Austin indicated the project is not ready to proceed and would like to continue to January 8, 2018.

**MOTION TO CONTINUE STOTT RESIDENCE MOUNTAIN OVERLAY PRE-APPLICATION DESIGN REVIEW TO JANUARY 8, 2018.**

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

- d. Sun Valley Dental Arts Design Review (Continued from November 13, 2017): Micah Austin recommends project continued to January 8, 2018.

**MOTION TO CONTINUE SUN VALLEY DENTAL ARTS DESIGN REVIEW TO JANUARY 8, 2018.**

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

- e. Zoning and Subdivision Code Amendments: City-initiated text amendment, amending: (1) Title 16, Ketchum Municipal Code, to add an avalanche development and design standard for proposed subdivisions within designated avalanche areas (16.04.040 R); (2) Title 17, Ketchum Municipal Code, to amend the avalanche zone district use restrictions by clarifying allowed construction purposes (17.92.010 A.6.), to clarify conditions for rentals in avalanche areas (17.92.010 D.4), to specify that subdivisions in high hazard avalanche areas within the mountain overlay district are prohibited, and further clarifying when townhome, condominium and subdivision developments in high and moderate avalanche areas within the city are conditionally allowed (17.92.010 D.5.), and to require protected utility meters and shut-off valves for new construction and substantial remodels in the avalanche zone district (17.92.010 D.6); (3) Title 17, Ketchum Municipal Code, to add both a commercial and neighborhood off-site snow storage definition (17.08.020), to add development standards for commercial and neighborhood off-site snow storage (17.124.160), and amend the city's district use matrix to specify appropriate locations and procedures for off-site snow storage (17.12.020 A.6.); and, (4) providing a repealer clause; providing a savings and severability clause; and providing an effective date.

Micah Austin stated the current City Code does not allow lot splits in the Avalanche Zone, however, lot splits have been done for the last 40 years. Public safety concerns need to be balanced with the rights and expectations of the property owners.

Avalanche Zone Amendment presented by John Gaedert. The edits to the code:

1. Avalanche Standards are currently in the Zoning Ordinance and in the Subdivision Ordinance.
2. For safety reasons, location of utility shut-offs to be changed from back of building to leeward side of building, which may be toward the front of the house. This may present design challenges.
3. Clarification of the lease provision, long- or short-term, regarding notification that the structure is in the Avalanche Zone.

4. Property in the Mountain Overlay and the High Avalanche Zone would not be allowed to be further subdivided.

Micah Austin related information from Janet Kellem, previous director of the Sawtooth Avalanche Center. Suggestions:

- 1) Change Subdivision code to not allow any roads, which fill with snow, making recovery difficult.
- 2) Agreed that utility shut-offs should be installed on street side of property to isolate any leaks.
- 3) Stronger language informing the public when Avalanche conditions are anticipated.

**PUBLIC COMMENT:**

Bob Crosby, Sun Valley Board of Realtors, asked if property is in the Mountain Overlay and an Avalanche Zone, is subdivision prohibited? John Gaedert replied it will be dependent on the lot location, structure location on the lot and engineering of the structure.

Bruce Smith, Alpine Enterprises, surveyor and avalanche consultant, agrees with relocating utility shut-offs. Also agrees that brochures, leases and rental agreements must disclose the property to be in the Avalanche Zone. But he is undecided on the issue of Subdivision within the Avalanche Zone, balancing population density with the property owners' interests to subdivide.

**STAFF COMMENT:**

Commission and staff discussed the degree of Subdivision that should be allowed in the Avalanche Zone. Revision of items discussed to be incorporated into the text amendment for the next meeting on January 8, 2018. Language on lot subdivision to be clarified by John Gaedert.

**SNOW STORAGE:**

Presented by John Gaedert. There are 2 parts to the amendment: 1) Commercial off-site snow storage which pertains to the Commercial Core. 2) Neighborhood definition where neighbors can reach their own agreement for snow removal and storage, eliminating unnecessary snow transport. For larger operations, a Conditional Use Permit would be required. Betsy Mizell, Commissioner, asked about drainage from melting snow entering river. The Conditional Use Permit can cover such areas as noise, drainage, amount of snow stored, and the location of storage areas.

**MOTION TO CONTINUE PROPOSED CHANGES TO CITY OF KETCHUM MUNICIPAL CODE TO ADDRESS PROPOSAL FOR SUBDIVISIONS IN AVALANCHE AREAS AND COMMERCIAL AND NEIGHBORHOOD OFF-SITE SNOW STORAGE THROUGHOUT THE CITY OF KETCHUM TO JANUARY 8, 2018.**

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

**5. CONSENT CALENDAR**

- a. Minutes – October 9, 2017 and November 13, 2017  
Erin Smith noted the motion should include who moved and seconded.

**MOTION TO APPROVE MINUTES FROM OCTOBER 9, 2017 AND NOVEMBER 13, 2017 AS AMENDED**

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

- b. Findings of Fact and Conclusions of Law for 180 Northwood Mixed-Use Building Design Review:

John Gaeddert presented modifications as previously requested. Removal of retaining wall, landscaping modification, and trash enclosure were approved. New drainage plans were approved by Brian Christiansen of the Streets Department. Chairperson Jeff Lamoureux and Vice-Chairperson Erin Smith questioned the drainage issue and would prefer to see the plans reviewed by a professional engineer.

**MOTION TO APPROVE FINDINGS OF FACT AND CONCLUSIONS OF LAW FOR 180 NORTHWOOD MIXED-USE BUILDING DESIGN REVIEW**

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

**6. FUTURE PROJECTS**

Stott Residence  
Sun Valley Dental Arts Building  
Avalanche and Snow Storage Amendments  
Phase II Zoning Re-write  
Re-Zoning Application (February 2018)

**7. STAFF REPORTS AND CITY COUNCIL MEETING UPDATE**

No updates at this time.

**8. COMMISSION REPORTS AND EX PARTE DISCUSSION**

a. Discussion of requiring bear-proof trash containers in Ketchum:

Commissioner Betsy Mizell related story of bear euthanized because of raids on trash cans. Can the type of canister and time of trash placed outside for pick-up be regulated? This would help to prevent killing of bears. Type of canisters and who would be responsible to provide them is under discussion. Micah Austin to present this issue to the City Council. Matthew Mead questioned who would buy new containers and enforce their use, perhaps start with businesses and phase-in the changes.

b. Review, discussion and tour of the 2014 Comprehensive Plan

Micah Austin gave a general overview of the 2014 Comprehensive Plan. Plan to be under further discussion at the January 8, 2018 meeting.

**9. ADJOURNMENT**

**MOTION TO ADJOURN AT 9:09 PM**

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

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Jeff Lamoureux  
Planning and Zoning Commission Chairperson





City of Ketchum  
Planning & Building

IN RE: )  
100 Northwood Way )  
Design Review ) **KETCHUM PLANNING AND ZONING COMMISSION**  
Date: December 11, 2017 ) **FINDINGS OF FACT, CONCLUSIONS OF LAW AND**  
) **DECISION**  
File Number: #17-150 )

**BACKGROUND FACTS**

**OWNER:** 100 Northwood Way, LLC c/o Liz Roquet

**REQUEST:** Design Review approval for a new mixed use building.

**LOCATION:** 100 Northwood Way  
(Northwood Light Industrial Lot 9)

**ZONING:** Light Industrial District Number 2 (LI-2)

**NOTICE:** Notice was mailed to adjacent property owners of the subject property on November 17, 2010 (> 10 days prior to hearing), published in the Idaho Mountain Express on November 22, 2010 (> 15 days prior to hearing), and posted in three public City locations on November 21, 2017, 2017.

**BACKGROUND**

The subject property is located at 100 Northwood Way, on Northwood Light Industrial Lot 9. The owner of the subject property is listed as 100 Northwood Way, LLC represented by C. Michael Barker. The property is currently vacant and is designated as Light Industrial District Number 2 (LI-2). The applicant is proposing to construct a new 5,073 square foot mixed-use building on the subject 9,191 square foot lot. The lower level is proposed to be used as a hybrid production facility for Lizzie's Coffee and the upper level will contain two residential units, totaling 1,969.5 gross square feet and subject to a conditional use permit for the two proposed residential dwelling units.

The project was before the Commission for a pre-application design review, pursuant to City Code 17.96.010.C.1, at a special meeting of the Ketchum Planning and Zoning Commission on October 9, 2017. A site visit was conducted. Upon unanimous approval of the Commission, a motion was granted to advance 100 Northwood Way to full design review. On November 16, 2017 the applicant provided updated drawings including a grading site plan, architectural site plan, building and roof plans, a building section and elevations, materials and colors sample board. The updated drawings addressed each of the outstanding action items expressed by the Commission and specified in the staff's review of the Design Review Pre-application. A public hearing was conducted at the regular Commission hearing on December 11, 2017 and a motion was made to approve the proposed Design Review as noted herein.

**ANALYSIS**

The Commission found the project in compliance with the Ketchum Municipal Code as set forth in the

following four tables. In particular, the 100 Northwood Way Mixed Use 5,073 square foot building complies, as conditioned herein, with the following departmental, zoning code, and design review standards as follows:

**Table 1: Comprehensive Plan Analysis**

SUPPORTING SECTION	SUMMARY OF COMPLIANCE OF PROPOSED AMENDMENTS WITH THE 2014 COMPREHENSIVE PLAN
<b>Future Land Use</b>	
<b>Mixed-Use Industrial</b>	<p><b>CHARACTERISTICS AND LOCATION:</b> The Mixed-Use Industrial category is intended to provide critical lands for Ketchum’s economic growth and entrepreneurial opportunity within a vibrant business district where people can work and live in the same area.</p> <p><b>PRIMARY USES:</b> Light manufacturing, wholesale, services, automotive, workshops, studios, research, storage, construction supply, distribution and offices make up the bulk of development within this district.</p> <p><b>SECONDARY USES:</b> A limited range of residential housing types, and supporting retail are provided for within this category. Uses should generate little traffic from tourists and the general public.</p>
<b>Community Design and Neighborhoods</b>	
<b>Policy CD-1.3 Compatible Infill and Redevelopment Projects</b>	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.

**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"/>	<b>Police Department:</b> No comment at this time.	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Fire Department:</b> The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances.  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.  Vehicle parking and material storage during construction shall not restrict or obstruct public streets or access to any building. A <u>minimum</u> twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times.  An approved automatic fire sprinkler system shall be installed throughout the building per City of Ketchum Ordinance #1125 ( <a href="http://www.ketchumfire.org">www.ketchumfire.org</a> ) 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. <b>Water service lines to structures shall be hydraulically calculated for size to meet fire sprinkler flow requirements.</b> Fire sprinkler systems shall be annually tested and maintained per NFPA 25. An approved fire department	

		<p>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.</p> <p>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.</p> <p>An approved monitored fire sprinkler alarm system shall be installed per City of Ketchum Ordinance #1125 (<a href="http://www.ketchumfire.org">www.ketchumfire.org</a>) 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.</p> <p>An approved access roadway per 2012 International Fire Code Appendix D (<a href="http://www.ketchumfire.org">www.ketchumfire.org</a>) shall be installed prior to any combustible construction on the site. The road shall be a minimum of twenty (20) feet in width and capable of supporting an imposed load of at least 75,000 pounds. The road must be an all-weather driving surface maintained free, clear, and unobstructed at all times.</p> <p>Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building.</p> <p>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.</p> <p>Inspections of fire department permit required installations shall be scheduled at least 48 hours in advance.</p> <p>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 <a href="http://www.ketchumfire.org">www.ketchumfire.org</a>.</p> <p>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 <a href="http://www.ketchumfire.org">www.ketchumfire.org</a>.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><b>Streets Department:</b></p> <p>1) Currently there is no parking in front of the lot on the Northwood side. Plans show two parking spaces; will have to evaluate existing red zone to see if parking would be allowed. The proposed curb ramp on Lewis will displace one parking space, project will need to repave to accommodate.</p> <p>2) Plans show proposed 6" curb on Northwood, the existing curb is 3". Was this a mistake or am I missing something?</p> <p>3) We recommend the trees be placed away from the corner to improve the site distance of the intersection.</p> <p>4) Any damage to the existing street or sidewalk curb and gutter will be the responsibility of the project to replace.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><b>Utilities:</b></p>

			This lot has never been served by either water or sewer. Each unit will need to be served by separate water meters and each shall pay an impact fee based on meter size. Sewer impact fees for the project will be assessed on type of usage by each unit.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Parks/Arborist:</b> Vegetation shall remain trimmed to 14' above sidewalk and so as to avoid protruding beyond sidewalk edge. Line-of-site issues due to vegetation not addressed by property owner in the future will be addressed by city according to Tree Ordinance. I would prefer to see this intersection be a three-way stop for pedestrian and vehicular safety reasons.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>ADA Consultant:</b> The 2010 Standards for Accessible Design set minimum requirements – both scoping and technical – for newly designed and constructed or altered state and local government facilities, public accommodations or businesses, and commercial facilities to be readily accessible to and usable by people with disabilities. The 2010 ADA Standards for Accessible Design guidance can be found at <a href="http://www.ADA.gov">www.ADA.gov</a> .
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Building:</b> The building must meet 2012 International Building Code.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Planning and Zoning:</b> Comments are denoted throughout the staff report.

**Table 3: Zoning Standards Analysis**  
**Compliance with Zoning Standards**

Compliant			Standards and Staff Comments	
Yes	No	N/A	Guideline	City Standards and Staff Comments
<b>17.12 Establishment of Districts and Zoning Matrices</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.020</b>	<b>District Use</b>
			<b>Commission Findings</b>	<b>Proposed Use:</b> <b>DWELLING, MULTIPLE-FAMILY:</b> A building, under single or multiple ownership, containing two (2) or more dwelling units used for residential occupancy. <ul style="list-style-type: none"> <li>The applicant is proposing two dwelling units located on-site. The applicant shall receive approval of a Conditional Use permit prior to Design Review approval.</li> </ul> <b>HYBRID PRODUCTION FACILITY:</b> A <u>commercial operation or use</u> , on one or more premises within the same zoning district, <u>where finished consumer goods are manufactured or produced and those same goods are offered for sale to the general public</u> . Hybrid production facilities must be similar in size, scale and scope of operation with adjacent or nearby uses <ul style="list-style-type: none"> <li>1,740 Square feet of coffee roaster.</li> <li>400 square feet of coffee bar/retail</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030</b>	<b>Minimum Lot Area</b>
			<b>Commission Findings</b>	<b>Required:</b> 8,000 square feet minimum. <b>Existing:</b> 9,191 square feet existing.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030</b>	<b>Maximum Building Coverage</b>
			<b>Commission Findings</b>	<b>Maximum Permitted:</b> 75% <b>Proposed:</b> 37% (3,404.5 SF / 9,191 SF)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030</b>	<b>Minimum Building Setbacks</b>
			<b>Commission Findings</b>	<b>Minimum:</b> <b>Front:</b> 20' <b>Side:</b> 0' for internal side yards and a minimum of 10' for street side yards.

				<p>Rear: 0'</p> <p><b>Proposed:</b>  Front: 24.0'  Side (north): 20.0'  Side (west): 13.33'  Rear (south): 0'</p> <p>Note: Due to the unique nature of the subject property at the northwest corner, the applicant worked with staff to determine the setbacks of the property as it transitions from the side setback to the front setback. The Side yard setback along Lewis Street is 13.33' and transitions to 20' along Northwood Way.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030</b>	<b>Building Height</b>
			<b>Commission Findings</b>	<b>Maximum Permitted: 35'</b> <b>Proposed: 27' ( at the top of parapet)</b>
<b>17.125 Off Street Parking and Loading</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.030.</b>	<b>Curb Cut</b>
			<b>H</b>	
			<b>Commission Findings</b>	<p><b>Permitted:</b>  Street Frontage: A maximum of thirty five percent (35%) of the linear footage of any street frontage can be devoted to access off street parking. Corner lots that front two (2) or more streets may select either or both streets as access but shall still not devote more than thirty five percent (35%) of the total linear footage of street frontage to access off street parking.</p> <p><b>Proposed:</b> The combined linear footage for the subject property is 200'. The combined approvable linear footage devoted to access off street parking is 70' (35%). The proposed access to off-street parking does not exceed the maximum permitted. See comments from the Streets Department located in Table 2 regarding the proposed curb cut. The applicant coordinate with the Streets Department on the curb design prior to full Design Review approval.  Lewis Street Access: 24'  Northwood Way: 52'</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.040</b>	<b>Off Street Parking and Loading Areas</b>
			<b>Commission Findings</b>	<p><b>Permitted:</b> In the LI-1, LI-2 and LI-3 districts, off street loading areas (containing 180 square feet with no 1 dimension less than 10 feet) shall be required as an accessory use for new construction or major additions involving an increase in floor area, as follows:  One off street loading space for floor area in excess of two thousand (2,000) square feet, provided no loading space occupies any part of a public street, alley, driveway or sidewalk; except, that where practicable to do so, an alley may be used in lieu of the requirement of this section if prior permission is granted by the commission.</p> <p><b>Proposed:</b> The applicant has proposed one (1) off-street loading space, accessed from Lewis Street. The loading area does not occupy a public street, alley, driveway or sidewalk. The dimensions of the loading area from back of sidewalk/edge of ROW to the building are 23" x 11' +/- (253 SF).</p>
			<b>17.125.050</b>	<b>Off Street Parking</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Commission Findings</b>	<p>Off-street parking standards of this chapter apply to any new development and to any new established uses.</p> <p><b>Required:</b></p>

			<p>The proposed mixed-use has been defined as residential and hybrid production. There is not a parking requirement for a hybrid production facility, therefore, the following parking requirement has been established for the proposed use.</p> <ul style="list-style-type: none"> <li>Residential Units, Industrial Districts: 1 space per bedroom = 2 (2 units/ 1 bed each)</li> <li>Restaurant, bars and eating/drinking establishments: 1 space per 100 square feet of assembly area. (400 SF/100 SF) = 4</li> <li>Manufacturing, industrial district: 1 space per 500 gross square feet, + adequate loading area for trucks ( 1,740 SF / 500 SF) 3.48</li> </ul> <p>Total Required = 9 on-site parking spaces.  Note: see Staff comment in under section 17.125.040 Off Street Parking and Loading Areas for loading area requirements.</p> <p><b>Proposed:</b>  Commercial Area: 1,740 SF / 500 SF = 3.48  Retail / Assembly: 400 SF / 100 SF = 4  Residential: 2 units, 1 bedroom each = 2  Summary: 9 on-site parking spaces, including 2 enclosed residential garage spaces, and 7 rear of building surface on-site parking spaces (includes 1 ADA and 1 compact space).</p>
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**Table 4: Design Review Standards for all projects**

Design Review Requirements				
IMPROVEMENTS AND STANDARDS: 17.96.060				
Improvements and standards for all projects listed in subsection 17.96.010.A of this chapter:				
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.040	Complete Application
17.96.060.A Streets				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.A .1	The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.
			<b>Commission Findings</b>	The property is located at the corner of Lewis St. and Northwood Way and the applicant will provide connection from Northwood Way to the proposed project. The applicant is proposing a loading area at the southwest portion of the property, to be accessed from Lewis St. The applicant shall be responsible for all costs of connections from the existing City street to the development.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.A .2	All street designs shall be approved by the City Engineer.
			<b>Commission Findings</b>	The subject property is located at the corner of Lewis St. and Northwood Way.
17.96.060.B Sidewalks				
<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.
			<b>Commission Findings</b>	At the discretion of the Public Works Department and prior to a certificate of occupancy being issued, safety considerations relative to cross-walk upgrades across Northwood Way at the northwest corner of the property will be evaluated and possibly required of the applicant as conditioned herein.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. B.2	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.

			<b>Staff Comments</b>	<i>Sidewalks are existing and all new sidewalk construction will conform to the City's right-of-way standards.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060. B.3</b>	<b>Sidewalks may be waived if one of the following criteria is met:</b> 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.
			<b>Commission Findings</b>	<i>N/A.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. B.4</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The existing sidewalk is equal to the length of the subject property line adjacent to Northwood Way and Lewis St. All new sidewalk improvements shall remain equal to the length of the subject property line.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. B.5</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>Sidewalks are existing and connect to the existing sidewalks adjacent to the subject property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. B.6</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>A contribution in-lieu for this project is not recommended.</i>
<b>17.96.060.C Drainage</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. C.1</b>	<b>All storm water shall be retained on site.</b>
			<b>Commission Findings</b>	<i>The applicant has provided a drainage plan set detailing all applicable grading, catch basins, piping and dry-wells.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. C.2</b>	<b>Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.</b>
			<b>Commission Findings</b>	<i>Drainage improvements are shown on the current plan set. The has detailed all applicable grading, catch basins, piping and dry-wells. All drainage improvements are equal to the length of the subject property lines.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. C.3</b>	<b>The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.</b>
			<b>Commission Findings</b>	<i>Drainage improvements are shown on the current plan set. The applicant has provided a drainage plan at the time of Design Review, detailing all applicable grading, catch basins, piping and dry-wells.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. C.4</b>	<b>Drainage facilities shall be constructed per City standards.</b>
			<b>Commission Findings</b>	<i>The final design of drainage facilities shall be constructed per City standards.</i>
<b>17.96.060.D Utilities</b>				

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. D.1</b>	<b>All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.</b>
			<b>Commission Findings</b>	<i>The applicant is aware of this requirement and all utility improvements for the development shall be improved and installed at the sole expense of the applicant.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. D.2</b>	<b>Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.</b>
			<b>Commission Findings</b>	<i>All utilities shall be located underground. All utilities, power and communication lines within the development shall be concealed from public view.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. D.3</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The applicant is aware of this requirement and should the extension of utilities be required, the applicant will install and pay for two 2-inch SDR11 fiber optic conduits in accordance with City of Ketchum stands and at the discretion of the City Engineer.</i>
<b>17.96.060.E. Compatibility of Design</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. E.1</b>	<b>The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.</b>
			<b>Commission Findings</b>	<i>The property is located within the Light Industrial Number 2 Zoning District. The materials selected are complementary with the townscape and surrounding light-industrial neighborhood.</i>  <i>Corrugated metal siding-upper floor: Charcoal Corrugated metal siding-upper floor: Matte Black Weathered wood siding at main entry Plaster finish at the upper floor Commercial aluminum window/doors throughout: Black</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. E.2</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>There are no identified landmarks on the property which provide a historical and/or cultural importance to the neighborhood/community.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. E.3</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The site is currently vacant and the proposed building will be all new construction.</i>
<b>17.96.060.F Architectural</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.1</b>	<b>Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.</b>
			<b>Commission Findings</b>	<i>The proposed building and site layout provide unobstructed pedestrian accesses to the existing sidewalk adjacent to Lewis Street and Northwood Way. The entryway is clearly defined.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.2</b>	<b>The building character shall be clearly defined by use of architectural features.</b>
			<b>Commission Findings</b>	<i>The proposed 100 Northwood Mixed Use building will contain a hybrid production facility on the first (1) floor and two residential units on the second (2) floor. The total structure will be two stories with a total proposed height of twenty-seven (27') feet. The proposed building character is clearly defined by the use of architectural features.</i>  <i>The proposed building is primarily horizontal in form when viewed from Lewis Street (west Elevation). The upper level is stepped back from the lower level, and includes</i>



				<p>glazing throughout. The materials shown include the matte-black and charcoal corrugated metals, and the smooth plaster finish at the upper level.</p> <p>The front entrance hybrid production use is accessed from Northwood way (North Elevation). The combination of undulation, materials selection, and glazing will clearly distinguish the front entrance and define the building character.</p> <p>The east side of the building (East Elevation) is horizontal in form when viewed from the east most property line. The combination of glazing, materials and undulation will reduce the appearance of bulk and flatness and define the character of the building.</p> <p>The bulk of the south portion of the building is proposed to be built to the property line. The portion of the building adjacent to the adjoin structure at the south is proposed to include a CMU wall and fence wall. This portion of the building will not be visible from public view.</p> <p>All roof mounted mechanical equipment shall be screened from public view.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.3</b>	<b>There shall be continuity of materials, colors and signing within the project.</b>
			<b>Commission Findings</b>	The materials shown provide a continuity of materials and colors within the project. See Staff comment in section 17.96.060. E.1.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.4</b>	<b>Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.</b>
			<b>Commission Findings</b>	Accessory structures, fences, walls and landscape features have not been proposed at this time. The applicant has indicated that a landscape plan will be submitted at design review. See Staff comment located in 17.96.060. I.1.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.5</b>	<b>Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.</b>
			<b>Commission Findings</b>	The proposed building walls provide undulation/relief which will reduce the appearance of bulk and flatness. See staff comment in in section 17.96060.F.2 for further description.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.6</b>	<b>Building(s) shall orient towards their primary street frontage.</b>
			<b>Commission Findings</b>	The proposed building is located at the corner of Lewis Street and Northwood Way. The front entrance is located off of Northwood Way and the building is primarily oriented towards Northwood Way.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.7</b>	<b>Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.</b>
			<b>Commission Findings</b>	The garbage storage areas are shown at the southeast corner of the parking lot and screening of the dumpster is provided.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.8</b>	<b>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.</b>
			<b>Commission Findings</b>	The applicant is proposing a flat-roof system. Based on the proposed roof system, it is not anticipated that water will drip and snow will fall on areas where pedestrians will gather and circulate.
<b>17.96.060.G Circulation Design</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. G.1</b>	<b>Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.</b>

			<b>Staff Comments</b>	<i>Pedestrian and bicycle access is located from the existing sidewalk adjacent to Lewis Street and Northwood Way.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. G.2</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>Awnings are not proposed to extend over a public sidewalk. 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.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. G.3</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>Based on the preliminary site plan, traffic will flow safely within the project and onto Northwood Way, and the loading area is accessed from Lewis Street. See comment from the Public Works Department located in Table 2.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. G.4</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The proposed driveway entrances are greater than 20' to the intersection of Lewis Street and Northwood Way. See comment from the Public Works Department located in Table 2.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. G.5</b>	<b>Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.</b>
			<b>Commission Findings</b>	<i>Emergency vehicles, snow plows and service vehicles will be able to access the subject property from Northwood Way. The applicant has coordinated with Clear Creek Disposal and the location of the trash enclosure appears to allow for unobstructed access for the trash truck.</i>
<b>17.96.060.H Snow Storage</b>				
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060. H.1</b>	<b>Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.</b>
			<b>Commission Findings</b>	<i>N/A. See staff comment located in section 17.96.060.H.4.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060. H.2</b>	<b>Snow storage areas shall be provided on site.</b>
			<b>Commission Findings</b>	<i>N/A. See staff comment located in section 17.96.060.H.4.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060. H.3</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>N/A. See staff comment located in section 17.96.060.H.4.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. H.4</b>	<b>In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.</b>
			<b>Commission Findings</b>	<i>In lieu of providing snow storage areas, the applicant states that all snow is to be hauled off site.</i>
<b>17.96.060.I Landscaping</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. I.1</b>	<b>Landscaping is required for all projects.</b>
			<b>Commission Findings</b>	<i>See attached landscaping plan details.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I.2</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>See Staff comment located in 17.96.060. I.1.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I.3</b>	<b>All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.</b>
			<b>Commission Findings</b>	<i>See Staff comment located in 17.96.060. I.1.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I.4</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>See Staff comment located in 17.96.060. I.1.</i>
<b>17.96.060.J Public Amenities</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.J.1</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The site is served by an existing sidewalk and pedestrian amenities are not required.</i>

**Table 4. Standards for Residential, Light Industrial Districts**

<b>IMPROVEMENTS AND STANDARDS: 17.124.090 – RESIDENTIAL, LIGHT INDUSTRIAL DISTRICTS:</b>				
Residential units in the light industrial districts shall comply with the following minimum criteria:				
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090.A.1</b>	<b>Dwelling units shall not occupy the ground floor.</b>
			<b>Commission Findings</b>	<i>The two proposed dwelling units are located on the second floor.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090.A.2</b>	<b>Design review under chapter 17.96 of this title shall be required whether new building, addition to existing building or remodel of existing building.</b>
			<b>Commission Findings</b>	<i>The applicant is seeking Design Review and Conditional Use approval. This standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090.A.3</b>	<b>Up to fifty percent (50%) of any light industrial building may be devoted to dwelling units, unless otherwise specified in the section.</b>
			<b>Commission Findings</b>	<i>The applicant is proposing two separate dwelling units. The total building gross square footage is 5,073 square feet, fifty-percent (50%) of which is 2,535 square feet.</i> <ul style="list-style-type: none"> <li>• Combined Residential Units: 1,912.5 square feet.</li> <li>• Stair, storage, and circulation: 383.5 square feet.</li> <li>• Total: 2,296 Square feet.</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090.A.4</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The applicant is aware for this requirement and the proposed dwelling units shall be used for long term occupancy, and may not be separated in any manner for sale as individual units.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090. A.5</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>Each dwelling unit contains one (1) bedroom and neither unit exceeds one thousand (1,000) square feet.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090. A.6</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The applicant is aware of this requirement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090. A.7</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>All persons who rent or sublet any residential living unit will notify the tenant, lessee or subtenant with written notice that the unit is located within the light industrial zone, and is therefore subordinate in nature to all legal light industrial activities.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090. A.8</b>	<b>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</b>
			<b>Commission Findings</b>	<i>All future real estate agent, sales person, broker, and/or each private party who offers for rent or show any of the dwelling units located in the proposed building, will provide written notice that the building is located within such light industrial zone.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090. A.9</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The applicant will meet this requirement.</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 Department provided adequate notice for the review of this application.
5. The project **does** meet the standards of approval under Chapter 17.96, 17.12. and 17.125 of Zoning Code Title 17.

## DECISION

**THEREFORE**, the Ketchum Planning and Zoning Commission **approves** this Design Review Application this 11<sup>th</sup> day of December, 2017, subject to the following conditions:

### CONDITIONS of APPROVAL

**THEREFORE**, the Ketchum Planning and Zoning Commission **approves** this Design Review application this Monday, December 11, 2017 subject to the following conditions:

1. This approval is subject to the issuance of a conditional use permit for the 2<sup>nd</sup> story residential uses and compliance with all conditions required by the Ketchum Municipal Code, sections 17.116 & 17.124.090.
2. Work conducted in the city right of way, including excavation and construction of infrastructure shall comply with all design and permit standards required by the city. Work conducted on-site shall comply with the city requirements and the Construction Activity Plan for 100 Northwood Way, as submitted by Elias Construction.
3. All lighting shall be dark sky compliant.
4. This approval is specific to the plan set on file at the city, dated November 16, 2017.
5. The applicant is responsible for the installation of two water meters, payment of water and sewer impact fees, and connection of separate sewer and water lines into the project consistent with specifications of the City.
6. Building and site construction shall comply with Tables 1-4 herein, as well as other Municipal Code provisions of the City of Ketchum as administered primarily by the Fire, Streets, City Engineer, Public Works, and Planning and Building departments of the City.
7. At the discretion of the Public Works Department and prior to Certificate of Occupancy issuance, landing area crosswalk upgrades to the south-side of Northwood Way (at the northeast property corner of the project) may be required.

Findings of Fact **adopted** this 8<sup>th</sup> day of January, 2018

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Jeff Lamoureux  
Chairperson



City of Ketchum  
Planning & Building

STAFF REPORT  
KETCHUM PLANNING AND ZONING COMMISSION  
REGULAR MEETING OF JANUARY 8, 2017

**PROJECT:** Sun Valley Dental Arts

**FILE NUMBER:** #17-010

**OWNERS:** Ben Franz

**REPRESENTATIVE:** Jack Rutherford - Architect

**REQUEST:** Design Review approval for a new three story mixed-use residential and commercial building.

**LOCATION:** (Ketchum Block 34 Lot 5)

**ZONING:** Community Core Traditional Neighborhood Sub-district (CC-D)

**OVERLAY:** None

**NOTICE:** Notice was mailed to Property owners within 300 foot radius of subject property were mailed notice on May 9<sup>th</sup>, 2017 for a public hearing on May 23<sup>rd</sup>, 2017 at 5:30pm. Notice was posted in three public City locations on May 9<sup>th</sup>, 2017.

**REVIEWER:** Abby Rivin, AICP, Associate Planner

**RECOMMENDATION:** Staff recommends approval of the design review for the Sun Valley Dental Arts Mixed Use project provided that all action items are addressed.

**BACKGROUND**

The proposed building received Pre-Application Design Review approval on October 26<sup>th</sup>, 2015. The approval was for a 14,376 square foot mixed-use residential and commercial building. The approval expired one year from the approval date and no request to extend the approval was submitted to the City of Ketchum Planning and Building Department. The requirement for Pre-Application Design Review has been waived for this project. The Design Review application for the Sun Valley Dental Arts project has been continued from the Planning and Zoning Commission meetings of May 23<sup>rd</sup>, June 12<sup>th</sup>, July 10<sup>th</sup>, August 14<sup>th</sup>, September 11<sup>th</sup>, November 13<sup>th</sup>, and December 11<sup>th</sup>, 2017.

At the May 23<sup>rd</sup>, 2017 Planning & Zoning Commission, staff recommended denial of the application as the project did not meet city standards. Standards not met by the original submittal of the Sun Valley Dental Arts building design review application that have been addressed with the revised submittal received January 2<sup>nd</sup> and 3<sup>rd</sup>, 2018 include:

1. 17.124.040 Floor Area Ratios and Community Housing: The applicant did not have an exceedance with the City Council and the project did not meet this standard. *The project is now compliant as the applicant has added a 998 sq ft community housing unit in the basement of the proposed building.*

2. 17.125 Off Street Parking and Loading Calculations: The project did not provide the required number of on-site parking spaces under the previous ordinance. *The project is now compliant with recently adopted Ordinance No. 1158. The mix of uses in the proposed development require 7 total parking spaces, 3 of which can be accommodated with the on-street credit applicable to developments in the Community Core and 4 of which must be provided on-site. The applicant has provided 7 on-site parking spaces including one handicapped van space.*
3. 17.96.060.H.1-4. Snow Storage: The applicant did not indicate a snow storage area or provide propose a snowmelt system. *The applicant has provided a heated snowmelt system. In lieu of providing snow storage areas, the applicant has provided a heated snowmelt system for the exterior walks, entrances, stairs, and handicapped parking.*
4. 17.96.040 Construction management plan showing where staging will occur, where materials are stored, and a parking plan for contractors. If any staging or parking shall occur off site, a staging/parking plan must be submitted including materials storage, excavation (backfill) stockpile areas, job trailers, blue rooms, dumpsters and contractor parking. *A construction management plan was received by the Planning and Building Department on 1/03/2018.*

The subject property is located in the Community Core Traditional Neighborhood Sub-district (CC-D). The lot is 5,500 square feet and is located at 100 7<sup>th</sup> St, Ketchum Block 34 Lot 5. The applicant is proposing to construct a three-story mixed use building, which will be a total of 11,370 gross square feet, and a Floor Area Ratio (FAR) of 2.07 (11,370 sf/5,500 sf). The proposed mixed-use building will contain a business office (dental office) on the ground floor, two (2) residential units on the second floor, one (1) residential unit on the third floor, and one (1) community housing unit in the basement.

**STAFF ANALYSIS**

Staff analysis of the application is provided in Tables 1-5, including departmental comments and compliance of the project with the City of Ketchum Comprehensive Plan, CC-D Zoning requirements, Design Review standards, and other provisions of the Municipal Code.

**Table 1: Comprehensive Plan Analysis**

SUPPORTING SECTION	SUMMARY OF COMPLIANCE OF PROPOSED AMENDMENTS WITH THE 2014 COMPREHENSIVE PLAN
<b>Future Land Use</b>	
<b>Mixed-Use Commercial</b>	<p><b>Primary Uses:</b> The 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 (Areas in the ACI with this designation will require evaluation with regard to the provision of access, utility service, safety, and environmental impacts.)</p> <p><b>Secondary Uses:</b> Open space, places of worship and public uses are also appropriate.</p> <p><b>Characteristics and location:</b> 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 where development must be sensitively sited for viewshed and wildlife habitat protection.</p>
<b>Community Design and Neighborhoods</b>	
<b>Policy CD-1.1 Unique Design Elements for Identifiable Neighborhoods</b>	Each neighborhood or district should include a mix of design elements that will reinforce its unique design quality.
<b>Policy CD-1.3 Compatible Infill and</b>	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.

<b>Redevelopment Projects</b>	
<b>Housing</b>	
<b>Policy H-1.4 Integrated Housing in Business and Mixed-Use Areas</b>	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.
<b>Mobility</b>	
<b>Policy M-1.3 Compact Development and Housing Downtown and in Activity Centers</b>	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"/>		<b>Police Department:</b> No comment at this time.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<p><b>Fire Department:</b></p> <p><b>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.</b></p> <p>The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances.</p> <p>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.</p> <p>Vehicle parking and material storage during construction shall not restrict or obstruct public streets or access to any building. A <b>minimum</b> 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.</p> <p>An approved automatic fire sprinkler system shall be installed throughout the building per City of Ketchum Ordinance #1125 (<a href="http://www.ketchumfire.org">www.ketchumfire.org</a>) 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. <b>Water service lines to structures shall be hydraulically calculated for size to meet fire sprinkler flow requirements.</b> 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.</p> <p style="text-align: center;">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</p>



		<p>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.</p> <p>An approved monitored fire sprinkler alarm system shall be installed per City of Ketchum Ordinance #1125 (<a href="http://www.ketchumfire.org">www.ketchumfire.org</a>) and the requirements of NFPA 72. Two (2) sets of alarm system plans shall be submitted to the Ketchum Fire Department for approval and a permit is required prior to installation of alarm systems. Inspections of fire detection systems by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance. Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building.</p> <p>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.</p> <p>All new buildings shall have approved radio coverage for emergency responders within the building and at the exterior of the building following the International Fire Code, Section 510. The building will be tested by the City of Ketchum Communications Specialist and <b><u>may require additional radio equipment to meet the standard.</u></b></p> <p>Inspections of fire department permit required installations shall be scheduled at least 48 hours in advance.</p> <p>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 <a href="http://www.ketchumfire.org">www.ketchumfire.org</a>.</p> <p>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 <a href="http://www.ketchumfire.org">www.ketchumfire.org</a>.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><b>Public Works:</b></p> <ol style="list-style-type: none"> <li>Public Works Department agrees with the eight-foot (8') sidewalk being the proper size for the street and project however I am concerned with the curb lines not matching on First Ave. When lot 6 is developed, there will be a three-foot (3') jog in the curb line. It will look like someone made a mistake. I do not have a recommendation to solve the problem at this time, but as a condition of Design Review approval the sidewalk design must be approved prior to issuance of a building permit.</li> <li>It has been the cities practice for the last three years not to allow pavers to be used for city sidewalks.</li> <li>No other comments.</li> </ol>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><b>Utilities:</b></p> <p>If there are any grade changes to lowering the alley the old KSW line will need to be lowered to 6ft. The new water service will come off First Ave. as shown, and the old KSW service will need to be abandoned at the main. If a fire line is required the 2" service line shown may not be large enough. This will need to be established by the fire system engineer. Back flow protection will need to be a reduced pressure (RP) device per plumbing code on the dental office service. Three separate meters will need to be installed and impact fees on two of the units and the third will be credited from the existing service. All three units will need to pay the meter costs. There are sewer service stubs for 620 and 680 1<sup>st</sup> Ave. If the project covers both they may use both services. Existing sewer service lines will need to be protected or abandoned if they are not going to be used.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><b>Parks/Arborist:</b></p>

			Plant list and street trees look good. Looks like the applicant proposes to remove a conifer on SW corner and the City Arborist recommends its removal.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Building:</b> The building must meet 2012 International Building Code.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Planning and Zoning:</b> Comments are denoted throughout the staff report.

**Table 3: Zoning Standards 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"/>	<b>17.12.040</b>	<b>Minimum Lot Area</b>
			<i>Staff Comments</i>	<b>Required:</b> 5,500 square feet minimum. <b>Existing:</b> 5,500 square feet
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.040</b>	<b>Minimum Building Setbacks</b>
			<i>Staff Comments</i>	<b>Required:</b> Front (E. 7 <sup>th</sup> St.): 5' avg. Adjacent to alleyway: 3' Side (N. 1 <sup>st</sup> Ave): 5' avg. Rear: 0' Cantilevered decks and overhangs: 0'  <b>Proposed:</b> Front (E. 7 <sup>th</sup> St.): 8'-1" avg. Adjacent to alleyway: 3'-1" Side (N. 1 <sup>st</sup> Ave): 6'-1" avg. Rear: 1" Cantilevered decks and overhangs: 0'
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.040</b>	<b>Building Height</b>
			<i>Staff Comments</i>	<b>Required:</b> Maximum building height permitted in the Community Core is forty-two feet (42'), but a five-foot (5') increase in height is permitted when the maximum vertical distance from the lowest exposed finished floor to the highest point of the roof shall be no more than five feet (5') greater than the maximum height permitted in the zoning district.  <b>Proposed:</b> The highest point of the proposed building is forty- one feet and ten inches at the highest point (41'-10").
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.040.H</b>	<b>Curb Cut</b>
			<i>Staff Comments</i>	<b>Required:</b> A total of 35% of the linear footage of any street frontage can be devoted to access to off street parking. <b>Proposed:</b> 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"/>	<b>17.125</b>	<b>Parking Spaces</b>
			<i>Staff Comments</i>	Off-street parking standards of this chapter apply to any new development and to any new established uses. <b>Parking Standards</b> The mix of uses in the proposed development require 7 total parking spaces, three (3) of which can be accommodated with the on-street credit applicable to developments in the Community Core and four (4) of which must be provided on-site. The applicant has provided seven (7) on-site parking spaces. The parking requirements and configuration of on-site parking spaces are detailed below.

			<p><b>17.125.040 Off Street Parking and Loading Calculations:</b></p> <p><b>A1. Multiple Uses:</b> 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 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><b>Non-residential, in zoning districts other than LI-1, LI-2, and LI-3:</b> 1 parking space per 1,000 gross square feet.</p> <p><b>Residential multiple-family dwelling within the Community Core (CC) District and the Tourist (T) District, Tourist 3000 (T-3000), and Tourist 4000 (T-4000):</b> 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><b>Required:</b>  Non-residential: <math>2,822/1,000 = 3</math> spaces  Residential: Apartment 1= 1,999 net square feet requires 1 parking space  Apartment 2= 1,799 net square feet requires 1 parking space  Apartment 3= 3,633 net square feet requires 2 parking spaces  Community Housing Unit is exempt  Total: 7 parking spaces required  Net total required on-site: 4</p> <p><b>Proposed:</b>  There are seven (7) parking spaces proposed on-site on the first floor including a space for a handicap van. Three (3) car storage spaces are proposed in the basement and are accessed via a parking elevator system and designated on the building plans.</p> <p><b>17.125.060 Bicycle Parking:</b>  <b>B. Spaces Required:</b> All uses, other than one family dwellings, are required to provide one (1) bicycle rack, able to accommodate at least two (2) bicycles, for every four (4) parking spaces required by the proposed use. At a minimum, one (1) bicycle parking rack shall be required per development.</p> <p>The applicant has provided three (3) bike racks located near the front entrance of the building</p>										
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>17.124.040</b></p> <p><b>Floor Area Ratios and Community Housing</b></p> <p><b>Staff Comments</b></p> <p><b>Permitted in CC</b>  Permitted Gross FAR: 1.0  Inclusionary Housing Incentive: 2.25</p> <p><b>Proposed</b>  FAR: 2.07 (11,370 sf/5,500 sf)</p> <p><b>Gross Floor Area</b></p> <table border="1"> <tr> <td>Basement</td> <td>N/A</td> </tr> <tr> <td>First-Floor</td> <td>3,503</td> </tr> <tr> <td>Second-Floor</td> <td>4,039</td> </tr> <tr> <td>Third-Floor</td> <td>3,828</td> </tr> <tr> <td>Total</td> <td>11,370</td> </tr> </table> <p><b>Community Housing</b>  CH incentive: The applicant shall provide <b>998 square feet</b> of community housing either on-site or elsewhere within the City of Ketchum, or pay a fee in-lieu.</p> <ol style="list-style-type: none"> <li>Increase in SF above FAR = 5,871 SF (11,371 sf– 5,500 sf)</li> <li>20% of CH incentive to be deed restricted or pay fee in lieu: 1,268.8 sf: (5,871 · .20 = 1,174 sf)</li> <li>Reduced by 15% to account for circulation, mechanical, etc.: 998 sf: (1,174.8 · .85 = 998 sf)</li> </ol>	Basement	N/A	First-Floor	3,503	Second-Floor	4,039	Third-Floor	3,828	Total	11,370
Basement	N/A												
First-Floor	3,503												
Second-Floor	4,039												
Third-Floor	3,828												
Total	11,370												

				<i>The applicant has provided a 998 sf community housing unit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.130 & 17.08.020	<b>Zoning Matrix &amp; Definitions</b>
			<i>Staff Comments</i>	<p><b>17.18.130: Community Core District (CC)</b>  <b>A. Purpose.</b> 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><b>D. Subdistricts.</b> Subdistricts specify areas of special characteristic within the community core which are designated on the City of Ketchum Zoning Map.</p> <p><b>17.08.020 – Definitions</b>  <b>Mixed Use:</b> 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> <p><b>Office, Business:</b> An establishment wherein the primary use is the conduct of a business or profession including, but not limited to, accounting, design services, computer software, information systems, engineering, insurance, legal services, management and administration, organization and association offices, psychology, real estate, travel and medical offices. Medical care facilities and hospitals are not included in this definition.</p> <p><b>Dwelling, Multiple-Family:</b> A building, under single or multiple ownership, containing two (2) or more dwelling units used for residential occupancy.</p> <p><b>Residential Occupancy:</b> The more or less permanent place of abode for an individual, and shall not include short term occupancy nor timeshare occupancy. A structure, dwelling or room restricted by the terms of this title to residential occupancy shall not be used for short term occupancy for more than thirty (30) days during any one calendar year and shall not be used for timeshare occupancy.</p> <p><b>Floor Area, Gross:</b> The sum of the horizontal area of the building measured along the outside walls of each floor of a building or portion of a building, including stair towers and elevators on the ground floor only, and fifty percent (50%) of atriums over eighteen feet (18’) plate height, but not including basements, underground parking areas or open unenclosed decks. Parking areas covered by a roof portion of the building and enclosed on three (3) or more sides by building walls are included. Four (4) parking stalls for developments on single Ketchum town site lots of five thousand six hundred (5,600) square feet in size or less are not included in the gross floor area calculation.</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 <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(A)(1) Streets	<b>The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.</b>
			<i>Staff Comments</i>	<i>The property is served by a public roadway. This standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(A)(2) Streets	<b>All street designs shall be approved by the City Engineer.</b>
			<i>Staff Comments</i>	<i>The Public Works Department reviewed the proposed street design. .</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(B)(1)	<b>All projects under 17.96.010(A) that qualify as a “Substantial Improvement” shall install sidewalks as required by the Public Works Department.</b>
			<i>Staff Comments</i>	<i>The applicant is proposing to install sidewalks along N. 1<sup>st</sup> Ave. and E. 7<sup>th</sup> St.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060 (B)(2)c	<b>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.</b>

			<i>Staff Comments</i>	<p>Sidewalks will be constructed to conform to City's right-of-way standards, subject to modifications as approved by the City Engineer / Public Works Director. The right of way along E. 7<sup>th</sup> St. is a sixty-foot (60') right of way, and along N. 1<sup>st</sup> Ave. the right of way is eighty-feet (80'). The applicant is proposing a five-foot (5') sidewalk along E. 7<sup>th</sup> St., and an eight-foot (8') sidewalk along N. 1<sup>st</sup> Ave.</p> <p>The Public Works Department has concerns regarding the proposed sidewalk configuration along N. 1<sup>st</sup> Ave., however no recommendation has been provided for a reconfiguration of the proposed sidewalk.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060 (B)(3)	<p><b>Sidewalks may be waived if one of the following criteria is met:</b></p> <ol style="list-style-type: none"> <li>The project comprises an addition of less than 250 square feet of conditioned space.</li> <li>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.</li> </ol>
			<i>Staff Comments</i>	N/A.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060 (B)(4)	<p><b>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.</b></p>
			<i>Staff Comments</i>	The applicant is proposing sidewalks along N. 1 <sup>st</sup> Ave. and E. 7 <sup>th</sup> St. which are equal to the length of the subject property lines adjacent to the existing public streets.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060 (B)(5)	<p><b>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.</b></p>
			<i>Staff Comments</i>	The proposed sidewalks meet these requirements. The final design of the new sidewalks shall receive approval from the City Public Works Department prior to the issuance of a building permit.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060 (B)(6)	<p><b>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.</b></p>
			<i>Staff Comments</i>	Staff does not recommend a contribution in-lieu for this project.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(1)	<p><b>All storm water shall be retained on site.</b></p>
			<i>Staff Comments</i>	The applicant has satisfied this requirement.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(2)	<p><b>Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.</b></p>
			<i>Staff Comments</i>	All drainage improvements meet this requirement.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(3)	<p><b>The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.</b></p>
			<i>Staff Comments</i>	Additional drainage improvements are not recommended at this time.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(4)	<p><b>Drainage facilities shall be constructed per City standards.</b></p>
			<i>Staff Comments</i>	The proposed drainage facilities satisfy this requirement. The Public Works Department has reviewed the drainage facilities and has no concerns at this time.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(D)(1)	<p><b>All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.</b></p>
			<i>Staff Comments</i>	The applicant is aware of this requirement and the plans show all utility locations. The applicant will coordinate with the appropriate utility companies to relocate the existing power boxes located at the northeast corner of the property. See Table 1 for further comment from the City Utilities department.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(D)(2)	<p><b>Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.</b></p>

			<i>Staff Comments</i>	<i>The applicant is aware of this requirement. All utilities will be located underground and all utility, power, and communication lines within the development will be concealed from public view.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(D)(3)	<b>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.</b>
			<i>Staff Comments</i>	<i>The applicant is aware of this requirement and will comply with these standards and receive approval from the City Engineer prior to the issuance of a building permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(E)(1)	<b>The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.</b>
			<i>Staff Comments</i>	<i>As indicated in the renderings, materials are in keeping with the architecture and overall design of the surrounding properties, and the proposed signing does not conflict with the adjoining structures. The adjoining structure is smaller in scale and is currently in use as the Sun Valley Dental Arts offices, and zoned as CC-D.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(E)(2)	<b>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.</b>
			<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)	<b>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.</b>
			<i>Staff Comments</i>	<i>N/A. There is no building located on-site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(1)	<b>Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.</b>
			<i>Staff Comments</i>	<i>The proposed building provides unobstructed pedestrian access to the sidewalk along E. 7<sup>th</sup> Street. The proposed entryway is clearly defined.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(2)	<b>The building character shall be clearly defined by use of architectural features.</b>
			<i>Staff Comments</i>	<p><i>The northwest façade, which faces E. 7<sup>th</sup> Street, is considered the front façade of the proposed building. The design at the northwest façade is primarily horizontal in nature. The applicant is proposing to utilize board formed concrete in sandblast open face at the first floor, and the opening includes glazing and is clearly defined. The second and third level includes deck space which is consistent with the horizontal nature of the façade, and includes glass railing and dark bronze fascia.</i></p> <p><i>The southwest facing façade which fronts N. 1<sup>st</sup> Avenue, is vertical in nature. The applicant has broken up the vertical massing by including horizontal design elements. At the lower level the applicant has included glazing which opens the location to pedestrian traffic. The second and third floors include deck space, overhung by the roof brow which extends over the deck space below, serve to break up the vertical massing.</i></p> <p><i>The northeast facing façade, which faces the alleyway, is clad in board formed concrete and cement panel siding. The proposed parking garage elements and garbage location are screened from view. From alley view the structure is vertical in nature, however the appearance of bulk is broken up by the use of materials at the lower level, which provide separate and distinctive elements from the upper floors.</i></p> <p><i>The southeast façade faces the interior property line. The façade utilizes fiber cement panel siding and board formed concrete.. Staff recognizes that the façade is not required to break up the appearance of bulk and flatness per City Code section 17.96.070 (B)(1) located in Table 4. However, staff encourages the applicant to employ a combination of materials and architectural features reduce to appearance of bulk. Additional glazing is not recommended at the southeast facing façade as future development at the adjacent lot may eventually hid these elements.</i></p> <p><i>For further discussion on the materials proposed by the applicant, see comment located in under 17.96.060.F.3.</i></p>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(3)	<b>There shall be continuity of materials, colors and signing within the project.</b>
			<i>Staff Comments</i>	<i>The proposed materials, colors and signing of the project satisfy this requirement. The applicant is proposing a combination of board formed concrete in sandblast open face, corrugated metal exposed steel, and smooth lap siding throughout. ACM panels are posed at the base of each proposed deck on all sides. Glazing is proposed at the northeast, northwest and southwest facing façades, accented by earl gray spandrel glazing.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(4)	<b>Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.</b>
			<i>Staff Comments</i>	<i>The proposed landscape features, which primarily front N. 1<sup>st</sup> Ave. and E. 7<sup>th</sup> St., serve to compliment the principal building. No accessory structures, fences, or walls have been proposed at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(5)	<b>Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.</b>
			<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 the northeast, northwest and southwest facing façades. The applicant is proposing a variation in material and material color palette along the all façades, with the exception of the southeast facing façade, which serves to provide depth and reduce the appearance of bulk and flatness.</i>  <i>Staff recognizes that the façade is not required to break up the appearance of bulk and flatness per City Code section 17.96.070 (B)(1) located in Table 4. However, staff encourages the applicant to employ a combination of materials and architectural features to reduce to appearance of bulk at the southeast facing façade. Additional glazing is not recommended at the southeast facing façade as future development at the adjacent lot may eventually hide these elements. See Table 4 for further staff comment.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(6)	<b>Building(s) shall orient towards their primary street frontage.</b>
			<i>Staff Comments</i>	<i>The building is located on the corner of N. 1<sup>st</sup> Ave and E. 7<sup>th</sup> St. The front entrance of the building orients towards E. 7<sup>th</sup> Street.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(7)	<b>Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.</b>
			<i>Staff Comments</i>	<i>The proposed plans indicate that the garbage closet area is to be screened and enclosed at the southeast portion of the property, and is proposed to be located off the alleyway.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(8)	<b>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.</b>
			<i>Staff Comments</i>	<i>The design of the building is such that pedestrian gathering areas are covered by a roof overhang located along E. 7<sup>th</sup> St. The proposed awning does not extend over the property line.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(G)(1)	<b>Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.</b>
			<i>Staff Comments</i>	<i>There are multiple pedestrian access points which are located in such a way as to connect with existing sidewalks that run parallel to the subject property. There are no existing, or anticipated easements on the site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(G)(2)	<b>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.</b>
			<i>Staff Comments</i>	<i>Per City Code: 17.08.020, an <b>awning</b> 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 balconies do not fall into this category. Additionally, the balconies do not extend past the property line. The Public Works Department has reviewed the proposed balcony configuration and has no concerns at this time.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(G)(3)	<b>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.</b>
			<i>Staff Comments</i>	<i>The proposed on-site parking areas are located from the adjacent alleyway and located within the building. The seven on-site parking spaces, which are accessed from the alleyway, are unlikely to significantly impede pedestrian or vehicle circulation around the site. Staff does not recommend additional signage at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(G)(4)	<b>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.</b>
			<i>Staff Comments</i>	<i>No curb cut is proposed. The applicant proposes that the driveway entrance are to be 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)	<b>Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.</b>
			<i>Staff Comments</i>	<i>Emergency and service vehicles can access the site from both N. 1<sup>st</sup> Ave., E. 7<sup>th</sup> St., and the side 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)	<b>Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.</b>
			<i>Staff Comments</i>	<i>In lieu of providing snow storage areas, the applicant has provided a heated snowmelt system for the exterior walks, entrances, stairs, and handicapped parking. The roof is proposed to be internally drained and will receive most of the snow accumulation on-site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(H)(2)	<b>Snow storage areas shall be provided on-site.</b>
			<i>Staff Comments</i>	<i>See above comment.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(H)(3)	<b>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.</b>
			<i>Staff Comments</i>	<i>See above comment.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(H)(4)	<b>In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.</b>
			<i>Staff Comments</i>	<i>The applicant has provided a heated snowmelt system for exterior walks, entrances, stairs, and handicapped parking.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(1)	<b>Landscaping is required for all projects.</b>
			<i>Staff Comments</i>	<i>Landscaping is provided and denoted in the landscaping plans.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(2)	<b>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.</b>
			<i>Staff Comments</i>	<i>All landscape materials and vegetation types specified satisfy this requirement. See comment from the City Arborist located in Table 1.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(3)	<b>All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.</b>
			<i>Staff Comments</i>	<i>See above.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(4)	<b>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.</b>
			<i>Staff Comments</i>	<i>Landscaping is proposed along both N. 1<sup>st</sup> Ave and E. 7<sup>th</sup> St which includes Alpine Currant, Gro-Low Fragrant Sumac, Oregon Grape Holly, Slowmound Mugo Pine, and Swiss Mountain Pine, Mugo Pine. All on-site irrigation is to be drip or sub surface irrigation.</i>



<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(J)(1)	<b>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.</b>
			<i>Staff Comments</i>	<i>Three (3) bike racks are located near the front entrance of the building. One trash receptacle is proposed within the public right of way. All proposed lighting shall be in compliance with Ketchum Municipal Code, Chapter 17.132, Dark Skies, and approved prior the issuance of a Certificate of Occupancy.</i>

**Table 5: Design Review Standards for Community Core Projects**

<b>IMPROVEMENTS AND STANDARDS: 17.96.070 - Community Core (CC) Projects</b>				
In addition to the requirements of section 17.96.060 of this chapter, unless otherwise specified, the standards of this section apply to projects in the Community Core district. The purpose of this section is to ensure the addition of high quality architecture for new development, while maintaining the unique character of existing building stock found in the Community Core.				
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 A(1)	<b>Street trees, street lights, street furnishings, and all other street improvements shall be installed or constructed as determined by the Public Works Department.</b>
			<i>Staff Comments</i>	<i>See comment from the Public Works Department located in Table 1. The applicant is currently proposing to reconstruct the sidewalk along E. 7<sup>th</sup> St and N. 1<sup>st</sup> Ave. All final street trees, street lights, and street furnishings, and other street improvements shall be approved by the Public Works Department upon final inspection, and prior to the issuance of a Certificate of Occupancy.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(A)(2) Streets	<b>Street trees with a minimum caliper size of three (3") inches, shall be placed in tree grates.</b>
			<i>Staff Comments</i>	<i>The City Arborist has reviewed the street tree location and the plant list and has no concerns at this time. The final street tree caliper size shall be approved by the City Arborist upon final inspection, and prior to the issuance of a Certificate of Occupancy.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070(A)(3)	<b>Due to site constraints, the requirements if this subsection 17.96.070. (A) may be modified by the Public Works Department.</b>
			<i>Staff Comments</i>	<i>N/A. No modifications to the requirements of this subsection 17. 96.070. (A) have been recommended by the Public Works Department at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(1)	<b>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.</b>
			<i>Staff Comments</i>	<i>The facades facing N. 1<sup>st</sup> Ave., E. 7<sup>th</sup> St, and the alleyway have been designed to include both solid surfaces and window openings intended to avoid the creation of blank walls. See staff comment in Table 3, section 17.96.060(F) (3) for further detail.</i>  <i>The southeast wall adjoins an interior side property line and will be designed to meet building code fire separation requirements. The southeast façade facing an interior side property line is located less than five-feet (5') from the property line, and is not required to provide both solid surfaces and window openings, nor to employ architectural elements, materials, and colors as the front facing façade. Staff recognizes that the applicant may not be required to provide treatments to reduce the appearance of bulk and flatness at the southeast facing faced, the applicant is encouraged to employ materials to break up the façade.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(2)	<b>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.</b>
			<i>Staff Comments</i>	<i>Storefront windows and doors into the main entrance of the building are proposed. The ground floor is proposed to be used for dental office space. Where appropriate, windows may be non-transparent to preserve patient privacy.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(3)	<b>For nonresidential portions of buildings, front facades shall be designed to not obscure views into windows.</b>
			<i>Staff Comments</i>	<i>The design of the front facing façade (E. 7<sup>th</sup> St.) does not obscure views into windows where appropriate.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(4)	<b>Roofing forms and materials shall be compatible with the overall style and character of the structure. Reflective materials are prohibited.</b>
			<i>Staff Comments</i>	<i>A flat top roof which is compatible with the overall style and character of the structure, is proposed. No reflective materials have been proposed at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(5)	<b>All pitched roofs shall be designed to sufficiently hold all snow with snow clips, gutters, and downspouts.</b>
			<i>Staff Comments</i>	<i>A flat top roof is proposed and will be internally drained.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(6)	<b>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.</b>
			<i>Staff Comments</i>	<i>No roof overhangs over a public sidewalk are propose. Currently, the proposed balconies extend over the portion of sidewalk that is located on the applicant's property.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070 (B)(7)	<b>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.</b>
			<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)	<b>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.</b>
			<i>Staff Comments</i>	<i>The proposed trash disposal area is located at the south-east corner of the principal building. The trash disposal area is fully enclosed within the building, and is proposed to be screened from public. The trash disposal area is not proposed to be located within the public right of way. 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)	<b>Roof and ground mounted mechanical and electrical equipment shall be fully screened from public view. Screening shall be compatible with the overall building design.</b>
			<i>Staff Comments</i>	<i>The applicant will work ensure to that all roof and ground mounted mechanical and electrical equipment be fully screened from public view. 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. All roof and ground mounted mechanical and electrical equipment shall be fully screened from public view. The applicant will continue to work with the appropriate utilities agencies to locate utilities boxes. 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)	<b>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.</b>
			<i>Staff Comments</i>	<i>A conifer located at the southwest corner of the lot is proposed to be removed. The City Arborist has recommended that the tree be removed from its current location. Two little leaf lindens are proposed within the public right of way.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(D)(2)	<b>Trees that are placed within a courtyard, plaza, or pedestrian walkway shall be placed within tree wells that are covered by tree grates.</b>
			<i>Staff Comments</i>	<i>Two street trees located within the pedestrian walk way are proposed. The trees are proposed to be located within tree wells and are covered by grates. See comments from the City Arborist located in Table 1.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070(D)(3)	<b>The city arborist shall approve all parking lot and replacement trees.</b>
			<i>Staff Comments</i>	<i>N/A. A parking lot is not proposed nor is replacement tree.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070(E)(1)	<b>Surface parking lots shall be accessed from off the alley and shall be fully screened from the street.</b>

			<i>Staff Comments</i>	<i>N/A. All on-site parking is located off of the alley and is proposed to be located within the building.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070(E)(2)	<b>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.</b>
			<i>Staff Comments</i>	<i>N/A. See above.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(E)(3)	<b>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.</b>
			<i>Staff Comments</i>	<i>The applicant is proposing two street trees located within the pedestrian walk way. All on-site ground cover and low lying shrubs shall be planted within planters and planter boxes, in conformance with this standard.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(F)(1)	<b>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.</b>
			<i>Staff Comments</i>	<i>The applicant is proposing three on-sight bicycle racks, located near the front entrance of the property. Each proposed bicycle rack is able to accommodate at least two (2) bicycles. There are currently three (13) parking spaces required by the proposed uses on-site. The number of proposed bicycle racks satisfies this requirement. All bike racks shall be located on private property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(F)(2)	<b>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.</b>
			<i>Staff Comments</i>	<i>See 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)	<b>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.</b>
			<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 application and supporting plans as presented, subject to conditions 1-14 below.

**COMMISSION OPTIONS**

1. **Denial of the Application:** “Motion to deny the application from the owner Ben Franz for the Design Review application for the Sun Valley Dental Arts building, finding the application **does not** meet the standards for approval under Chapter 17.96 of Ketchum Zoning Code, for the following reasons: [cite findings for denial].”
2. **Approval of the Application:** “Motion to approve the application from the owner Ben Franz for the Design Review application for the Sun Valley Dental Arts building, finding the application meets the standards for approval under Chapter 17.96 of Ketchum Zoning Code with the following conditions: [insert conditions of approval here]”
3. **Continuation of the Application:** “Motion to continue the application from owner Ben Franz to a date certain of [insert date of meeting].”

**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. A letter from a licensed design professional shall be provided, detailing the specifications and capacity of the proposed parking elevator lift system;
8. 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;
9. The applicant shall coordinate with the Public Works Department to determine the final sidewalk configuration around the site, prior to the issuance of a Building Permit;
10. The construction management plan shall be approved by the Public Works Department, prior to issuance of a Building Permit;
11. The proposed residential units on the second and third floor are approved for Multi-Family use only per Ketchum Municipal Code, Chapter 17.12.020;
12. 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;
13. The project shall comply with the requirements of 17.124.040 as adopted on the date a building permit is submitted for the project; and
14. All Utilities standards shall be met prior to the issuance of a building permit.

ATTACHMENTS:

- A. Application
- B. Response to Public Works Comment, dated: 04/04/17
- C. Updated Plans, dated: 01/02/2018 & 01/03/2018

# ATTACHMENT A. APPLICATION



City of Ketchum  
Planning & Building

**CERTIFIED  
COMPLETE**  
3/20/17 KO

OFFICIAL USE ONLY	
File Number:	17-010
Date Received:	3/20/17
By:	K. Owens
Pre-Application Fee Paid:	
Design Review Fee Paid:	<input checked="" type="checkbox"/>
Approved Date:	
Denied Date:	
By:	C. Anderson
ADRE: Yes	<input type="checkbox"/> No <input checked="" type="checkbox"/>

### Design Review Application

APPLICANT INFORMATION				
Project Name: Sun Valley Dental Arts		Phone: 208-629-9033		
Owner: Ben Franz		Mailing Address: 620 1st Ave N, Ketchum, ID 83340		
Email: benfranz4@gmail.com				
Architect/Representative: Jeff Mathis - Architect		Phone: 435-619-6613		
Email: jm@mrwdesign.com		Mailing Address: 251 Hilton Dr, Suite 202, St. George, UT 84770		
Architect License Number: AR-986038				
Engineer of Record: Stephen Butler, P.E. (Benchmark Associates)		Phone: 208-726-9512		
Email: svgeotech@gmail.com		Mailing Address: PO Box 733, Ketchum, ID 83340		
Engineer License Number: 9392				
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: Ketchum Block 34 Lot 5				
Street Address: 680 N 1st Ave				
Lot Area (Square Feet): 5,501				
Zoning District: CC-D (Community Core- Traditional Neighborhood)				
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: Dentist Office and Condominiums		Number of Residential Units: 3		
TOTAL FLOOR AREA				
	Proposed		Existing	
Basements	4,340	Sq. Ft.	n/a	Sq. Ft.
1 <sup>st</sup> Floor	4,340 includes elev. & stairs	Sq. Ft.	n/a	Sq. Ft.
2 <sup>nd</sup> Floor	3,995 excl. elev., stairs, & decks	Sq. Ft.	n/a	Sq. Ft.
3 <sup>rd</sup> Floor	3,995 excl. elev., stairs, & decks	Sq. Ft.	n/a	Sq. Ft.
Mezzanine		Sq. Ft.	n/a	Sq. Ft.
Total	16,666	Sq. Ft.	n/a	Sq. Ft.
FLOOR AREA RATIO				
Community Core: 2.24		Tourist:	General Residential-High:	
BUILDING COVERAGE/OPEN SPACE				
Percent of Building Coverage: 79%				
DIMENSIONAL STANDARDS/PROPOSED SETBACKS				
Front: 5' Seventh Street	Side: 6.5' First Ave	Side: 5' Alley	Rear: 0.5'	
Building Height: 41'-9"				
OFF STREET PARKING				
Parking Spaces Provided: 6 garage spaces; 4 public spaces (including 1 ADA stall)				
Curb Cut: Alley access 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.



Signature of Owner/Representative

2/24/17

Date

SAMANTHA STAHLWEVER

BENCHMARK ASSOCIATES, P.A.

## DESIGN REVIEW EVALUATION STANDARDS

(May not apply to Administrative Design Review):

### 17.96.060: IMPROVEMENTS AND STANDARDS FOR ALL PROJECTS

#### A. Streets:

1. The applicant shall be responsible for all costs associated with providing a connection from an existing city streets to their development.
2. All streets designs shall be in conformance with the right-of-way standards and approved by the Public Works Director.

#### B. Sidewalks:

1. All projects under 17.96.010(A) that qualify as a "Substantial Improvement" shall install sidewalks in conformance with the right-of-way standards. Sidewalk improvements may be waived for projects that qualify as a "Substantial Improvement" which comprise additions of less than 250 square feet of conditioned space.
2. 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.
3. 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.
4. 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 Public Works Director. Any approved in-lieu contribution shall be paid before the city issues a certificate of occupancy.

#### C. Drainage:

1. All storm water shall be retained on site.
2. Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.
3. The Public Works Director may require additional drainage improvements as necessary, depending on the unique characteristics of a site.

4. Drainage facilities shall be constructed per city standards and designed by a licensed civil engineer.

D. Utilities:

1. All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.
2. Utilities shall be located underground and utility, power and communication lines within the development site shall be concealed from public view.
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 approved by the Public Works Director.

E. Compatibility of Design:

1. The project's materials, colors and signing shall be complementary to the townscape, surrounding neighborhoods and adjoining structures.
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.
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.

F. Architectural:

1. Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.
2. The building character shall be clearly defined by use of architectural features.
3. There shall be continuity of materials, colors and signing within the project.
4. Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.
5. Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.
6. Building(s) shall orient towards their primary street frontage.
7. Sufficient garbage and recycling areas shall be provided onsite.
8. Garbage and recycling storage areas, satellite receivers and mechanical equipment shall be screened from public view and located off alleys.
9. 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.

G. Circulation Design:

1. Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.
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.



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.
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 Public Works Director may increase the minimum distance requirements.
5. Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.

**H. Snow Storage:**

1. Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.
2. Snow storage areas shall be provided on-site.
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.
4. In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.

**I. Landscaping:**

1. Landscaping is required for all projects.
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.
3. All plant species shall be drought tolerant. Native species are recommended but not required.
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.

**J. Public Amenities:**

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 be approved by the Public Works Director prior to design review approval from the Commission.

**17.96.070: COMMUNITY CORE (CC) PROJECTS**

In addition to the requirements of section 17.96.060, unless otherwise specified, the below standards apply to projects in the Community Core district.

**A. Streets:**

1. A minimum of one (1) street tree shall be required for every forty (40') feet of street frontage, including both street frontages on corner lots, the location of which shall be determined by the Public Works Director.
2. Street trees, street lights, street furnishings and all other street improvements are required to be in conformance with the right-of-way standards and approved by the Public Works Director.

**B. Architectural:**

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.
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.
3. For nonresidential portions of buildings, front facades shall be designed to not obscure views into windows.
4. Roofing forms and materials shall be compatible with the overall style and character of the structure. Reflective materials are prohibited.
5. All pitched roofs shall be designed to sufficiently hold all snow with snow clips, gutters and downspouts.
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 Director.
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.

**C. Service Areas and Mechanical/Electrical Equipment:**

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.
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.

**D. Landscaping:**

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.
2. Trees that are placed within a courtyard, plaza or pedestrian walkway shall be placed within tree wells that are covered by tree grates.
3. The city arborist shall approve all parking lot and replacement trees.

**E. Surface Parking Lots:**

1. Surface parking lots shall be accessed from off the alley and shall be fully screened from the street.
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.
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.

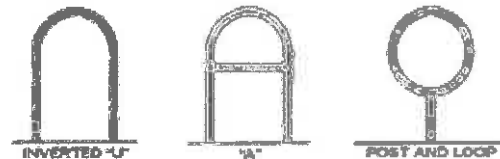
F. Bicycle Parking:

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.
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.
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.

Supports frame in two places:



Appropriate designs:



Inappropriate designs:



**17.96.080: NOTICE:**

All property owners adjacent to properties under application for design review shall be notified by mail ten (10) days prior to the meeting of the date at which said design review is to be considered by the Commission.

**17.96.090: TERMS OF APPROVAL:**

A. Design Review Approval

1. 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.
2. Application must be made for a building permit with the Ketchum planning and building department during the twelve (12) month term. Once a building permit has been issued, the design review approval shall be valid for the duration of the building permit.
3. Unless an extension is granted as set forth below, failure to file a complete building permit application for a project in accordance with these provisions shall cause said approval to be null and void.

B. Extensions of Design Review Approval.

1. For design review approvals pertaining to "civic" buildings, the Administrator may, upon written request by the holder, grant a maximum of two (2) twelve (12) month extensions to an unexpired design review approval.

2. For design review approvals pertaining to all other buildings, the city may, upon written request by the holder, grant a maximum of two (2) twelve (12) month extensions to an unexpired design review approval. The first twelve (12) month extension shall be reviewed by the Administrator. The second twelve (12) month extension shall be reviewed by the Commission. Whether or not an extension is warranted shall be based on the following considerations:
  - a. Whether there have been significant amendments to ordinances which will apply to the subject design review approval;
  - b. Whether significant land use changes have occurred in the project vicinity which would adversely impact the project or be adversely impacted by the project;
  - c. Whether hazardous situations have developed or have been discovered in the project area; or
  - d. Whether community facilities and services required for the project are now inadequate.
3. If any of the foregoing considerations are found to exist with regard to the project for which an extension is sought, an extension will not be granted and the city shall issue this decision in writing; otherwise the city shall approve such an extension. No extensions shall be granted for an expired design review approval.

**17.96.100: FEES AND COSTS:**

Each applicant for design review approval shall pay to the city certain fees and costs to reimburse the city the reasonable costs of administering and regulating this chapter, including reimbursement for city engineer fees. Said fees and refunds, if any, shall be set by resolution of the Council and shall be paid prior to scheduling of an application before the Commission for design review consideration. Said fees shall be nonrefundable.

## DESIGN REVIEW APPLICATION CERTIFICATION OF COMPLETENESS

Project Name: <u>Sun Valley Dental Arts</u>	Reviewed by: <u>K. Owens / C. Anderson</u>
Date: <u>3/20/17</u>	Time: <u>2:39 PM</u>

### REQUIRED DOCUMENTS (CHECK ALL THAT APPLY):

- Design review application form including project name, location, applicant, owner, project representatives and contact information.
- One (1) PDF electronic set of the complete application containing all requirements as listed below, plans appropriately scaled, shall be submitted. Electronic record of the materials and color sample board may be satisfied with photos. One (1) hardcopy set of scalable plans showing at a minimum the following:
  - Vicinity map, to scale, showing the project location in relationship to neighboring buildings and the surrounding area. Note: a vicinity map must show location of adjacent buildings and structures.
  - Drainage plan (grading, catch basins, piping, and dry-wells).
  - Utilities plan (location and size of water and sewer mains and services, gas, electric, TV and phone).
  - Site plan, to scale, showing proposed parking (including parking stall dimensions), loading, general circulation and snow storage. List square footage of subject property including lot dimensions.
  - Landscape plan (existing landscaping on the site shown and adjacent right-of-way as retained, relocated or removed; proposed landscaping including species type, size and quantity).
  - Floor plan. List gross and net square footage for each floor. List occupancy classification and type of construction.
  - Detailed elevations of all sides of the proposed building and other exterior elements (colors, materials).
  - Exterior lighting plan, pursuant to chapter 17.132, showing location, height, type and lumen output; spec sheets for fixtures; illuminance levels/photometrics for area lighting. *(lighting detail included throughout plans)*
  - One (1) 11" x 17" materials and colors sample board showing all exterior materials used on the façade of the structure. A digital copy may be sufficient as approved by the Administrator. *(electronic)*
  - Construction management plan showing where staging will occur, where materials are stored and parking plan for contractors. If any staging or parking shall occur off-site, a staging/parking plan must be submitted including materials storage, excavation (backfill) stockpile areas, job trailers, blue rooms, dumpsters and contractor parking. *checked @ B7 in detail*

Building corners for all proposed buildings and additions shall be staked on the site and all trees proposed to be removed shall be flagged at least one week prior to the Commission meeting. The applicant shall install story poles, or other approved method, at the maximum roof peaks of the proposed buildings as required by the Administrator. *Applicant notified*

For projects requiring pre-application design review, a model or computer simulation renderings, as described in subsection 17.96.010(C) of this chapter shall be required.

*Pre-DR<sup>on</sup> 10/26/15*

- For new multi-tenant buildings, a master signage plan shall be submitted.
- The Administrator may waive some submittal requirements if it is determined the information is not relevant to the design review.
- Other information as required by the Administrator or the Commission.
- Design review fee shall be submitted as described in section 17.96.100 of this chapter.

**STAFF COMMENTS:**

<i>None.</i>
<i>-Ko</i>

ATTACHMENT B. RESPONSE TO PUBLIC WORKS  
COMMENT, DATED: 04/04/17

---

**From:** Sam Stahlnecker <sam@bma5b.com>  
**Sent:** Tuesday, April 04, 2017 11:06 AM  
**To:** Brian Christiansen  
**Cc:** Chase Gouley; Jeff Mathis; 'Ben Franz'  
**Subject:** Sun Valley Dental Arts

Hi Brian,

Thanks for meeting with Chase and me this morning to review your comments on the Sun Valley Dental Arts project. Below is a summary of our conversation on each of your comments.

## 2. *Public Works - Streets Department Comment*

- a. How does the curb line up with the existing curb to the South on First Ave? please show on plans. The proposed curb location along the 1<sup>st</sup> Avenue frontage is in accordance with the City of Ketchum right-of-way standards. There is no curb located along Lot 6's frontage; however, curb along Lot 7 is approximately 5 feet from the property line. A transition from the proposed curb to the existing curb along Lot 7 frontage (3' difference) would take place in front of Lot 6 if it were to be developed in the future.
- b. ADA ramp at NE corner needs more truncated dome coverage. Per Chapter R305.2.1, item #2 in the United States Access Board's *Proposed Rights-of-Way Guidelines* "Where the ends of the bottom grade break are behind the back of curb and the distance from either end of the bottom grade brake to the back of curb is 1.5 m (5.0 ft) or less, detectable warning surfaces shall be placed on the ramp run within one dome spacing of the bottom grade break." We also discussed the general layout of each curb ramp and why each layout was chosen. Please reference the link to PROWAG's website below.
- c. Drywell on Seventh needs a catch basin, show on plans. Catch basin will be added to plans.
- d. No pavers in ROW. The applicant team is unaware of the city code section that prohibits pavers in the right of way and requested Brian send that section of the code.
- e. More detail and discussion needed on slopes for curb, gutter, sidewalk and patch back area in street. City raised concern about 0.5% slope in alley. Applicant pointed out maximum cross slope constraint as reasoning for 0.5% slope.
- f. Drywell detail depth may not be adequate, our typical drywell is a minimum of 10 feet deep. Applicant is unaware of City of Ketchum standard drywell detail. Drywell design spreadsheet demonstrates adequacy of proposed drywell size; however, drywell depth will be increased to 10' to satisfy request.
- g. If existing drywell is used, project needs to verify if adequate for need and rebuild if necessary. Applicant will coordinate with city to determine functionality of existing drywell by measuring depth of existing drywell.
- h. Connecting pipe from catch to drywell on First Ave. needs upsized. Pipe upsized to 12".
- i. Encroachment permit/maintenance agreement needed for planters. To clarify, the property line is the back of sidewalk. No planters are proposed within the right-of-way.
- j. Permeable pavement needs more discussion before approved. Permeable pavement is proposed on private property and will be maintained by the property owner.
- k. More discussion and detail needed on street lighting. Applicant will reach out to Inovus to determine lighting requirements within the right-of-way.

PROWAG link: <https://www.access-board.gov/guidelines-and-standards/streets-sidewalks/public-rights-of-way/proposed-rights-of-way-guidelines/chapter-r3-technical-requirements>



Can we expect the City of Ketchum code section prohibiting pavers by the end of the week? Let me know if you have any questions or comments on the above meeting summary.

Thanks,

Samantha Stahlnecker  
Benchmark Associates  
100 Bell Drive  
Ketchum, ID 83340  
(208) 726-9512 ext. 118  
(208) 726-9514 [fax]

ATTACHMENT C. UPDATED PLANS, DATED: 01/02/2018 &  
01/03/2018



Sun Valley Dental Arts Building - Perspective View



Sun Valley Dental Arts Building - Cover Sheet

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AI

1/2/18

**Zoning Calculations**

**FAR**

Meets Code:

<b>Gross Floor Area</b>	
Basement	N/A
First	3,503
Second	4,039
Third	3,828
<b>Total</b>	<b>11,370 Sq Ft Gross</b>

FAR  
 5,500 Sq Ft Lot x 2.25 FAR = 12,375 Sq Ft Maximum Permitted  
 11,370 Sq Ft Proposed / 5,500 Sq Ft Lot = 2.07 FAR Proposed

**Parking**

Meets Code:

<b>Parking Provided Onsite</b>		<b>Parking Code Req'd</b>	
Handicapped Van	1 Space	Professional	3 Spaces
Garage	3 Spaces	Residential	4 Spaces
Garage Storage	3 Spaces	<b>Total</b>	<b>7 Spaces</b>
<b>Total</b>	<b>7 Spaces</b>	Req'd Onsite 7 - 4 =	3 Spaces

**CHU - Community Housing Unit**

Meets Code:

11,370 - 5,500 = 5,870  
 20% of 5,870 = 1,174  
 85% of 1,174 = 998 Sq Ft Net  
 OR  
 \$40.46 x 5,870 = \$237,500.20

**Setbacks**

Meets Code:

East	3'	Required	3'1"	Proposed
South	0'	Required	1"	Proposed
North	5'	Average Req'd	1" Min, 8'1" Average	(First Floor & Basement) Proposed
Total	5'	Average Req'd	1" Min, 8'1" Average	(First Floor & Basement) Proposed

**Building Height**

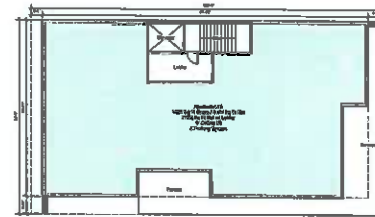
Meets Code:

Southwest Corner Maximum Building Height 40.82' High  
 Maximum Height Permitted 42'

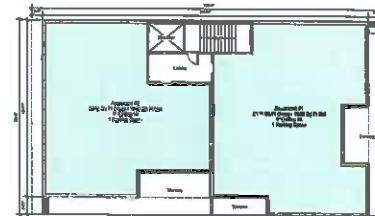
**Snow Storage**

Meets Code:

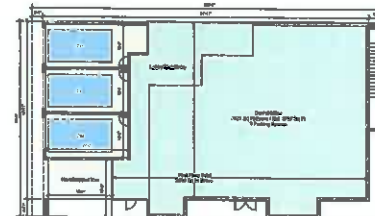
Heated Snowmelt System  
 Exterior Walks, Entrances, Stairs & Handicapped Parking



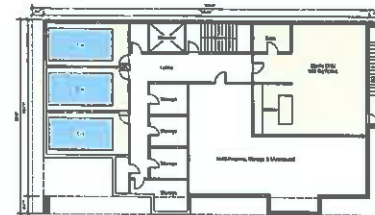
Third Floor 3828 Sq Ft Gross



Second Floor 4039 Sq Ft Gross

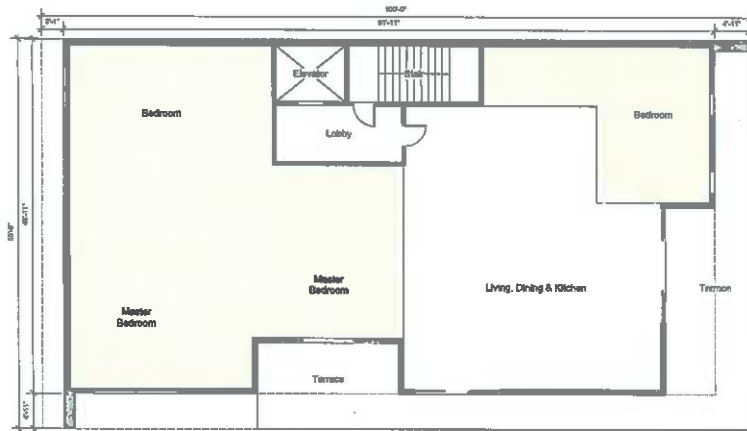


First Floor 3503 Sq Ft Gross

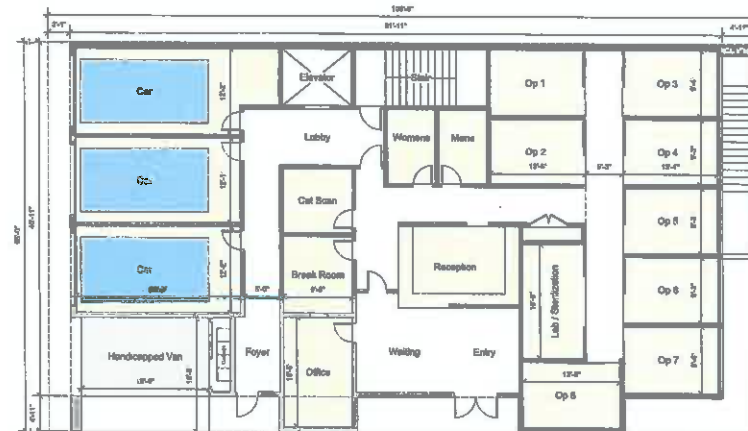


Basement Level

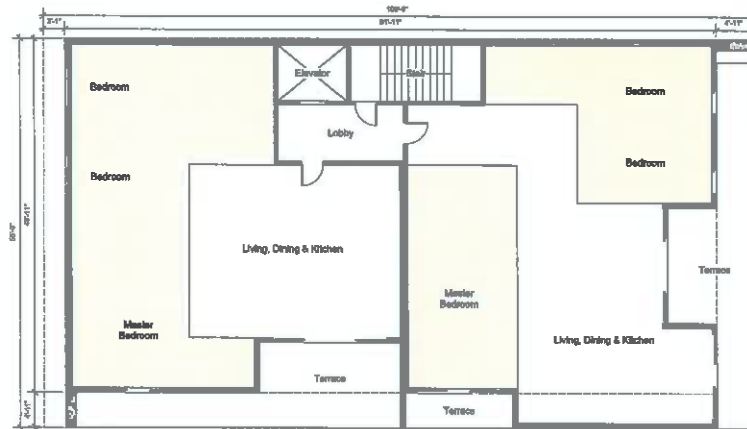




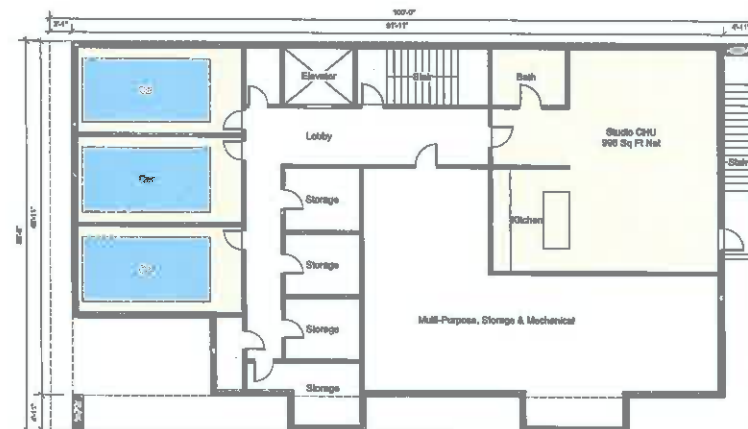
Third Floor Plan



First Floor Plan



Second Floor Plan



Basement Plan



Sun Valley Dental Arts Building - Floor Plans 1/8" = 1'-0"

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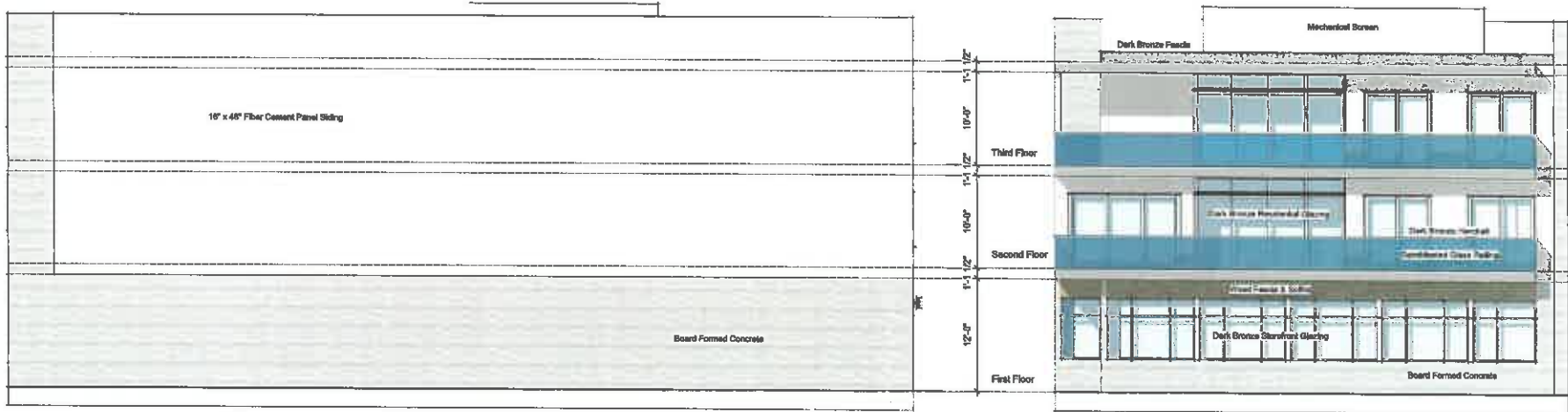
A3

1/2/18



East Elevation

North Elevation



South Elevation

West Elevation

Sun Valley Dental Arts Building - Elevations 3/16" = 1'-0"

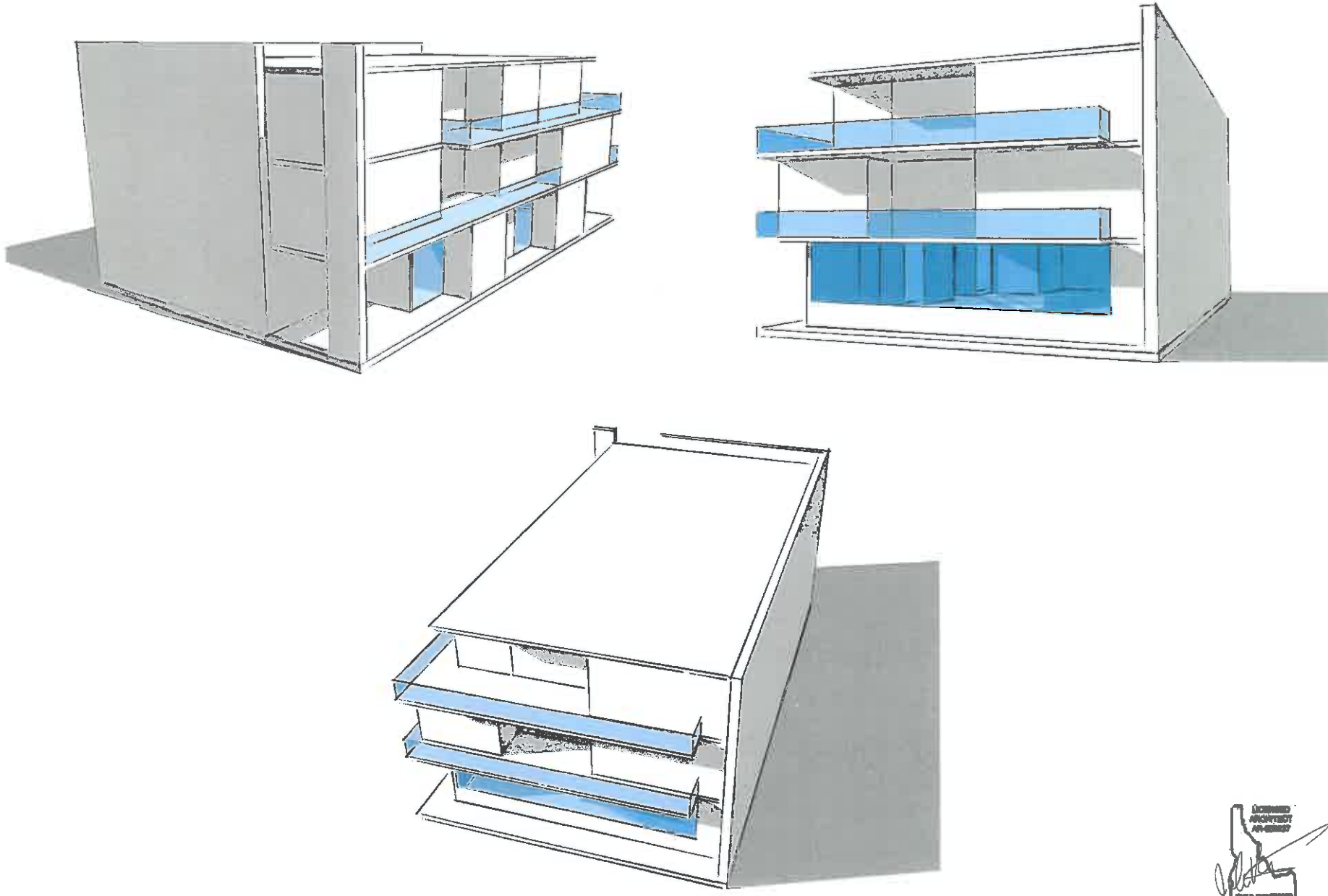
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A4

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Sun Valley Dental Arts Building - Massing Study Sketches

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A5

1/2/18

No.	Description	Signature	Date

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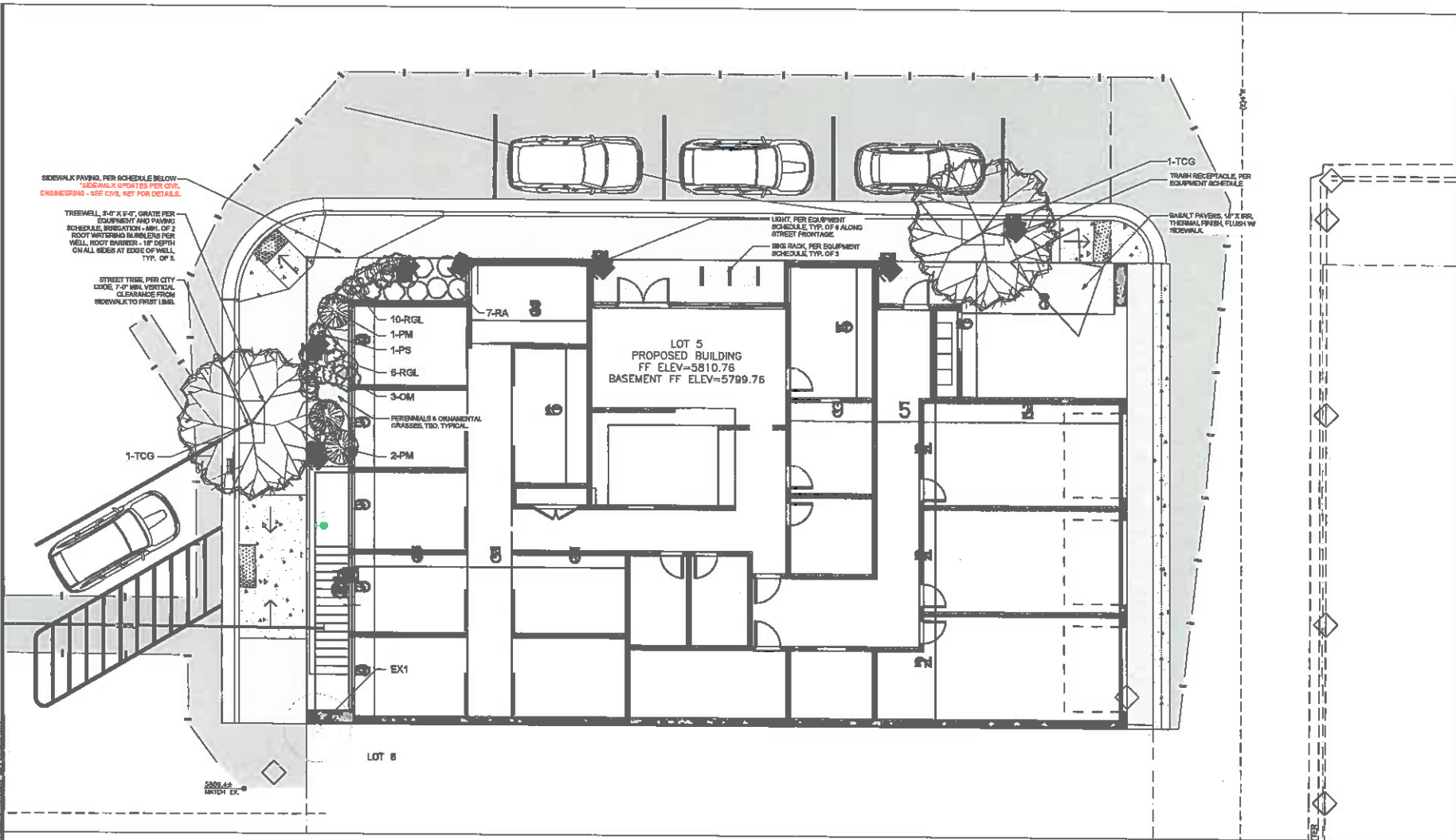
**DRAFT**  
 NOT FOR CONSTRUCTION

**SV DENTAL ARTS  
 STREETSCAPE DESIGN**  
 620 1ST AVE. N | KETCHUM, ID | 83340

**LANDSCAPE  
 PLAN**

Date: 01.23.2016  
 Drawn By: AB  
 Checked By: CC  
 File: 100 7th byla.dwg  
 Sheet No.

**L1.0**

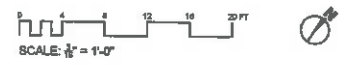


**Plant List - Types**

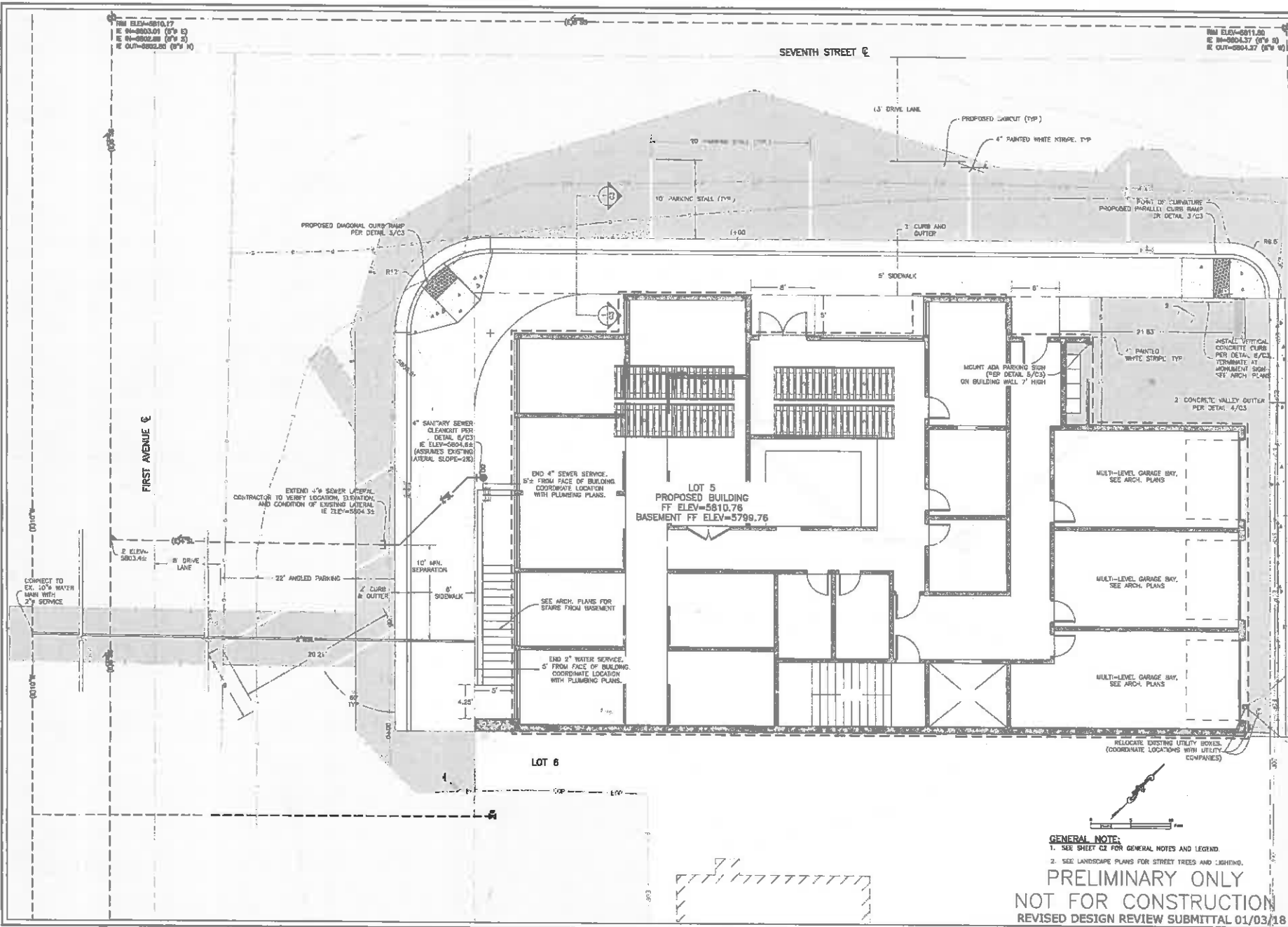
ID	Qty	Common Name	Botanical Name	Size	Spacing
RA	7	Alpine Currant	Ribes alpinum	10 GAL	6
RCL	16	Dark-Low Fragrant Sumac	Rhus aromatica 'Vitifolia'	10 GAL	14.5
CH	3	Chrysanthemum Holly	Abies concolor	10 GAL	12
PS	1	Stonewall Maple	Acer spicatum	10 GAL	8
PL	3	Native Mountain Pine, Mugo Pine	Pinus mugo 'mugo'	10 GAL	24
TR	2	Shoreline Larch	Larix laricina	10 GAL	40

- GENERAL NOTES**
- GRASSES PER CIVIL ENGINEER.
  - ALL IRRIGATION, ON-SITE, TO BE DRIP OR SUB SURFACE.

**EQUIPMENT AND PAVING SCHEDULE:**  
 TRASH RECEPTACLE: 32 GAL. PERFORATED TRASH RECEPTACLE. AVAILABLE FROM BYD RECREATION, 800-883-8374, INSTALL PER MANUFACTURER.  
 BIKE RACK: "L-RACK" MODEL, UT184-S, AVAILABLE FROM BELJEN OUTDOORS, 800-383-5964, INSTALL PER MANUFACTURER.  
 LIGHT: 8009, AVAILABLE FROM BIDA, 805-844-6523, INSTALL PER MANUFACTURER - DARK BRY LIGHT.  
 TRINK GRATE: RRI16 (VEHICLE COLLECTION), 2'-0" X 2'-0", AVAILABLE FROM NEEMAN FOUNDRY, INSTALL PER MANUFACTURER.  
 SIDEWALK PAVING: HOLLAND STONE IN 60 DEGREE HERRINGBONE, INSTAL. PER MANUFACTURER.  
 PERFORATED PAVING: H20 DABLAN, AVAILABLE FROM BELWARD, 877-255-4273, INSTALL PER MANUFACTURER.







NO.	DATE	BY



BENCHMARK ASSOCIATES, P.A.  
 P.O. BOX 733 100 BELL DRIVE  
 KETCHUM, IDAHO 83349  
 (208) 726-9512  
 FAX 726-9514  
 WEB: WWW.BHAA8.COM  
 MAIL: WWW.BHAA8.COM

**SITE AND UTILITY PLAN**  
 KETCHUM BLOCK 34 LOT 5  
 T4N, R17E, SEC 13, B.M., BLAINE COUNTY, IDAHO  
 PREPARED FOR: SUN VALLEY DENTAL ARTS

DRAWN BY:	SJS
DESIGNED BY:	SJS
CHECKED BY:	SB
DATE:	2/24/17
PROJECT NO.:	17018

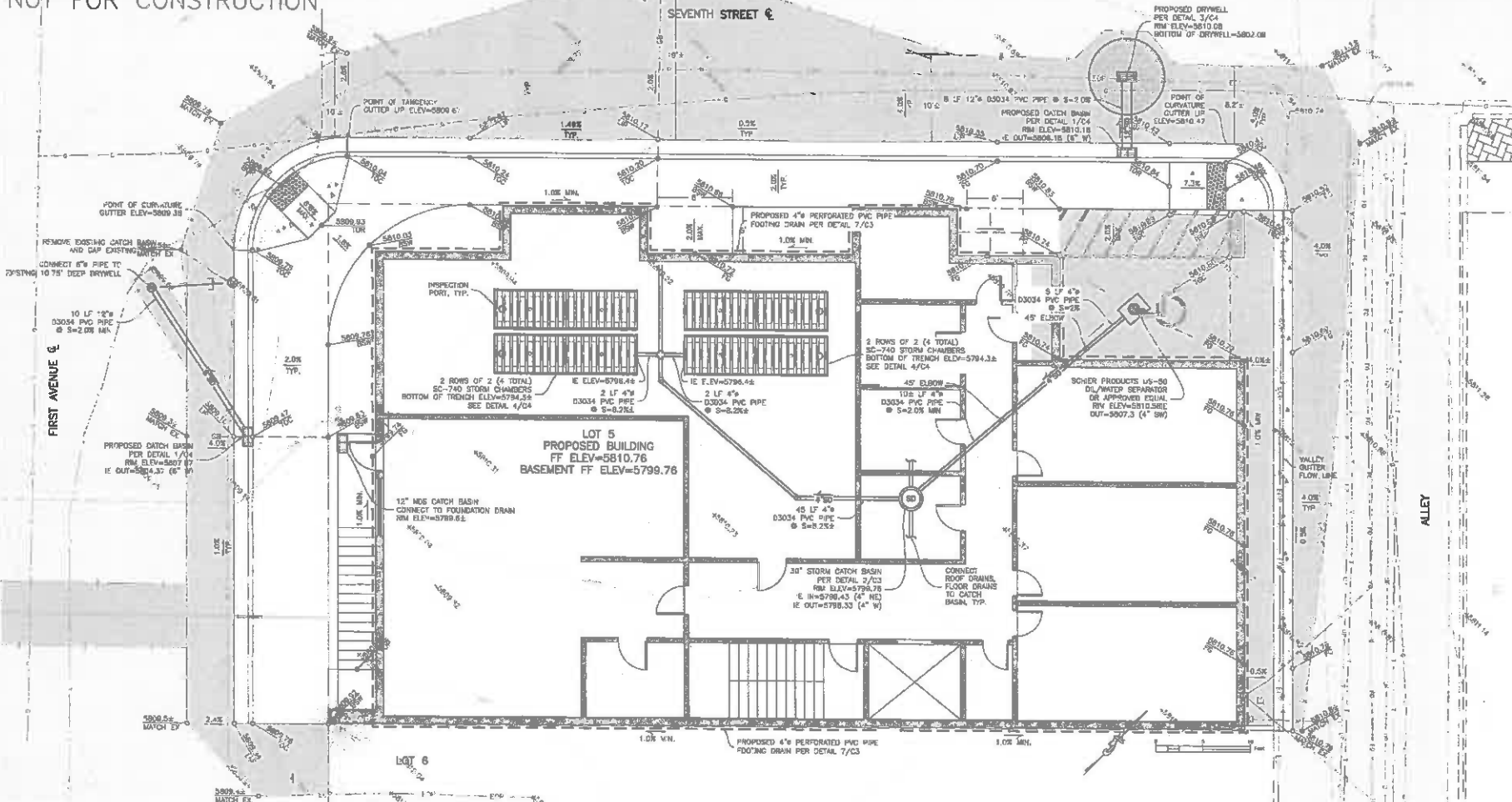
SHEET NUMBER

**C-1**

**GENERAL NOTE:**  
 1. SEE SHEET C2 FOR GENERAL NOTES AND LEGEND.  
 2. SEE LANDSCAPE PLANS FOR STREET TREES AND LIGHTING.

**PRELIMINARY ONLY**  
**NOT FOR CONSTRUCTION**  
 REVISED DESIGN REVIEW SUBMITTAL 01/03/18

PRELIMINARY ONLY  
NOT FOR CONSTRUCTION



- GENERAL NOTES:**
- CONTRACTOR SHALL FIELD VERIFY THE LOCATIONS OF ALL EXISTING UTILITIES BEFORE COMMENCING CONSTRUCTION. ANY CONFLICT SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER.
  - THE CONTRACTOR SHALL NOTIFY DIGLINE (1-800-342-1525) AND THE CITY OF KETCHUM UTILITIES DEPT. (1-208-726-7825) AT LEAST 48 HOURS PRIOR TO BEGINNING CONSTRUCTION ACTIVITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO EXISTING UTILITIES EXPOSED DURING CONSTRUCTION.
  - THE CONTRACTOR SHALL BE RESPONSIBLE FOR DUST CONTROL DURING THE CONSTRUCTION OF ALL ITEMS HEREON. DUST CONTROL SHALL BE CONTINUOUS DURING CONSTRUCTION, 24 HOURS PER DAY 7 DAYS PER WEEK. THE CONTRACTOR SHALL FOLLOW THE REQUIREMENTS OF THE STORM WATER POLLUTION PREVENTION PROGRAM AT ALL TIMES UNTIL PERMANENT EROSION CONTROL IS ESTABLISHED.
  - CONSTRUCTION OF WATER MAINS AND ALL OTHER RELATED APPURTENANCES SHALL BE IN ACCORDANCE WITH THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION (SPWC), IDAPA 38.01.04, IDAHO RULES FOR PUBLIC DRINKING WATER SYSTEMS AND THE CITY OF KETCHUM UTILITIES DEPARTMENT STANDARDS.
  - CONTRACTOR SHALL PERFORM TEST, DISINFECT, AND CONDUCT BIOLOGICAL TESTING IN ACCORDANCE WITH THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION (SPWC), AMERICAN WATER WORKS ASSOCIATION (AWWA) STANDARDS, AND THE PRESSURE TESTING, DISINFECTION, AND MICROBIOLOGICAL TESTING PROCEDURES.
  - THE CONSTRUCTION OF WATER MAINS SHALL BE IN ACCORDANCE WITH IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION (SPWC) AND THE CITY OF KETCHUM UTILITIES DEPARTMENT STANDARDS.
  - ALL WATER SUPPLY FITTINGS, FITTINGS, PIPING AND ALL RELATED APPURTENANCES SHALL BE ANSI/NSF STD. 61 COMPLIANT.
  - ALL WATER SUPPLY FITTINGS, FITTINGS, PIPING AND ALL RELATED APPURTENANCES SHALL COMPLY WITH THE LOW LEAD ACT REQUIRING ALL MATERIALS TO HAVE A LEAD CONTENT EQUAL TO OR LESS 0.05%.
  - CONTRACTOR SHALL USE ANSI/NSF STANDARD 60 CHEMICALS AND COMPOUNDS DURING INSTALLATION & OPERATION OF POTABLE WATER MAIN.
  - ELECTRICAL SERVICE TO BE DESIGNED BY IDAHO POWER AT THE REQUEST OF THE DEVELOPER FOR SPECIFIC PROJECT.
  - ALL UTILITIES INCLUDING NATURAL GAS, ELECTRICAL, TELEPHONE AND CABLE TO BE EXTENDED UNDERGROUND.
  - STORM DRAIN PIPE SHALL HAVE 2" MIN. COVER AND A SLOPE OF 2% MIN.
  - CONSTRUCTION STAKING SHALL BE PROVIDED BY BENCHMARK ASSOCIATES.
  - CONTRACTOR SHALL PROVIDE AS-BUILT RECORDS TO ENGINEER.

**LEGEND**

	PROPERTY BOUNDARY		PROPOSED 4" SEWER SERVICE LATERAL
	EXISTING EDGE OF PAVEMENT		PROPOSED OIL/WATER SEPARATOR
	BURIED COMMUNICATIONS LINE		PROPOSED MANHOLE
	EXISTING UNDERGROUND POWER		PROPOSED 4" STORM DRAIN (2" MIN. COVER, 2% MIN. SLOPE)
	EXISTING GAS		PROPOSED FOOTING DRAIN
	EXISTING FIBER OPTICS		PROPOSED CATCH BASIN
	EXISTING SEWER MANHOLE		PROPOSED SAWCUT
	EXISTING SEWER MAIN		
	EXISTING SEWER SERVICE		
	EXISTING KETCHUM SPRINKLER WATER MAIN		
	EXISTING 10" WATER MAIN		
	PROPOSED CONCRETE SIDEWALK		
	PROPOSED CURBS AND OUTLET		
	PROPOSED SPOT GRADE ELEVATION		
	FINISHED GRADE		
	LIP		
	95% TOP		
	80% TOP		
	MATCH EX.		
	TOP OF RAMP		
	BOTTOM OF RAMP		
	MATCH EXISTING GRADE		
	TOP OF STAIRS		



NO.	REVISIONS	DATE	BY



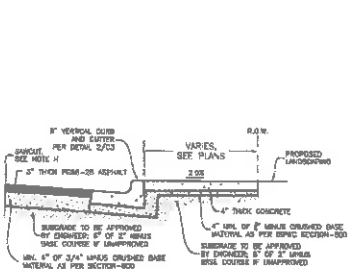
BENCHMARK ASSOCIATES, P.A.  
P.O. BOX 733 100 BELL DRIVE  
KETCHUM, IDAHO 83340  
(208) 726-9512  
FAX 726-9514  
WEB: WWW.BMASH.COM  
MAIL: WWW.BMASH.COM

**GRADING AND DRAINAGE PLAN**  
KETCHUM BLOCK 34 LOT 5  
T4N, R17E, SEC 13, B.M., BLAINE COUNTY, IDAHO  
PREPARED FOR: SUN VALLEY DENTAL ARTS

DRAWN BY: SKS  
DESIGNED BY: SKS  
CHECKED BY: SB  
DATE: 2/21/17  
PROJECT NO.: 17018

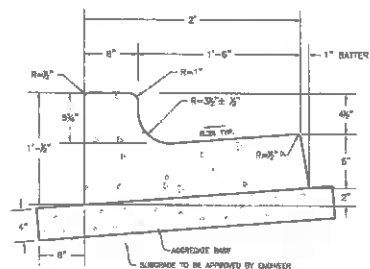
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**C-2**



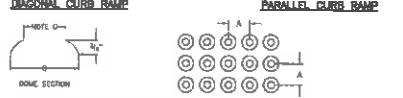
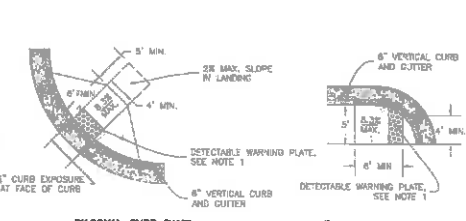
- NOTES:**
- SECTION SHOWN AND WIDTH TO BE ESTABLISHED OR APPROVED BY THE OWNER.
  - WALK TO BE COMPACTED TO EXCEED MIN. OF STANDARD DENSITY.
  - SLOPE SUFFICIENT TOWARD THE STREET NOT TO EXCEED 1/4" PER FOOT (0.25 FT/FT) UNLESS OTHERWISE SPECIFIED BY THE OWNER.
  - SCORES AT INTERVALS TO MATCH WIDTH OF WALK NOT TO EXCEED 3 FEET SPACING.
  - 1/2-INCH TRANSVERSE PREFORMED EXPANSION JOINTS AT THE TERMINAL POINTS FOR CURVE AND WHERE SIDEWALK IS PLACED BETWEEN TWO PERMANENT FOUNDATIONS. PLACE 1/2-INCH EXPANSION JOINT MATERIAL ALONG THE BACK OF WALK THE FULL LENGTH.
  - MATERIALS AND CONSTRUCTION ACCORDING TO DIVISION 700 AND AS FOLLOWS:
    - RESIDENTIAL: 4" MIN. AS SPECIFIED BY OWNER
    - COLLECTOR AND AERIAL: 6" MIN. AS SPECIFIED BY OWNER
    - BUSINESS DISTRICT: 8" MIN. AS SPECIFIED BY OWNER
  - GENERALLY WITH REINFORCING STRIP AND 3" ROLLED CURB HAS A THICKNESS OF 6-INCHES.
  - SUBCUT EDGEWALK VARIES, SEE PLANS.

**5 FRONTAGE IMPROVEMENTS SECTION**  
SCALE: N.T.S.



- NOTES:**
- GRADE AND ALIGNMENT TO BE ESTABLISHED OR APPROVED BY THE DESIGNER AND THE PUBLIC AGENCY HAVING JURISDICTION.
  - BASE: 4-INCH COMPACTED DEPTH OF 3/4-INCH MAX. CRUSHED AGGREGATE BASE MATERIAL. PLACE AS SPECIFIED AND PAID UNDER SECTION-802 (SEE SPEC) COMPACTED TO EXCEED 95% OF STANDARD PROCTOR.
  - 1/2-INCH PREFORMED EXPANSION JOINT MATERIAL (ASPHITO M 213) AT TERMINAL POINTS OF WALK.
  - CONTINUOUS PLACEMENT PREFORMED, SCORE INTERVALS 10-FOOT MAXIMUM SPACING (8-FOOT W/ SIDEWALK).
  - MATERIALS AND CONSTRUCTION IN COMPLIANCE WITH BEING SPECIFICATIONS.
  - BACKFILL AS PER SECTION-700.
  - SECURE RIGHT-OF-WAY PERMIT BEFORE BEGINNING CONSTRUCTION IN PUBLIC RIGHT-OF-WAY.
  - STANDARD CURBS TO BE USED ON:
    - 1. COLLECTOR AND AERIAL SHEETS, UNLESS OTHERWISE INDICATED.
    - 2. ALL RISES PLUS 6-FOOT EACH END WITH SMOOTH TRANSITION TO ROLL CURB.
    - 3. 8" WALK CLOSING CURBS.
    - 4. SEE 800-700 FOR CURB CONSTRUCTION WHEN SIDEWALK IS INCLUDED.

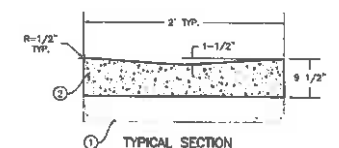
**6 VERTICAL CURB AND GUTTER**  
SCALE: N.T.S.



DOME SPACING	
MIN	MAX
A	1.8" / 2.3"
B	7.8" / 7.8"

- (2'-EACH) 34" x 24" CAST IRON PLACE CAST IRON DETECTABLE WARNING PLATE INSTALLED AT FACE OF CONCRETE RAMP. MANUFACTURER: MEDIAN MODEL # 4904-248 OR APPROVED EQUAL. MEETS ADA STANDARDS.
- CONCRETE RAMP SECTION SHALL CONSIST OF 1" CONCRETE OVER 4" OF 1/2" SPREAD OVER 8" OF 3" MAX.

**3 CURB RAMP**  
SCALE: N.T.S.



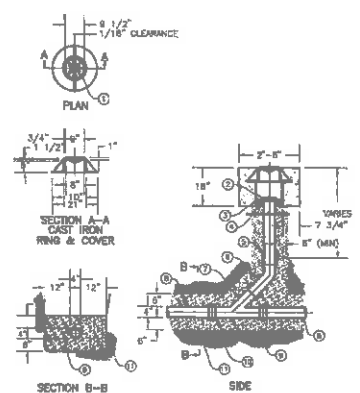
- LEGEND:**
- 8-INCH AGGREGATE BASE
  - CONCRETE
- NOTES:**
- GRADE OF GUTTER MINIMUM D.S.V.
  - EXPANSION JOINT 1/2-INCH PREFORMED JOINT MATERIAL (ASPHITO M 213).

**4 CONCRETE VALLEY GUTTER**  
SCALE: N.T.S.



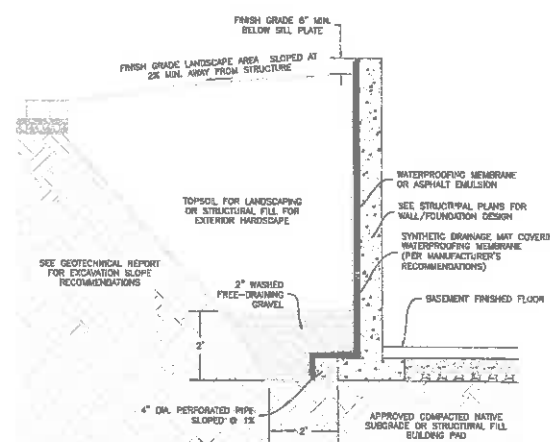
- NOTES:**
- SIGNS PER MUTED R7-6 AND R7-5P.
  - SIGN SHALL HAVE A MINIMUM CLEARANCE OF 7 FEET.

**5 ADA PARKING SIGN & INSTALLATION**  
SCALE: NONE

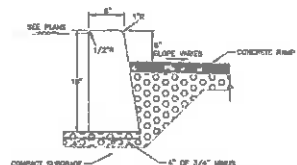


- LEGEND:**
- 4 - 1" DIA. HOLES ON 3 1/2" MIN.
  - WOODWORK PLUG
  - 12" DIA. x 1" PVC DIP OR CN
  - FIBER JOINT MATERIAL
  - PVC ASTM 301A
  - 45° BEND
  - 1" FTINGS
  - EXISTING OR NEW PIPE
  - TYPE 1 BEDDING MATERIAL
  - MINOR EQUIP. OR APPROVED SUBSTITUTION
  - UNCOMPACTED MATERIAL

**6 6" SANITARY SEWER CLEANOUT**  
SCALE: NONE



**7 FOUNDATION DRAIN**  
SCALE: NONE



- 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 MAX. CRUSHED AGGREGATE BASE MATERIAL. PLACE AS SPECIFIED AND PAID UNDER SECTION-802 (SEE SPEC) COMPACTED TO EXCEED 95% OF STANDARD PROCTOR.
  - 1/2-INCH PREFORMED EXPANSION JOINT MATERIAL (ASPHITO M 213) AT TERMINAL POINTS OF WALK.
  - CONTINUOUS PLACEMENT PREFORMED, SCORE INTERVALS 10-FOOT MAXIMUM SPACING (8-FOOT W/ SIDEWALK).
  - MATERIALS AND CONSTRUCTION IN COMPLIANCE WITH BEING SPECIFICATIONS.
  - BACKFILL AS PER SECTION-700.
  - SECURE RIGHT-OF-WAY PERMIT BEFORE BEGINNING CONSTRUCTION IN PUBLIC RIGHT-OF-WAY.
  - STANDARD CURBS TO BE USED ON:
    - 1. COLLECTOR AND AERIAL SHEETS, UNLESS OTHERWISE INDICATED.
    - 2. ALL RISES PLUS 6-FOOT EACH END WITH SMOOTH TRANSITION TO ROLL CURB.
    - 3. 8" WALK CLOSING CURBS.
    - 4. SEE 800-700 FOR CURB CONSTRUCTION WHEN SIDEWALK IS INCLUDED.
  - CONCRETE VERTICAL CURB

**8 CONCRETE VERTICAL CURB**  
SCALE: NONE



**REVISIONS**

No.	DESCRIPTION	DATE	BY



BENCHMARK ASSOCIATES, P.A.  
P.O. BOX 733 100 BELL DRIVE  
KETCHUM, IDAHO 83340  
(208) 726-9512  
FAX 726-9514  
WEB: WWW.BMAES.COM  
MAIL: WWW.BMAES.COM

**DETAILS**

KETCHUM BLOCK 34 LOT 5  
T-AN, R-7E, SEC 13, E.M., BLAINE COUNTY, IDAHO

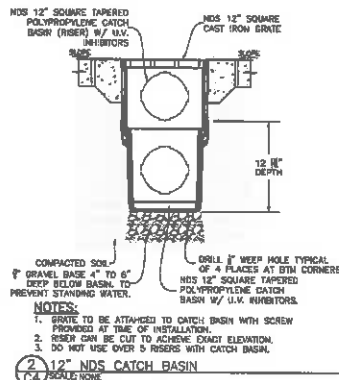
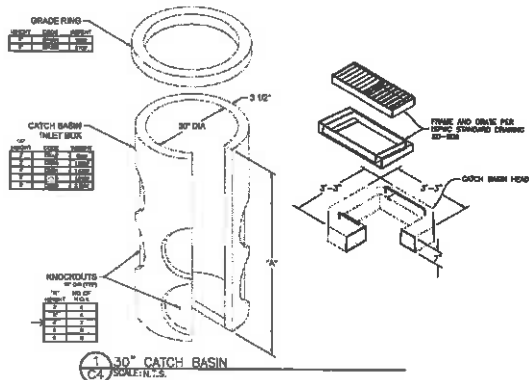
PREPARED FOR: SUN VALLEY DENTAL ARTS

DRAWN BY: SCS  
DESIGNED BY: SCS  
CHECKED BY: SB  
DATE: 2/24/17  
PROJECT NO.: 17018

SHEET NUMBER

PRELIMINARY ONLY  
NOT FOR CONSTRUCTION  
REVISED DESIGN REVIEW SUBMITTAL 01/03/18

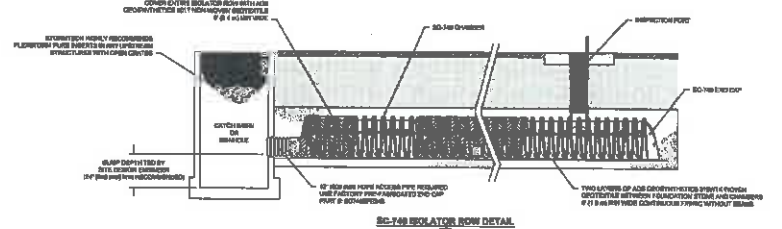
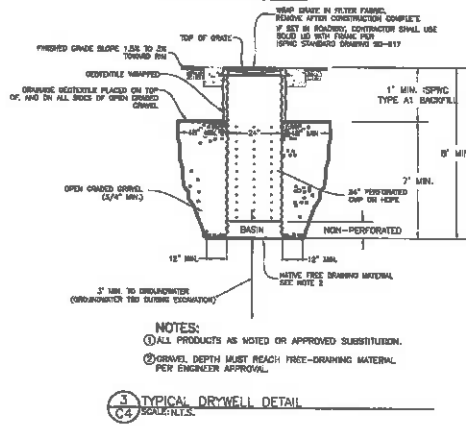
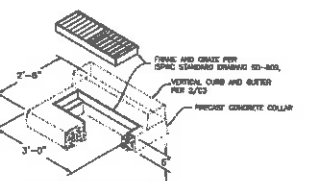
**C-3**



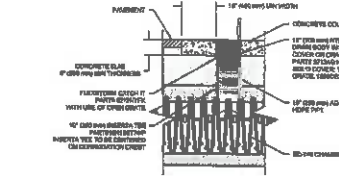
**Information System Using Worksheet**

Worksheet information system design (shown above) for full-scale installation of stormwater catch basins for a site. The design is based on a 10% rainfall intensity rate, a 15-minute duration, and a 1.5-hour time of concentration. The design is based on a 10% rainfall intensity rate, a 15-minute duration, and a 1.5-hour time of concentration. The design is based on a 10% rainfall intensity rate, a 15-minute duration, and a 1.5-hour time of concentration.

Parameter	Value	Unit	Notes
Design Rainfall Intensity	1.50	in/hr	10% Rainfall Intensity
Design Rainfall Duration	15	min	15-minute Duration
Design Rainfall Volume	0.00375	in-hr	Design Rainfall Volume
Design Rainfall Rate	0.0025	in/hr	Design Rainfall Rate
Design Rainfall Depth	0.000625	in	Design Rainfall Depth
Design Rainfall Volume	0.000625	in-hr	Design Rainfall Volume

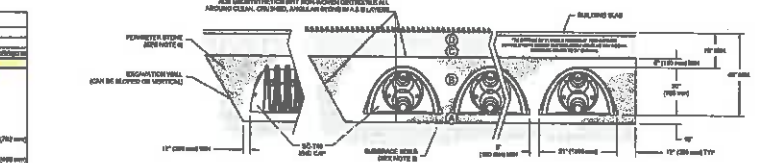


- INSPECTION & MAINTENANCE**
- 1. INSPECT ISOLATOR ROW FOR DAMAGE
  - 2. INSPECT ISOLATOR ROW FOR DAMAGE
  - 3. INSPECT ISOLATOR ROW FOR DAMAGE
  - 4. INSPECT ISOLATOR ROW FOR DAMAGE
  - 5. INSPECT ISOLATOR ROW FOR DAMAGE
  - 6. INSPECT ISOLATOR ROW FOR DAMAGE
  - 7. INSPECT ISOLATOR ROW FOR DAMAGE
  - 8. INSPECT ISOLATOR ROW FOR DAMAGE
  - 9. INSPECT ISOLATOR ROW FOR DAMAGE
  - 10. INSPECT ISOLATOR ROW FOR DAMAGE



**ACCEPTABLE FILL MATERIALS: STORMTECH SC-740 CHAMBER SYSTEMS**

MATERIAL LOCATION	DESCRIPTION	ASTM MATERIAL CLASSIFICATIONS	COMPACTION / DENSITY REQUIREMENT
1	GRAVEL	NO. 10	95% COMPACTION REQUIRED
2	GRAVEL	NO. 20	95% COMPACTION REQUIRED
3	GRAVEL	NO. 40	95% COMPACTION REQUIRED
4	GRAVEL	NO. 80	95% COMPACTION REQUIRED
5	GRAVEL	NO. 16	95% COMPACTION REQUIRED
6	GRAVEL	NO. 30	95% COMPACTION REQUIRED
7	GRAVEL	NO. 60	95% COMPACTION REQUIRED
8	GRAVEL	NO. 120	95% COMPACTION REQUIRED
9	GRAVEL	NO. 250	95% COMPACTION REQUIRED
10	GRAVEL	NO. 500	95% COMPACTION REQUIRED



- NOTES:**
- 1. SC-740 CHAMBERS SHALL COMPLY TO THE REQUIREMENTS OF ASTM F1962 (STANDARD SPECIFICATION FOR POLYPROPYLENE POLYPROPYLENE COMPARTMENTED WALL STORMWATER COLLECTION CHAMBERS) OR PER THE MANUFACTURER'S SPECIFICATION FOR THE SYSTEMS AND COMPONENTS TO BE USED.
  - 2. SC-740 CHAMBERS SHALL BE DESIGNED BY THE MANUFACTURER WITH THE SYSTEMS AND COMPONENTS TO BE USED.
  - 3. ACCEPTABLE FILL MATERIALS SHALL BE THOSE ABOVE PROPOSED MATERIALS, DESCRIPTIONS, QUANTITIES, AND COMPACTION REQUIREMENTS FOR POLYPROPYLENE CHAMBERS AND FILL MATERIALS.
  - 4. THE SITE DESIGN ENGINEER ADDING TO THE DESIGN SHALL BE RESPONSIBLE FOR THE DESIGN OF THE STORMWATER CHAMBERS FOR THIS PROJECT.
  - 5. THE SITE DESIGN ENGINEER SHALL BE RESPONSIBLE FOR ASSURING THE DESIGN OF THE STORMWATER CHAMBERS AND THE DESIGN OF THE FOUNDATION SHALL BE WITH CONSIDERATION FOR THE RANGE OF PROPOSED SOIL TYPES AND CONDITIONS.
  - 6. FOUNDATION DESIGN SHALL BE OBTAINED FROM THE DESIGNER FOR THE STORMWATER CHAMBERS WITH VERTICAL AND HORIZONTAL LOADS.
  - 7. CHECK LOCAL CODES FOR ANY RESTRICTIONS ON THE USE OF POLYPROPYLENE CHAMBERS OR ON THE USE OF POLYPROPYLENE CHAMBERS.

**PROFESSIONAL ENGINEER**  
LICENSED  
STATE OF IOWA  
NUMBER 0332

**REVISIONS**

No.	DESCRIPTION	DATE	BY

**BENCHMARK ASSOCIATES, P.A.**  
P.O. BOX 733 100 BELL DRIVE  
NICHOLS, IOWA 52340  
(319) 726-8514  
FAX 726-8514  
WEB: WWW.SNASC.COM  
MAIL: WWW.SNASC.COM

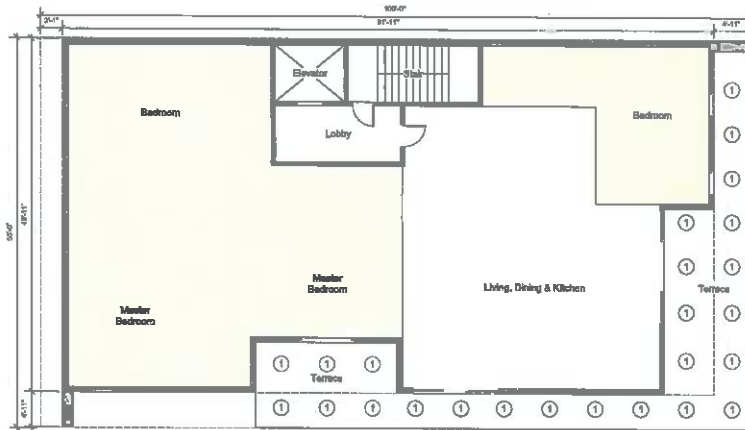
**DETAILS**

KETCHUM BLOCK 34 LOT 5  
TOWN, R17E, SEC 13, S.H., BLAINE COUNTY, IOWA

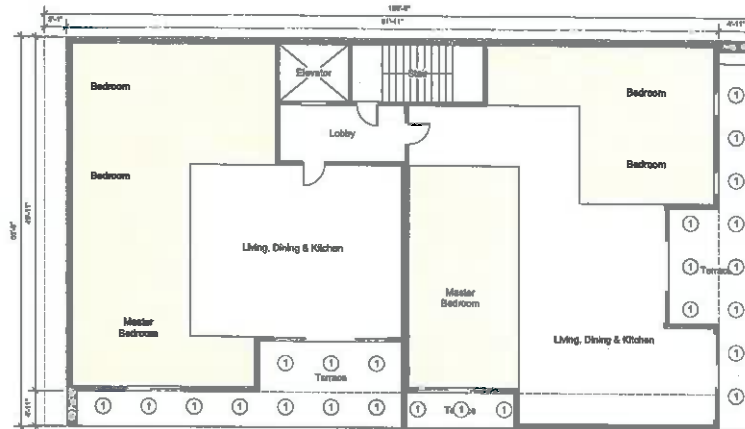
PREPARED FOR: SUN VALLEY DENTAL ARTS

DRAWN BY: JCS  
DESIGNED BY: JCS  
CHECKED BY: JCS  
DATE: 2/24/17  
PROJECT NO.: 172016

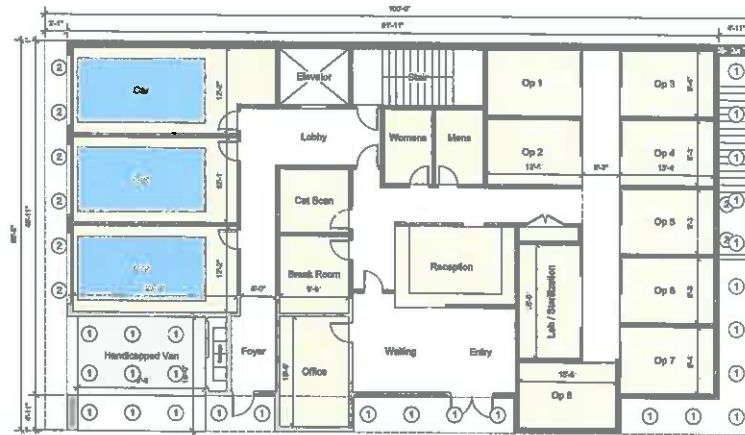
SHEET NUMBER  
**C-4**



Third Floor Plan





Second Floor Plan



First Floor Plan

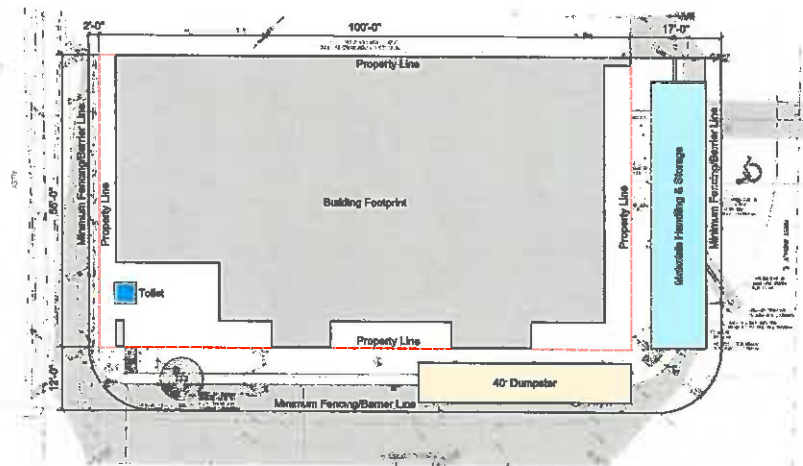
**DARK SKY LIGHTING**

- ①  Kichler 9236AZ PAR30 LED Wide Flood 2700K
- ②  Halo Lighting H99TAT/993TBZ Non-IC PAR20 LED Wide Flood 2700K

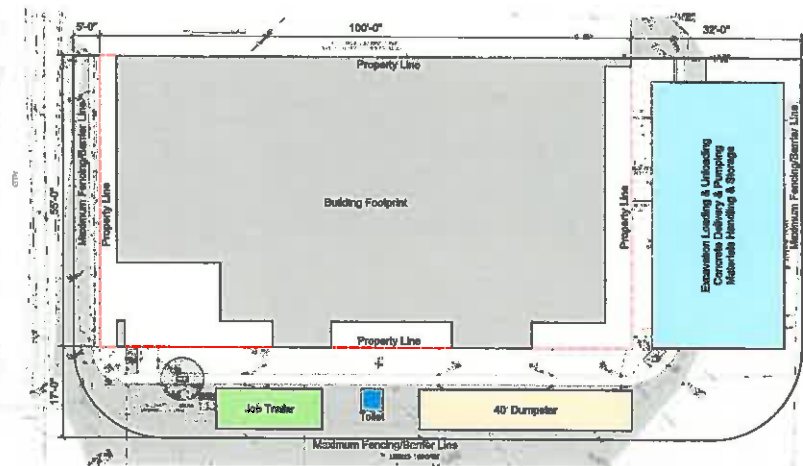


A7

1/2/18



Phase 2 - Watertight & Finishing



Phase 1 - Excavation & Framing

**General Notes:**

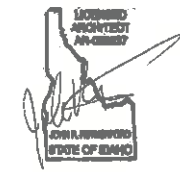
1. The entire property and encroachment area shall be fenced with 4' to 6' High fencing.
2. The fencing in the streets shall have concrete barriers placed in front of the fencing.
3. Both phases may expand or contract the fencing when appropriate, but in general Phase 1 shall be at the maximum and Phase 2 shall be at the minimum. The contractor shall minimize encroachment area size at all times.
4. Workforce parking shall be the public street parking in the center of First Avenue, should the city request parking space striping the contractor shall install.
5. The project shall comply with Ketchum Code 15.06.030
6. The contractor shall apply for a right of way encroachment permit

**Phase 1 Notes:**

1. The toilet and job trailer shall be located in the encroachment area, per Ketchum Code 15.06.030.L an administrative exemption is requested.
2. Excavated soil shall be trucked from site, approx. 2000 yards, truck route shall be First Ave.
3. Streets shall be cleaned of dirt and dust created by excavation.

**Phase 2 Notes:**

1. The toilet shall be located onsite.
2. The job office shall be located inside the building.





City of Ketchum  
Planning & Building

January 8, 2017

Planning and Zoning Commission  
City of Ketchum  
Ketchum, Idaho

Commissioners:

**STAFF REPORT  
KETCHUM PLANNING AND ZONING COMMISSION  
REGULAR MEETING OF JANUARY 8, 2018**

**PROJECT:** Heidelberg Hill Residences

**FILE NUMBER:** #15-154

**OWNERS:** 5050 Ventures LLC

**REPRESENTATIVE:** Scott Desserault, CFO

**REQUEST:** Extend Design Review approval for two (2) townhomes located within the Mountain Overlay District and within the Avalanche District

**LOCATION:** 255 Hillside Drive (Lot 33, Block 2, Warm Springs Subdivision #5)

**NOTICE:** Notice is not required for extension requests

**ZONING:** General Residential – Low Density (GR-L) with Mountain Overlay Design Review (MODR) and within the Avalanche District

**REVIEWER:** Micah Austin, Planning and Building Director

**RECCOMENDATION:** Approval.

**ATTACHMENTS:**

1. Application# 15-154
2. Findings of Fact and Conclusions of Law for Application #15-154
3. First Extension Request dated January 5, 2017
4. First Extension Approval dated January 13, 2017
5. Second Extension Request dated December 13, 2017

## **STAFF ANALYSIS**

According to the Design Review chapter of the Ketchum Municipal Code, any design review approval is valid for one year. After that initial year, the Administrator may grant an extension of an additional 12 months. Following this extension, only the Planning and Zoning Commission may grant a second extension of 12 months. Extensions beyond this are not permitted.

According to Ketchum Municipal (KMC) Code Section 17.96.130 "Terms of Approval," the Planning and Zoning Commission shall consider the following factors with determining whether an extension may be granted:

- 1. Whether there have been significant amendments to the city's comprehensive plan, downtown master plan or ordinances which will apply to the subject design review approval;**
- 2. Whether significant land use changes have occurred in the project vicinity which would adversely impact the project or be adversely impacted by the project;**
- 3. Whether hazardous situations have developed or have been discovered in the project area;**
- 4. Whether community facilities and services required for the project are now inadequate.**

If the Planning and Zoning Commission can confirm that the project meets all four of the above criteria, staff recommends approval of the extension for Design Review, with the condition that this is the final extension and work must proceed on the project no later than January 8, 2019. After this date, the approvals would expire.

Pursuant to Ketchum Municipal Code section 16.06.070: C (1) "Townhouses" the preliminary plat, other data, and the commission's findings shall not be transmitted to the council until construction of the project has commenced under a valid building permit issued by the Ketchum building inspector.

## **MOTION:**

Approval:

"I move to approve the extension request for Heidelberg Hill Residences (#15-154) for a twelve month period ending on January 8, 2019."

Denial:

"I move to deny the extension request for Heidelberg Hill Residences (#15-154)."



SEE

**DESIGN REVIEW APPLICATION**

Project Name: Heidelberg Hill Residences  
 Owner: 5850 Ventures, LLC Phone No.: 208-309-1009  
 Mailing Address: PO Box 4767 Ketchum, ID 83340  
 Architect/Representative: Chad Blincoe Phone No.: 208-928-7890  
 Mailing Address: 80 Box 4424 Ketchum, ID 83340  
 Architect License No.: \_\_\_\_\_

Engineer License No.: \_\_\_\_\_ Engineer of Record: Craig Maxwell  
 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.

Preapplication Fee: \_\_\_\_\_ Date Paid: \_\_\_\_\_  
 Design Review Fee: \_\_\_\_\_ Date Paid: \_\_\_\_\_  
 Legal Land Description: Lot 33 in Block 2 of Warm Springs Subdivision No. 5  
Instrument 204448

Street Address: 255 Hillside Drive  
 Lot Area: 11,150 sqft Zoning District: GR-L

Overlay District: Flood \_\_\_\_\_ Avalanche  Pedestrian \_\_\_\_\_ Mountain   
 Anticipated Use: Residential

Type Construction: New  Remodel \_\_\_\_\_ Addition \_\_\_\_\_ Other \_\_\_\_\_  
 Number of Residential Units: 2 Number of Hotel Units: \_\_\_\_\_

Total Floor Area:	<u>Proposed</u>	<u>Existing</u>	<u>Setbacks (CC Zone)</u>	<u>(CC Zone Only)</u>
Basements:	_____	_____	Ground Floor Open Space	_____
1st Floor:	<u>864 x 2</u>	_____	Roofline Length	_____
2nd Floor:	<u>1146 x 2</u>	_____	Building Width	_____
3rd Floor:	<u>1046 x 2</u>	_____	Horizontal Breaks Every	_____ Feet
Mezzanine:	_____	_____	Break Depth	_____ Width _____
Total:	<u>3076 x 2</u>	_____	Floor Area Ratio	<u>23.8%</u>

Percent of Building Coverage: 25.9%  
 Curb Cut: 20' x 2

Setbacks: Front 15' Side 12' Side 12' Rear 15'  
 Height: 35' Parking Spaces Provided: 4 each, 8 total

Construction Phasing: \_\_\_\_\_  
 Will fill or excavation be required? If yes, amount in cubic yards- Fill \_\_\_\_\_ Excavation 520 yds  
 Will existing trees or vegetation be removed? Yes  No \_\_\_\_\_  
 Water System: Municipal Service  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.**

Signature of Owner: [Signature] Date: 11/30/15

Approved/Denied: \_\_\_\_\_ Date: \_\_\_\_\_

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.



City of Ketchum  
Planning & Building

IN RE: )  
 )  
Heidelberg Hill Residences ) KETCHUM PLANNING AND ZONING COMMISSION  
Design Review ) FINDINGS OF FACT, CONCLUSIONS OF LAW AND  
 ) DECISION  
File Number: #15-154 )  
 )

**BACKGROUND FACTS**

**PROJECT:** Heidelberg Hill Residences

**OWNER(S):** 5050 Ventures LLC

**REPRESENTATIVE:** Troy Quesnel, Sawtooth Development Group & Chad Blincoe, Blincoe Architecture

**REQUEST:** Design Review approval for two townhome residences.

**LOCATION:** 255 Hillside Drive (Lot 33, Block 2, Warm Springs Subdivision #5)

**NOTICE:** Property owners within a 300-foot radius of subject property were mailed notice on December 22, 2015. A notice was posted in three (3) locations in the City on December 22, 2015.

**ZONING:** General Residential – Low Density (GR-L)

**Overlay:** Mountain Overlay

**REVIEWER:** Morgan Brim, Senior Planner & Current and Long-range Planning Manager

**GENERAL FINDINGS OF FACT**

The applicant is proposing to construct two detached townhomes with attached two car garages. The table below provides a breakdown of each unit's floor in square feet.

	Unit One	Unit Two
2nd Floor	1,046	1,046
1st Floor	1,166	1,166
Lower	317	317
Garage	547	547
Total	3,076	3,076

Grand Total = 6,152

City Department Conclusions					
Compliant			Standards and Staff Conclusions		
Yes	No	N/A	City Code	City Standards and Staff Conclusions	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I	Complete Application	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	City Department Conclusions	<b>Police Department:</b> <ul style="list-style-type: none"> <li>Police Department indicated that they have no Conclusions.</li> </ul>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<b>Fire Department:</b> <ul style="list-style-type: none"> <li>Fire Department indicated that they have no Conclusions.</li> </ul>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<b>City Engineer:</b> <ul style="list-style-type: none"> <li>The City Engineer indicated that she does not have any comments regarding this application.</li> </ul>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<b>Streets:</b> <ul style="list-style-type: none"> <li>The Geotechnical report will need to be finalized and approved at the time of building permit.</li> <li>All roof drains need to be piped into drywells.</li> <li>Driveway run off needs to be managed into a drywell.</li> <li>Drywells will need to be moved closer to the street.</li> <li>A finalized drainage plan must be approved before issuance of a building permit.</li> </ul>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<b>Utilities:</b>	

			<ul style="list-style-type: none"> <li>Utilities indicated that they have no comments.</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Building:</b> <ul style="list-style-type: none"> <li>The Building Official has indicated that he has no comments.</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Planning and Zoning:</b> <ul style="list-style-type: none"> <li>See comments throughout staff report.</li> </ul>

Compliance with Zoning District				
Compliant			Standards and Staff Conclusions	
Yes	No	N/A	Regulation	City Standards and Staff Conclusions
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	<b>Building Lot Coverage:</b> <u>Maximum Allowed Building Lot Coverage:</u> 35%  <u>Proposed Building Lot Coverage:</u> 28.9%
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	<b>Building Height &amp; Setbacks</b> <u>Maximum Allowed Building Height:</u> 35 feet <u>Minimum Allowed Building Setbacks:</u> Front: 20 feet Side: One (1) foot for every three (3') feet in building height. Rear: One (1) foot for every three (3') in building height. However, if a lot adjoins a more restrictive zoning district, the setbacks of the more restriction district applies. The subject property abuts an LR district on the rear property line which results in a greater rear setback of 20'.  <u>Proposed Building Height (Both Unit 1 &amp; 2):</u> 35 feet <u>Proposed Building Setbacks - Unit 1 (West):</u> Front: 42 feet Rear: 20 feet East Side: 13 feet <u>Proposed Building Setbacks - Unit 2 (East):</u> Front: 40 feet Rear: 22 feet West Side: 13 feet
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.124.060.M	<b>Curb Cut</b> <u>Maximum curb cut allowed:</u> 35% of the total street frontage may be devoted to curb cuts. <u>Proposed:</u>
			<b>Staff Conclusions</b>	

				The applicant is proposing two (2) 15-foot-wide driveways, which translates to 33% of the street frontage.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.060.A(1)</b>	<b>Parking Spaces</b>
			<b>Staff Conclusions</b>	<p><u>Required:</u> 1-1/2 spaces for every one-family dwelling or duplex unit. A total of three parking spaces is required.</p> <p><u>Proposed:</u> The applicant is proposed four (4) parking spaces for each unit. Each unit contains a two car garage and two parking spaces located within the driveway.</p>
<b>Design Review Requirements</b>				
<b>EVALUATION STANDARDS: 17.96.090(B)</b>				
<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Standard</b>	<b>Staff Conclusions</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(1) SITE DESIGN	The site's significant natural features such as hillsides, mature trees and landscaping shall be preserved. Cuts and fills shall be minimized and shall be concealed with landscaping, revegetation and/or natural stone material.
			<b>Staff Conclusions</b>	The grade and slope of the site is preserved. Landscaping is utilized throughout the site and terraces appropriately along the hillside. The building has been reversed stacked from the basement side and does not extend throughout the entire site.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(2)a COMPATIBILITY	The structure shall be compatible with the townscape and surrounding neighborhoods with respect to height, bulk, setbacks and relationship to the street.
			<b>Staff Conclusions</b>	The architecture across the street is complimentary in design and utilizes modern architecture. The street contains three story buildings with similar heights as proposed in this project.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(2)b	The project's materials, colors and signing shall be compatible with the townscape, surrounding neighborhoods and adjoining structures.
			<b>Staff Conclusions</b>	<p>The applicant calls out the following exterior materials in the proposed renderings:</p> <ul style="list-style-type: none"> <li>• Stucco</li> <li>• Barn wood siding (horizontal slats)</li> <li>• Concrete veneer</li> <li>• Metal fascia</li> <li>• Timber beam</li> <li>• Steel railing</li> <li>• Steel columns</li> </ul> <p>This neighborhood has an eclectic mix of residential architecture which employs a varied mix of architectural features and materials similar to those being proposed in this application. The townhomes across the street to the south feature stucco and wood material. The two townhomes located to west of the subject site employ wood elements and contain a similar height as the proposed project.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(2)c	Consideration shall be given to significant view corridors from surrounding properties.

			<i>Staff Conclusions</i>	<i>There are no significant view corridors identified.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(2)d	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 Conclusions</i>	<i>The lot contains no significant landmarks.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)a ARCHITECTURAL QUALITY	Consideration shall be given to natural light reaching public streets, sidewalks and open spaces.
			<i>Staff Conclusions</i>	<i>No issues have been identified in this regard. The proposed buildings are setback over 40 feet from the front property line allowing adequate light to reach the public right-of-way.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)b	The building character shall be clearly defined by use of sloped roofs, parapets, cornices or other architectural features.
			<i>Staff Conclusions</i>	<i>The north and south ends of the roof slope downward gradually towards the middle of the roofline. The buildings are clearly defined between each floor area. As mentioned above, the applicant is proposing a mix of materials to distinguish between individual design elements.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)c	There shall be continuity of materials, colors and signing within the project.
			<i>Staff Conclusions</i>	<i>The project has been designed appropriately on all sides. A variety of material elements has been established throughout the exterior.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)d	There shall be continuity among accessory structures, fences, walls and landscape features within the project.
			<i>Staff Conclusions</i>	<i>No accessory structure or fences are proposed with this design review application.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)e	Building walls which are exposed to the street shall be in scale with the pedestrian.
			<i>Staff Conclusions</i>	<i>The two residences are proposed with deep front setbacks and do not appear to overwhelm the street or public way. The proposed grade of the site closely matches the existing grade. Landscaping retaining is accomplished through low rock walls and a terraced steps between and to the side of the two buildings.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)f	Building walls shall provide undulation/relief thus reducing the appearance of bulk and flatness.
			<i>Staff Conclusions</i>	<i>The proposed walls vary in depth and detail. Exterior decks and columns located on the front and rear elevations help break up the exterior wall face.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)g	Exterior lighting shall not have an adverse impact upon other properties and/or public streets.
			<i>Staff Conclusions</i>	<i>The plans indicate that lighting will be installed adjacent to all exterior doors. The applicant has indicated that they will comply with the City's dark sky ordinance.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)h	Garbage storage areas and satellite receivers shall be screened from public view.
			<i>Staff Conclusions</i>	<i>Trash areas will be located in the garage. The applicant has been made aware of the requirement that satellite receivers shall not be visible from public view.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)i	Utility, power and communication lines within the development site are concealed from public view where feasible.

			<i>Staff Conclusions</i>	<i>Utility lines shall be located underground.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)j	Door swings shall not obstruct or conflict with pedestrian traffic.
			<i>Staff Conclusions</i>	<i>No conflicts have been identified.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)k	Building design should include weather protection which prevents water to drip or snow to slide on areas where pedestrians gather and circulate or to adjacent properties.
			<i>Staff Conclusions</i>	<i>Gutters and down spouts will be utilized throughout the building. Snow clips are shown in the roof plan.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(3)l	Exterior siding materials shall be of natural wood or masonry origin or similar quality. Metal siding is discouraged in all zoning districts.
			<i>Staff Conclusions</i>	<i>A barn wood style vertical slat siding is proposed on the exterior. No metal siding is proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(4)a CIRCULATION DESIGN	Pedestrian, equestrian and bicycle access which is adequate to satisfy demands relative to development size shall be provided. These accesses shall be located to connect with existing and anticipated easements and pathways.
			<i>Staff Conclusions</i>	<i>Not applicable. There are no sidewalks located on Hillside Drive. The existing plat does not show any access easements across this property.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(4)b	The building(s) is primarily accessed from the public sidewalk for the majority of the individual uses proposed. It is the intent to promote exterior circulation with numerous connections to the public sidewalk and exposure to the street. This includes utilizing arcades, courtyards and through block connections. (Commercial buildings only)
			<i>Staff Conclusions</i>	<i>Not applicable. This application is not for a commercial project.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(4)c	The required five foot (5') street side setback is primarily used as an extension and part of the public sidewalk in areas with high pedestrian volume (setback as per zoning). This setback is encouraged to be covered by awnings, arcades or other canopies for weather protection and may extend out over the public sidewalk (CC zone only);
			<i>Staff Conclusions</i>	<i>Not applicable. This project is not located in the CC district.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(4)d	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 Conclusions</i>	<i>The proposed residential units are accessed via driveways connecting to Hillside Drive. The applicant is proposing a vehicle turn around area to accommodate safe exiting of the site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(4)e	Parking areas have functional aisle dimensions, backup space and turning radius.
			<i>Staff Conclusions</i>	<i>The proposed parking spaces located in the garage and driveway meet the required dimensional requirements for parking spaces.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(4)f	Location of parking areas is designed for minimum adverse impact upon living areas within the proposed development and minimizes adverse impact upon adjacent properties with regard to noise, lights and visual impact.
			<i>Staff Conclusions</i>	<i>Parking spaces are located adjacent to the front of the buildings which encourages vehicle headlights to orient inward towards the site and not toward neighboring properties.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(4)g	Curb cuts are located away from major intersections and off high volume roadways where possible.
			<i>Staff Conclusions</i>	<i>There are no major intersections near the subject property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(4)h	Adequate unobstructed access for emergency vehicles, snow plows, garbage trucks and similar service vehicles to all necessary locations within the proposed project is provided.

			<i>Staff Conclusions</i>	<i>The fire department has reviewed the proposed plans and commented that they have no concerns regarding emergency access to the property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(4)i	The project is designed so as to provide adequate snow storage areas or removal for snow cleared from the parking areas and roadways within the project. (50 percent)
			<i>Staff Conclusions</i>	<i>A total of 1560 square feet is denoted on the site plan for snow storage.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(5)a LANDSCAPE QUALITY	Substantial landscaping is to be provided, which is in scale with the development and which provides relief from and screening of hard surfaces. Total building surface area and street frontage will be considered when determining whether substantial landscape is being provided. (Landscaping shall be defined as trees, shrubs, planters, hanging plants, ground cover and other living vegetation).
			<i>Staff Conclusions</i>	<i>Substantial landscaping is proposed throughout the site. The applicant is proposing a mix of Colorado Spruce trees, Quaking Aspen trees, various shrubs and ground cover. Lawn mix accounts for 500 square feet of the site. 3,000 square feet of natural grasses are proposed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(5)b	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 compliment the neighborhood and townscape. Consideration should be given to the use of native, drought-resistant plant materials.
			<i>Staff Conclusions</i>	<i>The applicant can provide further details to the Commission regarding this requirement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(5)c	The preservation of existing significant trees, shrubs and important landscape features (mapped in accordance with Site Design, Paragraph 1) shall be encouraged.
			<i>Staff Conclusions</i>	<i>No significant trees or vegetation are located onsite.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(5)d	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 Conclusions</i>	<i>The applicant is proposing a variety of landscaping within both side yards between the adjacent properties.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(6) ENERGY DESIGN	Consideration shall be given to proper orientation within the project. Recognition shall be given to the solar benefits of adjoining properties. (A sun chart as a means of understanding the solar possibilities and limitations shall be encouraged)
			<i>Staff Conclusions</i>	<i>The proposed buildings are oriented towards the south and contain large fenestration areas to maximize natural light.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(7) PUBLIC AMENITIES	Pedestrian amenities are encouraged for all projects and shall be required for commercial uses. Amenities may include, but are not limited to benches and other seating, kiosks, telephone booths, bus shelters, trash receptacles, restrooms, fountains, art, etc. The use of "Ketchum Streetscape Standards" shall be encouraged.
			<i>Staff Conclusions</i>	<i>Not applicable. This is not a commercial project.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(8) GREEN BUILDING	Consideration shall be given to green building features within the project. Recognition shall be given to projects that achieve the United States Green Building Council's LEED Certification or earn the Environmental Protection Agency's Energy Star Label. Projects are encouraged to consider energy



				conservation, indoor air quality, water use, location, waste reduction, recycling, and use of sustainable construction materials.
			<i>Staff Conclusions</i>	<i>The applicant is aware of the Green Building code and has indicated that they will comply with these requirements.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)a Master Signage Plans Design Guidelines	Exposed support structures for signs, including, but not limited to, posts, poles and sign sides or edges, must be faced or covered with wood, stone or metal which is corrosion resistant, painted or anodized, or such other material as may be approved by the city as a reasonable, natural textured substitute.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)b	All freestanding signs shall have landscaping around the base of the support structure in order to provide a transition from the ground to the sign.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)c	All materials should prevent reflective glare.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)d	Simple and easy to read typefaces should be used on signs. Hard to read and overly intricate typefaces should be avoided.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)e	Signs that have symbols, characters, or graphics are encouraged. The symbol, character, or graphic should relate to the products sold in the business or to the name of the business.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)f	Signs that show depth and cast shadows are encouraged. Depth and shadows can be created by mounting individually cut letters and symbols on the sign base or carving letters and symbols into the base of the sign.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)g	Projecting signs are preferred over portable or sandwich board signs. Projecting signs generally are more effective for increasing visibility to both pedestrians and motorists.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)h	Sign materials and colors should complement the building facade. Basic and simple color applications are encouraged and vibrant colors should be avoided.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)i	The color of letters and symbols should contrast the base or background color of the sign to maximize readability.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)j	Signs shall not cover or obscure windows, doors, storefronts, building entrances, eaves, cornices, columns, horizontal expression lines, or other architectural elements or details.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.090(B)(9)k	Signage on buildings with multiple tenants shall be limited to prevent sign clutter. Individual signs for tenants with ground floor storefront entrances are permitted. A directory sign with the names and suite numbers of all tenants without a ground floor storefront entrance may be provided at the lobby entrance for those tenants.
			<i>Staff Conclusions</i>	<i>Not applicable. No signage requests have been submitted with this application.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.090(B)(9)l	An address marker shall be provided at the main entrance to all buildings.
			<i>Staff Conclusions</i>	<i>This standard will be verified prior to issuance of a certificate of occupancy.</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 Department provided adequate notice for the review of this application.
5. The project **does** meet the standards of approval under Chapter 17.96 of Zoning Code Title 17.

**DECISION**

**THEREFORE**, the Ketchum Planning and Zoning Commission **approves** this design review application this Monday, February 8<sup>th</sup>, subject to the following conditions:

1. Design Review approval shall expire one (1) year from the date of approval;
2. Design Review elements shall be completed prior to final inspection/occupancy;
3. 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;
4. Approval and recordation of a final plat is required before residential units may be sold;
5. Prior to issuance of a certificate of occupancy all public improvements shall be installed and finalized as approved by the Public Works Department;

6. All site and landscaping areas shall be maintained in conformance with the approved landscaping plan;
7. All snow shall be stored onsite and shall not be placed on neighboring properties or the public right-of-way; and
8. 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 8<sup>th</sup> day of February, 2016.

  
\_\_\_\_\_  
Steve Cook  
Planning and Zoning Commission Chairperson



January 5, 2017

Keshia Owens  
Planning Technician  
City of Ketchum  
480 East Ave. N.  
Ketchum, ID 83340

Reference: Heidelberg Hill Residences File #15-154

VIA EMAIL

Dear Keshia:

5050 Ventures, LLC would like to request an extension on its Planning and Zoning approval for our Heidelberg Hill Residences project dated February 8, 2016. I have attached the three (3) findings of fact issued on this project for reference. I understand that an extension is an administrative action so please let me know if you require any additional information in order to grant the extension.

Thank you for your assistance

Sincerely,

Scott Desserrault  
CFO

Attachments: (3)



City of Ketchum  
Planning & Building

January 13<sup>th</sup>, 2017

Scott Desserault – CFO  
Sawtooth Development Group  
491 N. Main St, Ste 201  
PO BOX 4767  
Ketchum, ID 83340

Mr. Desserault,

This letter serves as an approval for a twelve (12) month extension for the Heidelberg Hill Residences Design Review / Mountain Overlay Design Review approvals (file numbers 15-154 and 15-155), findings of fact date February 8<sup>th</sup>, 2016. Pursuant to Ketchum Municipal (KMC) Code Section 17.96.130 “Terms of Approval” a one year administrative extension may be granted for Design Review approvals, provided the following conditions are met. Staff comments are written in italic text.

1. **Whether there have been significant amendments to the city's comprehensive plan, downtown master plan or ordinances which will apply to the subject design review approval;** *There have been no changes to the city's comprehensive plan since the original approval.*
2. **Whether significant land use changes have occurred in the project vicinity which would adversely impact the project or be adversely impacted by the project;** *No significant land use changes have occurred in the project vicinity.*
3. **Whether hazardous situations have developed or have been discovered in the project area;** *No hazardous situations have developed or been discovered in the project area.*
4. **Whether community facilities and services required for the project are now inadequate.** *Community facilities and services required for the project have not changed.*

Pursuant to Ketchum Municipal Code section 16.06.070: C (1) “Townhouses” the preliminary plat, other data, and the commission’s findings shall not be transmitted to the council until construction of the project has commenced under a valid building permit issued by the Ketchum building inspector.

The conditions above have been met, and a twelve (12) month extension of the Heidelberg Hill Residences Design Review/Mountain Overlay Design Review are approved. **This extension will expire on February 8<sup>th</sup>, 2018.** If an additional extension should be required, a written request for extension must be received by the city prior to expiration of the first extension. A second extension request must be reviewed by the Planning and Zoning Commission, and it would be the final allowed extension.

Sincerely,

A handwritten signature in black ink, appearing to read "Carl Anderson".

Carl Anderson  
Associate Planner



December 13, 2017

Micah Austin  
Director of Planning and Building  
City of Ketchum  
480 East Ave. N.  
Ketchum, ID 83340

Reference: Heidelberg Hill Residences File #15-154

VIA EMAIL

Dear Micah,

5050 Ventures, LLC would like to request a 2<sup>nd</sup> extension on its Planning and Zoning approval of our Heidelberg Hill Residences project dated February 8, 2016. I have attached the three (3) findings of fact issued on this project for reference. I understand that this 2<sup>nd</sup> extension needs to go to the P&Z Board for approval so please let me know if you require any additional information in order to grant the extension.

Thank you for your assistance

Sincerely,

Scott Desserrault  
CFO

Attachments: (3)



# Planning and Zoning

## Regular Meeting

~ Minutes ~

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

Maureen Puddicombe  
Planning Technician

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Monday, December 11, 2017

5:00 PM

Ketchum City Hall

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Commissioners Present:                      Jeff Lamoureux, Chairperson  
   Erin Smith, Vice-Chairperson  
   Betsy Mizell, Commissioner  
   Matthew Mead, Commissioner  
   Neil Morrow, Commissioner

1.     **5:15 PM – SITE VISIT: 100 Northwood Way Mixed-Use Building Conditional Use Permit and Design Review: 100 Northwood Way, Ketchum, ID (Northwood Light Industrial Amended Lot 9).**

2.     **5:42 PM - CALL TO ORDER: City Hall, 480 East Avenue North, Ketchum, Idaho**

The meeting was called to order at 5:42 PM by Chairperson Jeff Lamoureux.

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

Ketchum Mayor Nina Jonas thanked the Commission for their hard work during her tenure.

4.     **COMMUNICATIONS FROM STAFF**

- a.     100 Northwood Way Mixed-Use Development Conditional Use Permit: The Commission will consider and take action on an application for a Conditional Use Permit for two new residences in the Light Industrial 2 (LI-2) zoning district on the second floor of a new mixed-use building (Northwood Light Industrial Amended Lot 9).

### COMMENTS – CURRENT MEETING

Planning Director Micah Austin presented the Conditional Use Permit for the residential portion of the project in the Light Industrial Zone. He indicated this project meets all the standards for size, location and rental requirements. Micah indicated this project is in compliance with the Ketchum 2014 Comprehensive Plan, as it includes light manufacturing, residential and limited retail. Staff recommends approval of the 2 residences, as this project meets all the standards of Title 17 of the Land Use Ordinance of the Ketchum Planning and Building Code.

Chairperson Jeff Lamoureux asked about the scope of the Conditional Use Permit regarding the potential for a change of business on the ground floor. Micah Austin indicated any business which meets the criteria for the Light Industrial Zone would be permitted to occupy the ground floor.

Vice-Chairperson Erin Smith asked if conditions can be attached to the Conditional Use Permit, i.e. review when a change of business occurs on the first floor. Micah indicated that could be a condition of approval. Erin inquired about rental requirement of no less than 90 days and how it would be enforced. Micah replied that all enforcement of that nature was complaint driven.

Michael Barker, Architect for the 100 Northwood LLC project, presented the floor plan and elevations for the 2<sup>nd</sup> floor residential portion of the project. Commissioner Matthew Mead inquired about the staircase and fire safety. Michael indicated the accessibility of the roof deck and egress through the bedroom window were according to code. In addition, the staircase is to code.

## **PUBLIC COMMENT**

Tim Haft, a resident across the street, asked about the venting on the roof. Applicant responded that the roof-top mechanical is for ventilation for the residential units and not the manufacturing area.

Bob Crosby, Sun Valley Board of Realtors, asked how House Bill 216 affects the restricted terms of lease. Micah Austin explained that the Ketchum City Code has not yet been revised to align with House Bill 216.

Chairperson Jeff Lamoureux began review of criteria of the Conditional Use Permit:

- A. Not unreasonably incompatible with uses of the area. Vice-Chairperson Erin Smith stated the project complies. Commissioners Mead, Morrow and Mizell agreed.
- B. Will not endanger the health, safety and welfare of the community: Commissioners agreed there was no danger presented by the project.
- C. Pedestrian and vehicular traffic related to the project will not be hazardous to the existing traffic. Commissioners agreed it complies and would improve the current conditions.
- D. Supported by adequate public services and will not adversely affect public services to the surrounding area: Commissioners agreed there was no issue.

Jeff Lamoureux declared the project is not in conflict with the Comprehensive Plan or the Zoning Ordinances. Commissioner Mead agreed. Erin Smith reiterated the requirement for any lease to include the disclaimer that the property is in the LI Zone.

A discussion of the disclaimer followed.

## **MOTION TO APPROVE THE APPLICATION FROM 100 NORTHWOOD WAY, LLC FOR A CONDITIONAL USE PERMIT FOR TWO NEW RESIDENCES IN THE LI-2 FINDING THE APPLICATION MEETS THE STANDARDS FOR APPROVAL UNDER CHAPTER 17.116 OF KETCHUM ZONING CODE FOR THE FOLLOWING REASONS:**

- **IT MEETS THE CRITERIA FOR A CONDITIONAL USE PERMIT**
- **THE COMMISSION RECOMMENDS APPROVAL WITH THE 10 CONDITIONS STATED IN THE STAFF REPORT**

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



- b. 100 Northwood Way Mixed-Use Development Design Review: The Commission will consider and take action on an application for design review approval of a new mixed-use building (Northwood Light Industrial Amended Lot 9).

Project presented by John Gaeddert, Consulting Planner, indicating the project meets the standards for a hybrid-production facility and staff recommends approval with the six conditions listed on page 13 of the Findings of Fact.

Michael Barker, architect for the project, presented the Design Review. Landscaping, storage, snow removal, trash pick-up and exterior materials were among areas discussed.

The Commissioners asked for a review of the landscaping, crosswalks, parking and traffic sight lines by the City Engineer.

**PUBLIC COMMENT:**

Liz Roquet, partner in the 100 Northwood Way Mixed-Use Development, to occupy the downstairs portion of the building as Lizzie's Fresh Coffee. This business is categorized as a hybrid production facility. Although Ketchum currently has no air quality standards, Lizzie's has voluntarily utilized the highest quality equipment available to eliminate emissions. Applicant addressed all questions posed by a neighboring citizen.

**STAFF COMMENT:**

John Gaeddert added condition #7, to include an upgrade to the crosswalk as specified by the Street Department.

**MOTION TO APPROVE 100 NORTHWOOD WAY, LLC MIXED-USE DEVELOPMENT DESIGN REVIEW WITH CONDITIONS 1-7**

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

- c. Stott Residence Mountain Overlay Pre-Application Design Review: Micah Austin indicated the project is not ready to proceed and would like to continue to January 8, 2018.

**MOTION TO CONTINUE STOTT RESIDENCE MOUNTAIN OVERLAY PRE-APPLICATION DESIGN REVIEW TO JANUARY 8, 2018.**

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

- d. Sun Valley Dental Arts Design Review (Continued from November 13, 2017): Micah Austin recommends project continued to January 8, 2018.

**MOTION TO CONTINUE SUN VALLEY DENTAL ARTS DESIGN REVIEW TO JANUARY 8, 2018.**

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

- e. Zoning and Subdivision Code Amendments: City-initiated text amendment, amending: (1) Title 16, Ketchum Municipal Code, to add an avalanche development and design standard for proposed subdivisions within designated avalanche areas (16.04.040 R); (2) Title 17, Ketchum Municipal Code, to amend the avalanche zone district use restrictions by clarifying allowed construction purposes (17.92.010 A.6.), to clarify conditions for rentals in avalanche areas (17.92.010 D.4), to specify that subdivisions in high hazard avalanche areas within the mountain overlay district are prohibited, and further clarifying when townhome, condominium and subdivision developments in high and moderate avalanche areas within the city are conditionally allowed (17.92.010 D.5.), and to require protected utility meters and shut-off valves for new construction and substantial remodels in the avalanche zone district (17.92.010 D.6); (3) Title 17, Ketchum Municipal Code, to add both a commercial and neighborhood off-site snow storage definition (17.08.020), to add development standards for commercial and neighborhood off-site snow storage (17.124.160), and amend the city's district use matrix to specify appropriate locations and procedures for off-site snow storage (17.12.020 A.6.); and, (4) providing a repealer clause; providing a savings and severability clause; and providing an effective date.

Micah Austin stated the current City Code does not allow lot splits in the Avalanche Zone, however, lot splits have been done for the last 40 years. Public safety concerns need to be balanced with the rights and expectations of the property owners.

Avalanche Zone Amendment presented by John Gaedert. The edits to the code:

1. Avalanche Standards are currently in the Zoning Ordinance and in the Subdivision Ordinance.
2. For safety reasons, location of utility shut-offs to be changed from back of building to leeward side of building, which may be toward the front of the house. This may present design challenges.
3. Clarification of the lease provision, long- or short-term, regarding notification that the structure is in the Avalanche Zone.

4. Property in the Mountain Overlay and the High Avalanche Zone would not be allowed to be further subdivided.

Micah Austin related information from Janet Kellem, previous director of the Sawtooth Avalanche Center. Suggestions:

- 1) Change Subdivision code to not allow any roads, which fill with snow, making recovery difficult.
- 2) Agreed that utility shut-offs should be installed on street side of property to isolate any leaks.
- 3) Stronger language informing the public when Avalanche conditions are anticipated.

**PUBLIC COMMENT:**

Bob Crosby, Sun Valley Board of Realtors, asked if property is in the Mountain Overlay and an Avalanche Zone, is subdivision prohibited? John Gaedert replied it will be dependent on the lot location, structure location on the lot and engineering of the structure.

Bruce Smith, Alpine Enterprises, surveyor and avalanche consultant, agrees with relocating utility shut-offs. Also agrees that brochures, leases and rental agreements must disclose the property to be in the Avalanche Zone. But he is undecided on the issue of Subdivision within the Avalanche Zone, balancing population density with the property owners' interests to subdivide.

**STAFF COMMENT:**

Commission and staff discussed the degree of Subdivision that should be allowed in the Avalanche Zone. Revision of items discussed to be incorporated into the text amendment for the next meeting on January 8, 2018. Language on lot subdivision to be clarified by John Gaedert.

**SNOW STORAGE:**

Presented by John Gaedert. There are 2 parts to the amendment: 1) Commercial off-site snow storage which pertains to the Commercial Core. 2) Neighborhood definition where neighbors can reach their own agreement for snow removal and storage, eliminating unnecessary snow transport. For larger operations, a Conditional Use Permit would be required. Betsy Mizell, Commissioner, asked about drainage from melting snow entering river. The Conditional Use Permit can cover such areas as noise, drainage, amount of snow stored, and the location of storage areas.

**MOTION TO CONTINUE PROPOSED CHANGES TO CITY OF KETCHUM MUNICIPAL CODE TO ADDRESS PROPOSAL FOR SUBDIVISIONS IN AVALANCHE AREAS AND COMMERCIAL AND NEIGHBORHOOD OFF-SITE SNOW STORAGE THROUGHOUT THE CITY OF KETCHUM TO JANUARY 8, 2018.**

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

**5. CONSENT CALENDAR**

- a. Minutes – October 9, 2017 and November 13, 2017  
Erin Smith noted the motion should include who moved and seconded.

**MOTION TO APPROVE MINUTES FROM OCTOBER 9, 2017 AND NOVEMBER 13, 2017 AS AMENDED**

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

- b. Findings of Fact and Conclusions of Law for 180 Northwood Mixed-Use Building Design Review:

John Gaeddert presented modifications as previously requested. Removal of retaining wall, landscaping modification, and trash enclosure were approved. New drainage plans were approved by Brian Christiansen of the Streets Department. Chairperson Jeff Lamoureux and Vice-Chairperson Erin Smith questioned the drainage issue and would prefer to see the plans reviewed by a professional engineer.

**MOTION TO APPROVE FINDINGS OF FACT AND CONCLUSIONS OF LAW FOR 180 NORTHWOOD MIXED-USE BUILDING DESIGN REVIEW**

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

**6. FUTURE PROJECTS**

Stott Residence  
Sun Valley Dental Arts Building  
Avalanche and Snow Storage Amendments  
Phase II Zoning Re-write  
Re-Zoning Application (February 2018)

**7. STAFF REPORTS AND CITY COUNCIL MEETING UPDATE**

No updates at this time.

**8. COMMISSION REPORTS AND EX PARTE DISCUSSION**

a. Discussion of requiring bear-proof trash containers in Ketchum:

Commissioner Betsy Mizell related story of bear euthanized because of raids on trash cans. Can the type of canister and time of trash placed outside for pick-up be regulated? This would help to prevent killing of bears. Type of canisters and who would be responsible to provide them is under discussion. Micah Austin to present this issue to the City Council. Matthew Mead questioned who would buy new containers and enforce their use, perhaps start with businesses and phase-in the changes.

b. Review, discussion and tour of the 2014 Comprehensive Plan

Micah Austin gave a general overview of the 2014 Comprehensive Plan. Plan to be under further discussion at the January 8, 2018 meeting.

**9. ADJOURNMENT**

**MOTION TO ADJOURN AT 9:09 PM**

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

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Jeff Lamoureux  
Planning and Zoning Commission Chairperson



## City of Ketchum

January 8, 2018

### **Ketchum Planning and Zoning Commission**

Jeff Lamoureux, Chair

Erin Smith, Vice-Chair

Betsy Mizel

Mattie Mead

Neil Morrow

Commissioners:

### **Proposed Changes to City of Ketchum Municipal Code to address subdivisions in avalanche and mountain overlay districts and commercial and neighborhood off-site snow storage throughout the City of Ketchum**

#### Proposed Ordinance

City-initiated text amendment, amending: (1) Title 16, Ketchum Municipal Code, to add avalanche and mountain overlay development and design standards for proposed subdivisions within designated avalanche areas (16.04.040 R) and a provision limiting new roads in avalanche areas (16.04.040 H.24); (2) Title 17, Ketchum Municipal Code, to amend the avalanche zone district use restrictions by clarifying allowed construction purposes (17.92.010 A.6.), to clarify conditions for rentals in avalanche areas (17.92.010 D.4), to specify that subdivision located within both the high hazard avalanche area and the mountain overlay district is limited to not greater than three (3) lots or dwellings, and further clarifying when townhome, condominium and subdivision developments in high and moderate avalanche areas within the city are otherwise permitted (17.92.010 D.5.), to require protected utility meters and shut-off valves for new construction and substantial remodels in the avalanche zone district (17.92.010 D.6) and to amend the zoning district map of the city to include defined avalanche areas in the River Run Base Area, Esmerelda Subdivision, and portions of Warm Springs Ranch; (3) Title 17, Ketchum Municipal Code, to add both commercial and neighborhood off-site snow storage definitions (17.08.020), to add development standards for commercial and neighborhood off-site snow storage (17.124.160), and amend the city's district use matrix to specify appropriate locations and procedures for off-site snow storage (17.12.020 A.6.); and, (4) providing a repealer clause; providing a savings and severability clause; and providing an effective date.

#### Introduction and History

**Avalanche.** The Avalanche Zone District (Chapter 17.92) was originally adopted in 1974. Since then, the Avalanche Zone District has been amended in 1979, 1987, 1999, 2000, 2001, and 2015. See Attachment A. Incorporated into the current Chapter 17.92 of the Municipal Code are two avalanche studies by Mears (1978) and Wilson (1977) that establish the boundaries of the High (red) and Moderate (blue) Hazard avalanche areas. Other features of the Ketchum Municipal Code 17.92 include: a purpose section; notation that the avalanche zone district acts as an overlay that adds restrictions atop the underlying Zone District; avalanche use restrictions; notice and various other disclaimers regarding hazards associated with this district.

Most notably for purposes of this proposed ordinance amendment is that Chapter 17.92.010.D of the Ketchum Municipal Code regulates uses that are either permitted or not within the Avalanche Zone District. *Currently, subsection D.5 of 17.92.010 prohibits the subdivision of real property within the Avalanche Zone District.* However, recent inquiries for a Townhouse Subdivision within the Avalanche Zoning District has led to a discovery that between the years of 1978-2009 approximately 43 Condominium/ Townhouse Subdivisions

were developed and platted within the Avalanche Zone District. See Attachment B. This history was shared with the Council on August 7, 2017 and, upon deliberation, the Ketchum City Council provided general direction to Planning and Building staff to move forward with possible code amendments that would permit the subdivision of property within the Avalanche Zone District consistent with historic practices. The proposed changes to 17.92 would allow subdivisions within the avalanche zone district, except for property within the Mountain Overlay District, in order to protect the characters of the MOD zone.

Proposed avalanche-related changes to the City of Ketchum Municipal Code are:

- The addition of avalanche and mountain overlay development and design standards, including limitations on new road construction for proposed subdivisions within designated avalanche areas, and requiring proposed subdivisions in the mountain overlay to comply with mountain overlay design review criteria;
- Clarification as to the purpose of building in an avalanche zone district;
- Clarification of conditions for rentals in avalanche areas;
- Provision to permit proposed subdivisions (subject to complying with applicable standards), including townhome, condominium and subdivision developments in all avalanche areas; provided that subdivisions located in both the high hazard avalanche zone and the mountain overlay are limited to not greater than three (3) total lots or units being created and the development complies with the mountain overlay design review criteria;
- Provision to require protected utility meters and shut-off valves for new construction and substantial remodels in the avalanche zone district; and
- Amendment to the city's zoning district map to include three avalanche reports affecting the River Run Base Area, Esmerelda Subdivision, and portions of Warm Springs Ranch Resort.

As proposed, subdivisions in all avalanche areas would be permissible upon complying with the subdivision, design review, and avalanche standards set forth in 17.92 of the Ketchum Municipal Code. Proposed subdivisions in the avalanche area that are also in the mountain overlay would also be subject to the mountain overlay design review criteria in 17.104.

**Snow Storage.** Every winter city staff receive inquiries from property owners who own vacant lots throughout the city about whether or not vacant lots may be used for commercial snow storage purposes. *Off-site snow storage is distinctive in that it entails snow from one location being hauled to a separate off-site location for storage through the winter;* the owner of the vacant lot may lease his or her property to another person or entity for such purposes, or may allow the snow storage to occur without a formal agreement.

Currently, the City of Ketchum does not define Commercial and Neighborhood Off-site Snow Storage, does not address Commercial and Neighborhood Off-site Snow Storage locations in the District Use Matrix, and also does not have any Development Standards for Commercial and Neighborhood Off-site Snow Storage, such as hours of operation, setbacks from neighbors, etc. City staff sought initial input from Council in March of 2017 on whether to proceed with drafting regulations for Off-site Snow Storage and Council directed staff to proceed. The attached city-initiated text amendment to the Ketchum Municipal Code provides a definition for Commercial and Neighborhood Off-site Snow Storage to Section 17.08.020, specifies Development Standards for Commercial and Neighborhood Off-site Snow Storage within Section 17.124, and specifies within the District Use Matrix (17.12.020) where Commercial and Neighborhood Off-site Snow Storage is allowed. The attached amendments to 17.080.020, 17.12.020, and 17.124 reflect staff's recommendation.

#### Attachments

- A. History of Avalanche Ordinance Amendments
- B. 1978-2009 Avalanche Subdivision History – Plats, Townhomes, Condominium Developments
- C. List of 12 Projects (including 26 total dwellings – single-family, townhomes and condominiums) in high avalanche hazard / red zone and mountain overlay district

Recommendation and Motion

Staff recommends the following motion:

"I MOVE TO RECOMMEND APPROVAL TO THE KETCHUM CITY COUNCIL of the proposed city-initiated avalanche and commercial and neighborhood off-site snow storage amendments [with the following modifications - LIST as appropriate]."





## City of Ketchum

January 8, 2018

### **Ketchum Planning and Zoning Commission**

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

Commissioners:

### **Proposed Changes to City of Ketchum Municipal Code to address subdivisions in avalanche and mountain overlay districts and commercial and neighborhood off-site snow storage throughout the City of Ketchum**

**PROJECT:** City-initiated Text Amendments to Title 16, Chapter 4 and Title 17 of the City of Ketchum Municipal Code

**REPRESENTATIVE:** City of Ketchum Planning and Building Department

**DESCRIPTION:** Avalanche. City-initiated text amendment, amending: (1) Title 16, Ketchum Municipal Code, to add avalanche and mountain overlay development and design standards for proposed subdivisions within designated avalanche areas (16.04.040 R) and a provision limiting new roads in avalanche areas (16.04.040 H.24); (2) Title 17, Ketchum Municipal Code, to amend the avalanche zone district use restrictions by clarifying allowed construction purposes (17.92.010 A.6.), to clarify conditions for rentals in avalanche areas (17.92.010 D.4), to specify that subdivision located within both the high hazard avalanche area and the mountain overlay district is limited to not greater than three (3) lots or dwellings, and further clarifying when townhome, condominium and subdivision developments in high and moderate avalanche areas within the city are otherwise permitted (17.92.010 D.5.), to require protected utility meters and shut-off valves for new construction and substantial remodels in the avalanche zone district (17.92.010 D.6) and to amend the zoning district map of the city to include defined avalanche areas in the River Run Base Area, Esmerelda Subdivision, and portions of Warm Springs Ranch;

Snow Storage. City-initiated text amendments to Title 17, Ketchum Municipal Code, to add both a commercial and a neighborhood off-site snow storage definition (17.08.020), to add development standards for commercial and neighborhood off-site snow storage (17.124.160), and to amend the city's district use matrix to specify appropriate locations for commercial and neighborhood off-site snow storage (17.12.020 A.6.).

Both ordinances will also provide a repealer clause, a savings and severability clause, and an effective date.

- NOTICE:** **Planning and Zoning Commission:**  
The public hearing on January 8, 2018 was noticed by vote of the Planning and Zoning Commission to continue the December 11, 2017 public hearing to January 8, 2018. Public notice for the public hearing on December 11, 2017 was published in the Idaho Mountain Express on November 22, 2017, and was posted in three public locations on November 17, 2017, and was sent to outside agencies on October 27, 2017.
- PUBLIC HEARINGS:** Planning and Zoning Commission  
- November 13, 2017  
- December 11, 2017  
- January 8, 2018
- PLANNER:** Brittany Skelton, Senior Planner  
John Gaeddert, Contract Planner  
Micah Austin, Planning and Building Director
- TABLES:** Table 1. Summary of Amendments  
Table 2. Compliance with Comprehensive Plan
- ATTACHMENTS:** Attachment A. History of Avalanche Ordinance Amendments  
Attachment B. 1978-2009 Avalanche Subdivision History – Plats, Townhomes, Condominium Developments  
Attachment C. List of Historic Projects in the MOD and Avalanche Zone Districts.

## **BACKGROUND**

All proposed amendments to Chapter 16.04 and 17.92 within this report are intended to address the topics which are listed below.

1. Add additional development and design standard for proposed subdivisions affected by avalanche.
  - Example of proposed: “16.04.040: DEVELOPMENT AND DESIGN: ...R. Avalanche: All improvements and plats (land, PUD, townhome, condominium) created pursuant to this chapter shall comply with City of Ketchum Avalanche Zone District requirements as set forth in Title 17 of the Ketchum Municipal Code and Mountain Overlay Zoning District requirements set forth in 17.104 et. seq.”
2. Clarify purpose #6 of the avalanche zone district.
  - Example of proposed: “6. To allow for construction of ~~single-family~~ residences and other uses consistent with the city’s zone district use matrix by persons informed of potential avalanche danger with regard to a specific parcel of real property, while providing regulations to protect lessees, renters and subtenants of property within such zone.”
3. Clarify notice provisions of 17.92.010 D.4, for owners, renters, and short-term occupancies in the avalanche zone district.
  - Amend existing as follows: “4. Any structure which has been constructed within the avalanche zone and without engineering study shall not ~~may~~ be leased, rented or sublet from November 15 through April 15 of each year provided the lease premises have been engineered to withstand avalanche forces consistent with this chapter and lessees and tenants are notified in writing of

the avalanche risk. Any residence that has not been engineered to withstand avalanche forces consistent with this chapter shall not be rented from November 15 through April 15 of each year and any residence that has not been engineered to withstand avalanche forces that is being leased or rented on the effective date hereof shall be deemed a zoning violation and shall be governed by chapter 17.156 of this title.

4. Clarify subdivision allowances within the avalanche zone district, 17.92.010 D.5.
  - Existing: “5. There shall be no further subdivision of any real property, including lot splits, which would result in the creation of a lot or building site, in whole or part, within the avalanche zone. A variance to this provision may be granted if a lot can be created in which the building site conforms to all other provisions of this title and is located entirely outside of the avalanche zone.”
  - Excerpt of proposed: “.....(a) Further subdivision of any real property, which would result in the creation of a new lot or building, in whole or part, when the property is located within both the high hazard avalanche zone and the mountain overlay district shall be limited to three (3) lots or dwellings.”
5. Add new 17.92.010 D.6 requirement for protected utility meters and shut-off valves for new construction and substantial remodels in the avalanche zone district.
  - Example of proposed: “For projects that constitute a Substantial Improvement, the utility meters and shut-off valves shall be installed on the leeward-side of buildings in a protected location, to the satisfaction of the Fire department.”
6. Amend 17.92 I and the official zoning map of the city to include the avalanche areas defined in the studies prepared for the River Run Base Area, Esmerelda Subdivision, and Warm Springs Ranch.
  - Example of proposed: “The zoning district map of the City of Ketchum is amended to include within the Avalanche Overlay the avalanche areas defined in the avalanche studies prepared for portions of Warm Springs Ranch, the River Run Base Area, and Esmerelda Subdivision, as described in Exhibit A [include an Exhibit with the avalanche areas mapped using GIS or surveyed with legal descriptions.”
7. Add new neighborhood and commercial off-site snow storage definitions to 17.08, Definitions.
  - COMMERCIAL OFF-SITE SNOW STORAGE: The storage of snow that has been removed from one or more privately owned lots and relocated off-site to a different lot in the Community Core (CC), Tourist (T), and/or Light Industrial zoning districts (LI-1, LI-2, and LI-3). This definition does not distinguish whether or not the sending and receiving lots are held under the same ownership and does not include the storage of snow removed from the right-of-way or property owned by public agencies.
  - NEIGHBORHOOD OFF-SITE SNOW STORAGE: The use of residentially zoned property in the city for the storage of snow from no more than three (3) neighboring lots within three hundred feet (300’) of the snow storage parcel. This definition does not require the sending and receiving lots to be under the same ownership and does not include the storage of snow removed from the right-of-way or property owned by public agencies.
8. Add development standards for neighborhood and commercial off-site snow storage.
  - Commercial and Neighborhood Off-site Snow Storage may be allowed on lots containing Floodplain, Avalanche, and Mountain Overlay zones, provided no portion of the storage use is located in Floodplain, Avalanche, or MOD zones.
  - A drainage plan shall be submitted to the Administrator demonstrating how snow melt will be drained entirely on the lot, not into sensitive areas such as floodplains, and not off-site onto public ROWs or neighboring property;

- Snow storage piles are subject to a ten foot (10') minimum setback from property lines and shall not exceed ten feet (10') in height;
- Snow storage shall not encroach upon any easement designated for a purpose other than snow storage;
- Snow storage shall not conflict with emergency service access, including access to fire hydrants, required to deliver public services to the subject lot or any other lot;
- Commercial and Neighborhood Off-Site Snow Storage is limited to the storage of snow only; storage of equipment related to snow removal is subject to all other applicable regulations in the Ketchum Municipal Code;
- The use of bulldozers and other on-site equipment to push piles of snow higher or around on-site must be equipped with broadband self-adjusting alarms or other OSHA-approved low noise reversing alarm beepers;
- Hours of operation shall comply with the city's noise ordinance and the times of day when snow and ice may be deposited are limited to seven-thirty o'clock (7:30) A.M. to seven o'clock (7:00) P.M. on weekdays, and between the hours of nine o'clock (9:00) A.M. and six o'clock (6:00) P.M. on Saturday. Upon written authorization, the Administrator may waive this requirement for a period of not greater than twenty four (24) hours after or during a storm event resulting in or expected to result in greater than one foot (1') of snow accumulation occurs;
- Conditional uses are required of all neighborhood and/or commercial off-site snow storage operations when the off-site snow storage project: (a) affects greater than one-half acre; or, (b) has, at the discretion of the Administrator, the potential to negatively impact neighboring uses within 300' of the proposed neighborhood or commercial off-site snow storage operation. In such instances, the conditional use permit submittal and approval requirements set forth in 17.116 of the Ketchum Municipal Code shall be followed; **and**
- The storage of snow removed from the right-of-way or property owned by public agencies are specifically exempt from the Commercial and Neighborhood Off-Site Snow storage requirements set forth herein.

9. Add commercial off-site snow storage and neighborhood off-site snow storage to the city land use matrix (17.12.020) and specify administrative processes (17.124.160).

A public hearing was noticed according to Idaho Code §67-6509 and all public comment received by Monday, November 13, 2017 can be found in Attachment C; any public comment received prior to the public hearing will be printed and distributed to each Commissioner and included in the public record.

**TABLE 1: Summary of Amendments to Title 16, Subdivision Regulations and Title 17, Zoning Regulations**

SECTION	Summary of Amendments
<b>Avalanche</b>	
16.04.040.R	<p>+ A new provision is added to the subdivision development and design review section of Title 16, Chapter 4 as follows:</p> <p><b>PROPOSED NEW ORDINANCE LANGUAGE:</b></p> <p>R. Avalanche: All improvements and plats (land, PUD, townhome, condominium) created pursuant to this chapter shall comply with City of Ketchum Avalanche Zone District and Mountain Overlay Zoning District requirements as set forth in Title 17 of the Ketchum Municipal Code.</p>

<p>17.92.010 A.6.</p>	<p>+ One of the six purposes specified for the Avalanche Zone District is amended to clarify which uses may be constructed, subject to applicable rules, in the avalanche zone district.</p> <p>+ Zoning districts affected by avalanche are: LR, GR-L, T, T-4000, and AF.</p> <p>+ Proposed edits are as follows:</p> <p><b>PROPOSED EDITS TO EXISTING ORDINANCE LANGUAGE</b></p> <p>“6. To allow for construction of <del>single-family</del> residences <u>and other uses consistent with the city’s zone district use matrix</u> by persons informed of potential avalanche danger with regard to a specific parcel of real property, while providing regulations to protect lessees, renters and subtenants of property within such zone.”</p>
<p>17.92.010.D.4</p>	<p>+ Continue to disallow rentals and short-term occupancies in the avalanche zone district for residences that are not designed to withstand avalanche forces and no engineering has occurred.</p> <p>+ Add requirement that tenants, renters, VRBO, and other occupants of rentals in avalanche zone district be notified</p> <p><b>PROPOSED EDITS TO EXISTING ORDINANCE LANGUAGE</b></p> <p>4. Any structure which has been constructed within the avalanche zone <del>and without engineering study shall not</del> <u>may</u> be leased, rented or sublet from November 15 through April 15 of each year <u>provided the leased premises have been engineered to withstand avalanche forces consistent with this chapter and lessees and tenants are notified in writing of the avalanche risk.</u> Any residence <u>that has not been engineered to withstand avalanche forces consistent with this chapter shall not be leased, rented, or sublet from November 15 through April 15 of each year and any residence that has not been engineered to withstand avalanche forces that is being leased, rented, or sublet on the effective date hereof shall be deemed a zoning violation and shall be governed by chapter 17.156 of this title.</u></p>
<p>17.92.010 D.5.</p>	<p>+ Update the subdivision use prohibition language set forth in sub-section D.5.</p> <p>+ Address the fact that subdivisions (lot splits, townhome sublots/developments, platted condominium units) have been created over the past few decades despite clear language prohibiting subdivisions:</p> <p><b>CURRENT ORDINANCE LANGUAGE (to be repealed):</b></p> <p>D. Use Restrictions: The following restrictions are imposed upon construction, development and use of all real property located within the avalanche zone:</p> <p>5. “There shall be no further subdivision of any real property, including lot splits, which would result in the creation of a lot or building site, in whole or part, within the avalanche zone. A variance to this provision may be granted if a lot can be created in which the building site conforms to all other provisions of this title and is located entirely outside of the avalanche zone.”</p>

	<p>+ Tier development allowances between: (1) Avalanche areas that are not in the Mountain Overlay District (MOD) and (2) Avalanche areas that are in the Mountain Overlay District (MOD).</p> <p><b>PROPOSED NEW ORDINANCE LANGUAGE (to replace repealed language):</b></p> <p>5. Title 16, Chapter 4 of the Ketchum Municipal Code sets forth rules affecting the subdivision of property, including lot splits, townhouse sublots and developments, planned unit developments, and condominium developments. Within the avalanche zone district the following use restrictions apply:</p> <p>(a) Further subdivision of any real property, which would result in the creation of a new lot or building, in whole or part, when the property is located within both the high hazard avalanche zone and the mountain overlay district shall be limited to three (3) lots or dwellings.</p> <p>(b) The subdivision of real property (including land subdivisions, planned unit developments, townhome sublots and developments, and condominium developments) within the avalanche zone district is permitted, provided:</p> <p style="padding-left: 40px;">(i) after the effective date of this ordinance, not more than three (3) lots or dwellings within both the high hazard avalanche district and mountain overlay district may be developed;</p> <p style="padding-left: 40px;">(ii) the project complies with all applicable design review requirements and zone standards, including 17.92; and,</p> <p style="padding-left: 40px;">(iii) the subdivision complies with Title 16, Subdivision Regulations, of the Ketchum Municipal Code.</p> <p>(c) A variance to this provision, subject to 17.148, may be granted if a lot can be created in which the building site conforms to all other provisions of this title and is located entirely outside of the avalanche zone.</p>
<p>17.92.10 D.6</p>	<p>+ Address Fire Department recognized safety concern</p> <p>+ Add requirement for protected utility meters and shut-off valves in protected locations for new construction and substantial remodels in the avalanche zone district.</p> <p><b>PROPOSED NEW ORDINANCE LANGUAGE</b></p> <p>6. For projects that constitute a Substantial Improvement, the utility meters and shut-off valves shall be installed on the leeward-side of buildings in a protected location, to the satisfaction of the Fire department.</p>
<p>17.92. I</p>	<p>+ Show the avalanche zones on the developed Esmeralda property.</p> <p>+ Show the avalanche zones of the annexed Warm Springs Ranch and River Run Base Area properties.</p> <p><b>PROPOSED NEW ORDINANCE LANGUAGE</b></p>

	<p>17.92.I. "The zoning district map of the City of Ketchum is amended to include within the Avalanche Overlay the avalanche areas defined in the avalanche studies prepared for portions of Warm Springs Ranch, the River Run Base Area, and Esmerelda Subdivision, as described in Exhibit A [include an Exhibit with the avalanche areas mapped using GIS or surveyed with legal descriptions]."</p>
<p><b>Snow Storage</b></p>	
<p>17.08.020</p>	<p>+ Codify off-site snow storage activities occurring already in the various parts of the city.</p> <p>+ Distinguish between neighborhood snow storage arrangements and commercial ones.</p> <p>+ Add a definition to Section 17.08.020, Terms Defined. The definition should clarify that this is a separate use from the removal of snow from the public right-of-way and publicly owned property by the city or contractors hired by the city for such purpose.</p> <p><b>PROPOSED NEW DEFINITIONS:</b></p> <ul style="list-style-type: none"> <li>○ COMMERCIAL OFF-SITE SNOW STORAGE: The storage of snow that has been removed from one or more privately owned lots and relocated off-site to a different lot in the Community Core (CC), Tourist (T), and/or Light Industrial (LI-1, LI-2, LI-3) zoning districts. This definition does not distinguish whether or not the sending and receiving lots are held under the same ownership and does not include the storage of snow removed from the right-of-way or property owned by public agencies.</li> <li>○ NEIGHBORHOOD OFF-SITE SNOW STORAGE: The use of residentially zoned property in the city for the storage of snow from no more than three (3) neighboring lots within three hundred feet (300') of the snow storage parcel. This definition does not require the sending and receiving lots to be under the same ownership and does not include the storage of snow removed from the right-of-way or property owned by public agencies.</li> </ul>
<p>17.124.160</p>	<p>+ Add development standards for neighborhood and commercial off-site snow storage.</p> <p>+ Development standards would have to be met whether the use is permitted as of right in a zone or permitted through a Conditional Use Permit when a specified threshold of scale is surpassed.</p> <p>+ Allow neighborhood and commercial arrangements for off-site snow storage and avoid unnecessary hauling, traffic impacts, and costs.</p> <p>+ Provide CUP safeguard for larger operations and specific situations identified by Administrator.</p> <p>+ Specify Development Standards for the use in Chapter 17.124, Development Standards.</p> <p><b>PROPOSED NEW ORDINANCE LANGUAGE</b></p> <p>17.124.160: COMMERCIAL AND NEIGHBORHOOD OFF-SITE SNOW STORAGE  Commercial Off-Site Snow Storage is allowed as a permitted use in the Community Core (CC), Tourist (T), and Light Industrial (LI-1, LI-2, LI-3) zoning districts.  Neighborhood Off-Site Snow Storage is allowed as a permitted use in residential</p>

	<p>and short-term occupancy zoning districts. Commercial and Neighborhood Off-site Snow Storage are permitted uses as specifically depicted in the city’s district use matrix (Chapter 17.12.020.A), provided the following conditions are met:</p> <ul style="list-style-type: none"> <li>A. Commercial and Neighborhood Off-site Snow Storage may be allowed on lots containing Floodplain, Avalanche, and Mountain Overlay zones; provided no portion of the Commercial Off-site Snow Storage use is located in Floodplain, Avalanche, or MOD zones.</li> <li>B. A drainage plan shall be submitted to the Administrator demonstrating how snow melt will be drained entirely on the lot, not into sensitive areas such as floodplains, and not off-site onto public ROWs or neighboring property;</li> <li>C. Adequate drainage must be provided so that snow melt is drained entirely on the lot;</li> <li>D. Snow storage piles are subject to a ten foot (10’) minimum setback from property lines and shall not exceed ten feet (10’) in height;</li> <li>E. Snow storage shall not encroach upon any easement designated for a purpose other than snow storage;</li> <li>F. Snow storage shall not conflict with emergency service access, including access to fire hydrants, required to deliver public services to the subject lot or any other lot;</li> <li>G. Off-Site Snow Storage is limited to the storage of snow only; storage of equipment related to snow removal is subject to all other applicable regulations in the Ketchum Municipal Code;</li> <li>H. The use of bulldozers and other on-site equipment to push piles of snow higher or around on-site must be equipped with broadband self-adjusting alarms or other OSHA-approved low noise reversing alarm beepers;</li> <li>I. Hours of operation shall comply with the city’s noise ordinance and the times of day when snow and ice may be deposited are limited to seven-thirty o’clock (7:30) A.M. to seven o’clock (7:00) P.M. on weekdays, and between the hours of nine o’clock (9:00) A.M. and six o’clock (6:00) P.M. on Saturday. Upon written authorization, the Administrator may waive this requirement for a period of not greater than twenty four (24) hours after or during a storm event resulting in or expected to result in greater than six inches (6”) of snow accumulation occurs;</li> <li>J. Conditional uses are required of all neighborhood and/or commercial off-site snow storage operations when the off-site snow storage project: (a) affects greater than one-half acre; or, (b) has, at the discretion of the Administrator, the potential to negatively impact neighboring uses within 300’ of the proposed neighborhood or commercial off-site snow storage operation. In such instances, the conditional use permit submittal and approval requirements set forth in 17.116 of the Ketchum Municipal Code shall be followed; and</li> <li>K. The storage of snow removed from the right-of-way or property owned by public agencies are specifically exempt from the Commercial Off-Site Snow storage requirements set forth herein.</li> </ul>
<p>17.12.020 A.6.</p>	<p>+ Amend the city’s district use matrix to specify appropriate locations for commercial off-site snow storage in commercial zones only (in each of the CC, LI, and T zone districts) and for neighborhood off-site snow storage in residential districts.</p> <p>+ Establish an appropriate process for the review for off-site snow storage use.</p> <p><b>PROPOSED NEW LANGUAGE (see below)</b></p>



**ADD** - “Commercial Off-site Snow Storage” and “Neighborhood Off-site Snow Storage” to Matrix

**ADD** - “p<sup>32</sup>” annotation within each of the districts, as noted

**ADD** – new note 32, “All commercial and neighborhood off-site snow storage uses are subject to the standards set forth in section 17.124.160 of this title. Conditional uses are required of all off-site snow storage operations when the project: (a) affects greater than one-half acre; or, (b) has, at the discretion of the Administrator, the potential to negatively impact neighboring uses within 300’ of the proposed neighborhood or commercial off-site snow storage operation.”

**PROPOSED AMENDMENT TO DISTRICT USE MATRIX –**

P = Permitted	C = Conditional	A = Accessory
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District Uses	LR	LR-1	LR-2	GR-L	GR-H	S TO .4	S TO -1	S TO -H	T	T-3000	T-4000	C S D A	C S D B	C S D C	C S D D	LI-1	LI-2	LI-3	RU	AF
Commercial:																				
Commercial Off-site Snow Storage									P / C <sub>32</sub>	P / C <sub>32</sub>	P / C <sub>32</sub>	P / C <sub>32</sub>	P / C <sub>32</sub>	P / C <sub>32</sub>	P / C <sub>32</sub>	P / C <sub>32</sub>	P / C <sub>32</sub>	P / C <sub>32</sub>		
Neighborhood Off-site Snow Storage	P / C <sub>32</sub>	P / C <sub>32</sub>	P / C <sub>32</sub>	P / C <sub>32</sub>	P / C <sub>32</sub>	P / C <sub>32</sub>	P / C <sub>32</sub>	P / C <sub>32</sub>												

**New Note:**

32. All commercial and neighborhood off-site snow storage uses are subject to the standards set forth in section 17.124.160 of this title. Conditional uses are required of all off-site snow storage operations when the project: (a) affects greater than one-half acre; or, (b) has, at the discretion of the Administrator, the potential to negatively impact neighboring uses within 300’ of the proposed neighborhood or commercial off-site snow storage operation.

**TABLE 2: Compliance with Comprehensive Plan**

SUPPORTING SECTION	SUMMARY OF COMPLIANCE OF PROPOSED AMENDMENTS WITH THE 2014 COMPREHENSIVE PLAN
<b>Chapter 1: Community Vision and Core Values</b>	
<b>Introduction</b>	<p>The Plan was developed to serve a variety of purposes, including the following:</p> <ul style="list-style-type: none"> <li>• Establish the policy framework for land use decisions that preserve and enhance the community;</li> <li>• Communicate the land use and development policies of the City;</li> <li>• Clarify and balance relationships between physical development goals, such as land use and infrastructure or land conservation, with social and economic goals, such as economic development;</li> <li>• Provide a basis for updating zoning and subdivision regulations and determining whether the regulations support the community’s desired future;</li> </ul>
<b>4. A Variety of Housing Options</b>	<p>Ketchum values a community where people who wish to work and live here can do so. With housing and land prices expected to grow and wages expected to remain relatively constant, the community must explore ways to ensure that citizens have a reasonable choice of housing. Ketchum strives to use creative solutions to housing diversity by looking to partnerships, evaluating zoning, density, and infill policies; removing barriers, and creating incentives to achieve our goals.</p>
<b>Chapter 4: Community Design and Neighborhoods</b>	
<b>Policy CD-2.2 Mountain Overlay Zone</b>	<p>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>
<b>Chapter 7: Mobility</b>	
<b>Goal M-1</b>	<p>Promote land use patterns, densities and mobility planning that maximizes investments and promotes safe and efficient mobility.</p>
<b>Chapter 12: Future Land Use</b>	
<b>Introduction</b>	<p>Ketchum seeks to promote a land use pattern that represents the sustainable use of land, energy and other resources by encouraging orderly, contiguous growth that maximizes efficiency and respects the “small town” community character. With a finite supply of land that is suitable for urban development, the plan provides for community change that balances growth and conservation.</p>

<b>3. Infill and Redevelopment to Accommodate Growth</b>	One of the mainstays of the Plan is the overall concept of adding residential density within strategic locations near major transportation corridors, downtown and activity centers. Adding units within areas already largely “built up” is the most sustainable development pattern, because it lessens the need for costly infrastructure improvements, including utilities and transportation services. It also makes walking, bicycling and transit more practical
<b>6. Protection of Natural Features, Open Space, and Rural Character at the Community Edges</b>	The Future Land Use Plan illustrates a connected system of open space to conserve natural features, including ... sage-covered hillsides, forested areas, and views from major roads. These are significant parts of Ketchum’s heritage and value according to many residents. When possible, the more “rural” residential development near the edge of the community is clustered to conserve open space. Such clustered development could help conserve hillsides, views and riparian areas.
<b>Appendix A: Community Profile</b>	
<b>Earthquake Rating and Snow Load</b>	<ul style="list-style-type: none"> <li>• Numerous avalanches are observed on the upper and lower slopes annually.</li> <li>• The number of observed avalanches along with the terrain, vegetation and weather factors characteristic of the area, are sufficient to verify frequent avalanche hazard to the canyon floor.</li> <li>• The occurrence of avalanches on the west slope of Dollar Mountain above Trail Creek is also regularly observed.</li> <li>• As a result of the studies and reports prepared by Norman Wilson and Arthur Mears, the City established an avalanche zone overlay district where special regulations and restrictions apply.</li> </ul>

**STAFF RECOMMENDATION**

After discussing the ordinance, staff recommends the following motion be made:

"I MOVE TO RECOMMEND APPROVAL TO THE KETCHUM CITY COUNCIL of the proposed city-initiated avalanche and commercial and neighborhood off-site snow storage amendments [with the following modifications - LIST as appropriate]."

**Attachment A.**

History of Avalanche Ordinance Amendments

### History of modifications to the Avalanche Ordinance

Year	Type	Summary	Action	# of Sub under ord.
1974	Ordinance No.208	Comprehensive Zoning Ordinance establishing the, "Avalanche Control District", Section 16.	<p><b>Section XVI: A-Avalanche Control Combining District</b>            The A-Avalanche Control Combining District is established to identify and place controls upon those areas where, after due investigation and study, the City Council finds that avalanche potentials exist. Avalanches are caused by steepness of slope, exposure, snow pack composition, wind, temperature, rate of snowfall and other little understood interacting factors. In the past, failure to apply special restrictions and regulations in the potential avalanche areas has resulted in loss of property and health and safety hazard. Because of their devastating nature, any structure in a potential avalanche zone must have such siting and construction so as to prevent damage to property and loss of life to permanent or casual occupants or any persons attempting rescue operations.</p> <p><b>16.1 Conditional Uses Permitted:</b> The A-Avalanche Control Combining District shall be an "overlay district," and shall apply the additional requirements of the "A" district to the uses otherwise permitted in the district. All uses allowed in the district with which the "A" district combines shall be allowed only by conditional use permit, subject to the additional restrictions of the "A" district. If any of the regulations specified in this section differ from corresponding regulations specified for a district with which the "a" district is combined, or if the Planning and Zoning Commission and City Council find it necessary to add additional controls, the regulations of this section shall govern.</p> <p>The A-Avalanche Control Combining District shall cover those areas subject to possible avalanche hazard as shown on the zoning map of the City of Ketchum. The A Avalanche Control Combining District shall consist of two areas:</p> <ol style="list-style-type: none"> <li>1. The Extreme Hazard Avalanche Sub-Zone, where all building except for owner-occupancy shall be prohibited; and</li> <li>2. The Avalanche Fringe Sub-Zone, where possible lighter damage might occur, and some more intense use could be tolerated.</li> </ol>	4

		<p><b>16.2 General Consideration</b> – The following factors apply to consideration of all applications for conditional use permits for any otherwise permitted uses and construction in the A-Avalanche Control Combining District: <b>(1)</b> Whether all utilities such as power, telephone, gas television cables, etc., are presently or will be placed underground. <b>(2)</b> Whether the structure is of a type which would not be appreciably damaged by avalanches; <b>(3)</b> Whether the structure is designed, constructed, and located so as to minimize the potential damage to it, and so as not to deflect the avalanche from its natural path; and <b>(4)</b> Whether the structure is anchored and constructed so as not to cause damage to any other structures in the avalanche path below.</p> <p><b>16.3 Use Restrictions – 1)</b> In the Extreme Avalanche Hazard Sub-Zone no above ground construction shall be permitted, except as hereinafter specified. This restriction shall include but not be limited to roads, streets, dwellings, stables, trailer parks and industrial buildings. <b>An owner-occupied, single-family home may be constructed only with prior approval by the planning and Zoning Commission, upon recommendation from the Building inspector after due consideration of the other requirements of this section,</b> and such dwelling may be resided in by owner year round but may be resided in by owner year round but may not be rented out between November 1 and April 30. <b>2) Only one single-family dwelling shall be permitted on any one lot.</b> <b>3)</b> Topographic, engineering and construction information necessary to evaluate any proposed project in the Avalanche Combining District shall be submitted to the City of Ketchum Building Inspector for review and approval. <b>4)</b> Any buildings constructed in the Avalanche Control Combining District shall be subject to immediate evacuation whenever the City Council of the City of Ketchum declares by duly enacted resolution that an avalanche hazard exists. Such evacuation shall continue until the City Council, by subsequent resolution, declares the end of the avalanche hazard. <b>5)</b> The granting of approval for any structure or use or the declaration or failure to declare the existence or end of an avalanche hazard shall not constitute a representation, guaranty or warranty of any kind or nature by the City of Ketchum, or any official or employee thereof, or the practicality or safety or any structure or use proposed or the continued occupancy thereof, and shall create no liability upon or cause of action against such public body, or its officials or employees for any damage that may result thereto or to its occupants. <b>6)</b> All plats</p>	
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			<p>filed in the designated Avalanche Combining District shall include the following: (a) Clear designation of the areas in the plat subject to Extreme Hazard and Fringe Avalanche danger; and (b) Written designation of lots and blocks or portions thereof subject to possible avalanche hazard. <b>7)</b> Avalanche protective and preventative structures which alter the natural slope and beauty of the land shall be prohibited. This shall not apply to reforestation. Alteration or removal of any existing natural barriers shall be prohibited.</p>	
1979	Resolution No. 188	<p>Moratorium on the issuance of building permits for residential structures within the proposed High (Red) Avalanche zone as designated by the following avalanche studies on file with the City of Ketchum: Avalanche study report by Norm Wilson (1977); Avalanche study report by Art Mears (1978); Avalanche study report by Art Mears (1979)</p>	<ol style="list-style-type: none"> <li>1. That a potential serious threat to the life, health, safety and welfare exist to persons residing in areas designated High (Red) Avalanche Zone by said studies.</li> <li>2. That the City of Ketchum is considering an ordinance for regulation of construction of residential structures within said High (Red) Avalanche Zone.</li> </ol>	0
1979	Ordinance 302	<p>An ordinance to the City of Ketchum, Blaine County, Idaho, amending Ordinance No. 208 by deleting section XVI, "A-Avalanche Control Combining District", in its entirety, and substituting therefor a new Section XVI, "A-Avalanche Zone</p>	<p>Section XVI A-Avalanche Zone District</p> <p>The Avalanche Zone District is established to identify those areas were, after due investigation and study, the City council finds that avalanche potential exist. Avalanches are caused by steepness of slope, exposure, snow pack composition, wind, temperature, rate of snowfall and other little understood interacting factors. Due to the potential avalanche hazard special regulations should be imposed within said district.</p>	28

		District"; Providing...	<p>16.1 Purposes - An Avalanche Zone District is hereby established as a zoning overlay district for the following purposes:</p> <p>(a) To identify those areas within the City of Ketchum where, after due investigation and study, avalanche potential is found to exist.</p> <p>(b) To give notice to the public of those areas within the City where such avalanche potential has been found to exist.</p> <p>(c) To give notice to and provide the public with the opportunity to review pertinent avalanche studies and reports including the avalanche study report made by Mr. Norm Wilson dated September, 1977, and the avalanche study report made by Mr. Art Mears dated July, 1978, and avalanche study report made by Mr. Art Mears, dated January, 1979, together with any future studies made. Copies of said studies are available for public inspection at the office of the Ketchum City Clerk. It is recommended that said studies be examined prior to purchase, development, construction or use of land located within the avalanche zone.</p> <p>(d) To minimize health and safety hazards, disruption of commerce and extraordinary public expenditures.</p> <p>(e) To promote the general public health, safety and welfare.</p> <p>(f) <b>To allow for construction of single-family residences by persons informed of potential avalanche danger with regard to a specific parcel of real property</b>, while providing regulations to protect lessees, rectorors and subtenants of property within said zone.</p> <p>16.2</p> <p>16.3</p> <p>16.4</p> <p>16.5</p> <p>16.6</p> <p>16.7</p> <p>16.8</p> <p>16.9</p>	
1987	Resolution 339	A resolution of the City Council of the City of Ketchum, Idaho authorizing the Mayor	1. That the City Council of the City of Ketchum hereby finds that said agreement is in the best interests of said City and the inhabitants thereof in order to protect and promote the public health, safety and welfare; and , that said agreement is in accordance with and authorized by the laws of the State of Idaho.	x



		to execute an agreement to construct avalanche attenuation device within Seaboard Idaho, Inc.	2. The City Council of the City of Ketchum, Idaho hereby authorizes and instructs the Mayor of said City to execute the Agreement to construct Avalanche Attenuation Device with Seaboard Idaho, Inc. For and on behalf of said City provided Seaboard Idaho, Inc. executes and delivers to Ketchum said Agreement prior to October 30, 1987.	
	Ordinance 427		“Amending #208 – amending subparagraph 4.2(1) to reflect the new avalanche zone district boundary. “	x
	Ordinance 541		Amending #208 – Subparagraph 4.2(1), Zoning District boundaries & zoning map to reflect the new avalanche zone district boundary.	x
1999	Ordinance 772	An ordinance of the City of Ketchum, Idaho, changing the designation of structures constructed within avalanche zones without engineering from a non-conforming use/building to a zoning violation in the avalanche zone district by deleting language and by adding new language; providing a savings and severability clause; and, providing an effective date.	<p><b>Whereas</b>, the current Ordinance language regarding structures constructed within Avalanche Zones, Subsection 16.4, Section XVI, Avalanche Zone District (A) in Ketchum Zoning Ordinance Number 208 is inconsistent with the intent of the Ordinance;</p> <p><b>Whereas</b>, a penalty clause is necessary to protect the renting public from potential avalanche hazards;</p> <p><b>Whereas</b>, this Ordinance is intend to add a penalty clause for structures constructed within Avalanche Zones without engineering that are leased, rented or sublet between November 15<sup>th</sup> and April 15<sup>th</sup>.</p> <p>SECTION XVI. AVALANCHE ZONE DISTRICT, Subsection 16.4 USE RESTRICTIONS.  16.4 USE RESTRICTIONS - The following restrictions are hereby imposed upon construction, development and use of all real property located within the Avalanche Zone:</p> <p>(4) Any structure which has been constructed within the Avalanche Zone and without engineering study, shall not be leased, rented, or sublet from November 15th through April 15th of each year. Any residence being leased or rented on the effective date of this Ordinance shall be deemed a <del>non-conforming use and continued leasing or rental thereof shall be governed by Section XXVI of Ordinance Number 208</del> zoning violation and shall be governed by Section XXVI of Ordinance Number 208.</p>	
2000	Ordinance 852	An ordinance of the City of Ketchum, Idaho,	<b>Section 17.92.010.E. General Notice Requirements</b>	<b>0</b>

		<p>Amending Zoning Code, Chapter 17.92, Avalanche Zone District, Section 17.92.010.E.3, General Notice Requirements; providing a repealer clause; providing a savings and severability clause; and; providing an effective date.</p>	<p>3. Prior to <u>the issuance of any building permit for construction or improvements within the Avalanche Zone, the applicant shall <del>appear before the council for the purpose of receiving</del> submit to the Building Inspector a written acknowledgment signed by the applicant under seal of a notary public of the applicant's actual knowledge that the proposed building or improvement will be located within the Avalanche Zone. The applicant will also acknowledge that he or she has actual knowledge of the studies conducted to date regarding the Avalanche Zone that are on file with the Planning Department.</u></p> <p><u>The acknowledgment shall state the following:</u></p> <p><u>"I, (applicant's name), the applicant named in Building Permit Number (#) intend to construct (type of building, outbuildings and/or improvements) on (property description, including legal description and (street address)). I acknowledge that this development and the parcel of land on which the development will be situated are within the Avalanche Zoning District. I have thoroughly read and fully understand Ketchum Zoning Code Title 17, Chapter</u></p> <p><u>17.92 'Avalanche Zone District' and the reports by Art Mears and Norman Wilson on file with the City of Ketchum Planning Department. I fully understand that building within the Avalanche Zone may pose a substantial hazard to life, health, and property for residents, guests, visitors, both invited and uninvited, children, city employees, utility workers, public servants, and animals. I also fully understand that City services, including fire protection, police, and medical and ambulance service may be suspended during times of high hazard.</u></p> <p><u>I, on behalf of myself, my personal representatives and my heirs, hereby voluntarily agree to release, waive, discharge, hold harmless, defend and indemnify the City of Ketchum and its officers, employees, agents, and contractors from any and all claims, actions, or losses for bodily injury, death, wrongful death, property damages, and loss of services which may arise out of the construction of the buildings, outbuildings, and/or improvements that are the subject of my Building Permit Number ( ).</u></p>	
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			<p><u>I also promise and agree to file an executed copy of this Acknowledgment, conformed or stamped as received by the Ketchum Planning Department as an addendum to my deed to the real property described herein with the County Recorder.</u></p>	
2001	Ordinance 862	<p>An Ordinance of the City of Ketchum, Idaho, amending zoning code, chapter 17.92, avalanche zone district, section 17.92.010.E.3, General Notice Requirements; providing a repealer clause; providing a savings and severability clause; and, providing an effective date.</p>	<p><b>Section 17.92.010.E. General Notice Requirements</b>  3. Prior to the issuance of any building permit for construction or improvements within the Avalanche Zone, the applicant shall personal notice of the fact said building is within the Avalanche Zone and notice of the studies conducted to date with regard thereto, submit to the Building Inspector a written acknowledgement signed by the applicant under seal of a notary public of the applicant’s actual knowledge that the proposed building or improvement will be located within the avalanche zone. The applicant will also acknowledge that he or she has actual knowledge of the studies conducted to date regarding the Avalanche Zone that are on file with the Planning Department.</p>	10
2015	Ordinance 1135	<p>An ordinance of the City of Ketchum, Blaine County, Idaho, repealing and replacing Title 17, Zoning Regulations, of the Ketchum municipal Code; providing a repealer clause; providing a savings and severability clause, and providing an effective date.</p>	<p>Exemptions for single family residences were removed.</p>	

**Attachment B.**

1978-2009 Avalanche Subdivision History – Plats, Townhomes, Condominium Developments

Year	Name	App #	Approval type	Fully within Avalanche Zone (Y/N)	Within Avalanche at Approval	Parcel #	Prop. Address	Legal (at time of application)	Misc Notes
1978	VALLEY CONDO	78-022	Condo	Yes	No	RPK09550000000	301 SAGE RD	WARM SPRINGS VILL. SUB., 4TH ADD., LOT 1, BLOCK 1	
1978	WARM SPRINGS VIEW CONDO	78-024	Condo	Yes	No	RPK09700000000	2917 WARM SPRINGS RD	WARM SPRINGS VILL. SUB., LOT 2, BLOCK 1	
1979	PINE TREE CONDOS	79-010	Condo	Yes	No	RPK08750000000	234 CEDAR DR 2	WARM SPRINGS VILL. SUB., 3RD ADD., LOT 2, BLOCK 2	
1979	WARM SPRINGS #5-LOT 20 CONDOS	79-013	Condo	No	No	RPK09660000000	1135 BELMONT DR A		
1980	WINTER SUN CONDOS	80-036	Condo	Yes	No	RPK09860000000	414 & 420 SAGE RD	WARM SPRINGS VILL. SUB., 4TH ADD., LOTS 24 AND 25, BLOCK 8	
1981	CALICO CONDO	81-007	Condo	Yes	No	RPK07380000000	415 SAGE RD	WARM SPRINGS VILL. SUB., 4TH ADD., LOT 9, BLOCK 1	
1981	SAGE CONDOS	80-016, 8	Condo	Yes	Yes	RPK08970000000	320 SAGE RD	WARM SPRINGS VILL. SUB., 4TH ADD., LOT 20, BLOCK 3	
1982	NORTH SLOPE CONDOS	82-019	Condo	Yes	No	RPK08570000000	209 SAGE RD 1 & 2	WARM SPRINGS VILL. SUB., 4TH ADD., LOT 4, BLOCK 2	
1983	BALDY VIEW CONDO	83-003/	Condo	Yes	No	RPK07260000000	2812 WARM SPRINGS RD	WARM SPRINGS VILL. SUB., LOT 8, BLOCK 4	Original legal provided. Verify avalanch designation at original approval.
1983	FIR DRIVE TOWNHOUSES LOT 7A & B	83-006;	Condo/	Yes	No	RPK0314000007A	107 & 109 FIR DR		FIR DRIVE CONDOMINIUMS/
1984	COZY VIEW CONDOS	84-019	Condo	Yes	No	RPK07530000000	219 SAGE RD 1 & 2	WARM SPRINGS VILL. SUB., 4TH ADD., LOT 2, BLOCK 2	
1984	SUNBEAM VILLA CONDOS	84-002	Condo	Yes	No	RPK09340000000	409 SAGE RD	WARM SPRINGS VILL. SUB., 4TH ADD., LOT 8, BLOCK1	
1989	319 SAGE TOWNHOUSES	89-034	T.H. S.D.	Yes	Yes	RPK0382000005A	319 SAGE RD	WARM SPRINGS VILL. SUB., 4TH ADD., LOT 5, BLOCK 1	
1991	EAGLE RIDGE TOWNHOMES	91-003	T.H. S.D.	No	Unknown	RPK03130000000	3212 WARM SPRINGS RD		(4 Town Home units = units total
1992	Flowers Bench	92-006						FLOWERS BENCH SUB., LOT 3	
1992	PROSPECTOR VILLAGE (Condos)	92-009	Condo	No	Yes				
1993	BORDEAUX TOWNHOUSES	79-006/7	Condo/ TH.S.D	Yes	No /Yes	RPK03040000020	208 GEORGINIA RD 1 & 2	B & B CONDOMINIUMS	
1993	COLUMBINE TOWNHOUSES (4 sublots)	79-020/79-024; 93-030	Condo/ T.H.S.D.	Yes	No / Yes	RPK03080000030	324 GEORGINIA RD	WARM SPRINGS VILL. SUB., 2ND ADD., LOT 7, BLOCK 3 / COLUMBINE TOWNHOUSES, SUBLOTS 1, 2, 3 AND 4	
1994	HERBIE COMES TO KETCHUM TOWNHOUSES	94-008	T.H.S.D.		Yes			WARM SPRINGS SUB. NO. 5, LOT 25, BLOCK 1	
1994	SOUTH BALDY ESTATES	94-034	Other		Yes			SOUTH BALDY ESTATES SUB.	LR-2; Land sub; not approved yet.
1994	SPELLBOUND TOWNHOUSES	82-001;						WARM SPRINGS VILL. SUB., LOT 1, BLOCK 5 / SPELLBOUND CONDOMINIUMS, UNITS 1 AND 2	
1994	SPELLBOUND TOWNHOUSES	94-029	Condo/ T.H.S.D.	Yes	No/Yes	RPK03840000010	3008 WARM SPRINGS RD		
1995	BLAKES TOWNHOUSES	95-014	T.H.S.D.	No	Yes	RPK03020000010;	1248 HILLSIDE DR 1 & 2	WARM SPRINGS SUB. NO. 5, LOT 26	
1995	CHINOOK TOWNHOUSES	95-019	TH. S.D.	Yes	Yes	RPK0321000003A	c 215 SAGE RD A & B	WARM SPRINGS VILL. SUB., 4TH ADD., LOT 3, BLOCK 2	
1995	SKIWAY VILLAGE TOWNHOMES PHASE IV	95-013	TH.SD.						Tourist
1996	CREEKSIDE SUBDIVISION	96-016	Other		Yes		317 AND 319 SKIWAY DRIVE	SCORPION AMENDED, LOTS 1A, 3A AND PARCEL A	Land Sub
1996	ESMERALDA NORTH SUBDIVISION	96-011	Other		Yes		OFF LAVA STREET	ESMERALDA SUB., LOT 2, BLOCK 1	Land Sub
1996	SKIWAY VILLAGE TOWNHOMES PHASE 5 FINAL PLAT	96-021	TH.SD.		Yes		215 AND 217 SKIWAY DRIVE	SKIWAY VILLAGE PHASE 4	Tourist
1997	ELK RIDGE TOWNHOMES	97-009	T.H. S.D.	No	Yes	RPK0339000021A	c 131 BELMONT DR # A or B	WARM SPRINGS SUB. NO. 5, LOT 21, BLOCK 1	
1998	HERBIE RIDES AGAIN TOWNHOMES	98-002		Yes		RPK03280000010	251 HILLSIDE DR # 1	WARM SPRINGS SUB. NO. 5, LOT 34	LR/GR-L
1998	SCHERNTHANNERS ACRES	98-004	Other/PUD				1800 WARM SPRINGS ROAD	TAX LOT 3837	LR GR-L; Land Sub/PUD
1998	SUN BREAK TOWNHOMES	98-005	TH.SD.	Yes	Yes	RPK03790000010	2716 WARM SPRINGS RD A & B	WARM SPRINGS VILL. SUB., LOT 7, BLOCK 4	
1999	RITCHEY TOWNHOMES	99-008	TH.SD.		Yes		300 GEORGINIA	WARM SPRINGS VILL. SUB., 2ND ADD., PORTION LOTS 4 AND 5, BLOCK 3	
2001	LIVING SPRINGS TOWNHOMES	01-018	TH.SD.	Yes	Yes	RPK03480000010	402 SAGE RD # A & B	WARM SPRINGS VILL. SUB., 4TH ADD., LOT 22	
2001	MOUNTAIN CREEK TOWNHOMES	01-023	T.H.S.D.	Yes	Yes	RPK0351000002C	204 GEORGINIA RD # A & B	WARM SPRINGS VILL. SUB., 2ND ADD., AMENDED LOT 2, BLOCK 1	
2001	SEJOUR TOWNHOUSE	01-005	TH.SD.	Yes	Yes	RPK03640000010	394 & 392 SAGE RD	WARM SPRINGS VILL. SUB., 4TH ADD., LOT 21, BLOCK 3	
2004	PIONEER VIEW TOWNHOMES	85-019;						METES & BOUNDS, H.E.S.292, SEC. 11, T4N, R17E; WARM SPRINGS VILL. SUB., LOT 1, BLOCK 1	
2004	SAGE MOUNTAIN TOWNHOMES	04-018	Condo; T.H.S.D.	Yes	No	RPK0291000001A	201 SKIWAY DR A & B		
2004	SAGE MOUNTAIN TOWNHOMES	04-015	T.H. S.D.	Yes	Yes	RPK02890000020	216 SAGE RD A & B	WARM SPRINGS VILL. SUB., 4TH ADD., LOT 13	216 AND 218 SAGE ROAD
2004	SAGE TERRACE CONDO	84-003	Condo/	Yes	No	RPK08980000000	308 SAGE RD	WARM SPRINGS VILL. SUB., 4TH ADD., LOT 17, BLOCK 3	
2005	BERNATH TOWNHOMES	80-004;	Condo /TH. S.D.	Yes	No	RPK02830000010	401 AND 403 SAGE ROAD	WARM SPRINGS SUB., 4TH ADD., LOT 6, BLOCK 1	
2005	GEORGINIA KETCHUM TOWNHOMES	05-004	T.H.S.D.		Yes		211 GEORGINIA ROAD	WARM SPRINGS VILL. SUB., 2ND ADD., LOT 10A	
2008	SKI HUT TOWNHOMES	08-001	TH.SD.	Yes	Yes	RPK02740000020	100 SAGE RD A & B	Warm Springs Village Sub FR Lot 1, TL 7270-Blk4	CUP for Avalanche Attenuation Device; Plat note adding avalanche designation, Staff: Mark Goodman
2009	L & A TOWNHOMES	80-041/09-007	Condo/ TH.SD.		No/ Yes	RPK02680000020	106 & 108 SAGE RD	TOWNSITE, LOT 1, BLK 83; Lot 3 Block 3 Warm Sps Village Sub 4th Add	CUP for Avalanche Attenuation Device in 1995; Staff: Stefanie Leif & Mark Goodman; RPK07160000010 & RPK07160000020
2001-2016	ELEVATION 6000 TOWNHOMES	15-162;	1DA	Yes	Yes	RPK02660010030			Phased Development Agreement; Had an avalanche study.
	311 GEORGINIA KETCHUM T.H. (TOWNHOUSES)			Yes		RPK02860010010	311 GEORGINIA RD A & B	311 GEORGINIA KETCHUM TOWNHOME Sublot 1 & 2 Block 1	
	CASA SHALOM TOWNHOMES					RPK03460000010;	1102 ASPEN DR # 1 & # 2	CASA SHALOM TOWNHOMES Sublot 1 & 2	
	CEDARS CONDO					RPK07470000000			
	CORNERSTONE CONDOS					RPK07560000000			

**Attachment C.**

List of 12 Projects (including 26 total dwellings – single-family, townhomes and condominiums) in high avalanche hazard / red zone and mountain overlay district

## MOD & High Avalanche

### GR-L

1. Eagle Ridge TH	-	2 units
2. Winter Sun Condos	-	4 units
3. Sage Condos	-	2 units
4. Sage Terrace Condos	-	2 units
5. Living Springs TH	-	2 units
6. Se Jour TH	-	2 units
7. Elevation 6000	-	3 units
8. Hillside Ventures TH	-	2 units
9. L & A TH	-	2 units

### LR

10. Kona Subdivision	-	2 units
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### GR-L

11. Herbie Rides Again TH	-	2 units
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### LR

12. Crystal Acre Subdivision	-	<u>1 unit</u>
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TOTAL SINGLE-FAMILY, TOWNHOME and/or  
CONDOMINIUM UNITS PLATTED and DEVELOPED in  
HIGH HAZARD / RED ZONE **and** MOD SINCE 1974: 26



City of Ketchum  
Planning & Building

IN RE: )  
100 Northwood Way )  
Design Review ) **KETCHUM PLANNING AND ZONING COMMISSION**  
Date: December 11, 2017 ) **FINDINGS OF FACT, CONCLUSIONS OF LAW AND**  
) **DECISION**  
File Number: #17-150 )

**BACKGROUND FACTS**

**OWNER:** 100 Northwood Way, LLC c/o Liz Roquet

**REQUEST:** Design Review approval for a new mixed use building.

**LOCATION:** 100 Northwood Way  
(Northwood Light Industrial Lot 9)

**ZONING:** Light Industrial District Number 2 (LI-2)

**NOTICE:** Notice was mailed to adjacent property owners of the subject property on November 17, 2010 (> 10 days prior to hearing), published in the Idaho Mountain Express on November 22, 2010 (> 15 days prior to hearing), and posted in three public City locations on November 21, 2017, 2017.

**BACKGROUND**

The subject property is located at 100 Northwood Way, on Northwood Light Industrial Lot 9. The owner of the subject property is listed as 100 Northwood Way, LLC represented by C. Michael Barker. The property is currently vacant and is designated as Light Industrial District Number 2 (LI-2). The applicant is proposing to construct a new 5,073 square foot mixed-use building on the subject 9,191 square foot lot. The lower level is proposed to be used as a hybrid production facility for Lizzie's Coffee and the upper level will contain two residential units, totaling 1,969.5 gross square feet and subject to a conditional use permit for the two proposed residential dwelling units.

The project was before the Commission for a pre-application design review, pursuant to City Code 17.96.010.C.1, at a special meeting of the Ketchum Planning and Zoning Commission on October 9, 2017. A site visit was conducted. Upon unanimous approval of the Commission, a motion was granted to advance 100 Northwood Way to full design review. On November 16, 2017 the applicant provided updated drawings including a grading site plan, architectural site plan, building and roof plans, a building section and elevations, materials and colors sample board. The updated drawings addressed each of the outstanding action items expressed by the Commission and specified in the staff's review of the Design Review Pre-application. A public hearing was conducted at the regular Commission hearing on December 11, 2017 and a motion was made to approve the proposed Design Review as noted herein.

**ANALYSIS**

The Commission found the project in compliance with the Ketchum Municipal Code as set forth in the



following four tables. In particular, the 100 Northwood Way Mixed Use 5,073 square foot building complies, as conditioned herein, with the following departmental, zoning code, and design review standards as follows:

**Table 1: Comprehensive Plan Analysis**

SUPPORTING SECTION	SUMMARY OF COMPLIANCE OF PROPOSED AMENDMENTS WITH THE 2014 COMPREHENSIVE PLAN
<b>Future Land Use</b>	
<b>Mixed-Use Industrial</b>	<p><b>CHARACTERISTICS AND LOCATION:</b> The Mixed-Use Industrial category is intended to provide critical lands for Ketchum’s economic growth and entrepreneurial opportunity within a vibrant business district where people can work and live in the same area.</p> <p><b>PRIMARY USES:</b> Light manufacturing, wholesale, services, automotive, workshops, studios, research, storage, construction supply, distribution and offices make up the bulk of development within this district.</p> <p><b>SECONDARY USES:</b> A limited range of residential housing types, and supporting retail are provided for within this category. Uses should generate little traffic from tourists and the general public.</p>
<b>Community Design and Neighborhoods</b>	
<b>Policy CD-1.3 Compatible Infill and Redevelopment Projects</b>	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.

**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"/>	<b>Police Department:</b> No comment at this time.	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Fire Department:</b> The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances.  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.  Vehicle parking and material storage during construction shall not restrict or obstruct public streets or access to any building. A <u>minimum</u> twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times.  An approved automatic fire sprinkler system shall be installed throughout the building per City of Ketchum Ordinance #1125 ( <a href="http://www.ketchumfire.org">www.ketchumfire.org</a> ) 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. <b>Water service lines to structures shall be hydraulically calculated for size to meet fire sprinkler flow requirements.</b> Fire sprinkler systems shall be annually tested and maintained per NFPA 25. An approved fire department	

		<p>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.</p> <p>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.</p> <p>An approved monitored fire sprinkler alarm system shall be installed per City of Ketchum Ordinance #1125 (<a href="http://www.ketchumfire.org">www.ketchumfire.org</a>) 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.</p> <p>An approved access roadway per 2012 International Fire Code Appendix D (<a href="http://www.ketchumfire.org">www.ketchumfire.org</a>) shall be installed prior to any combustible construction on the site. The road shall be a minimum of twenty (20) feet in width and capable of supporting an imposed load of at least 75,000 pounds. The road must be an all-weather driving surface maintained free, clear, and unobstructed at all times.</p> <p>Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building.</p> <p>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.</p> <p>Inspections of fire department permit required installations shall be scheduled at least 48 hours in advance.</p> <p>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 <a href="http://www.ketchumfire.org">www.ketchumfire.org</a>.</p> <p>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 <a href="http://www.ketchumfire.org">www.ketchumfire.org</a>.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><b>Streets Department:</b></p> <p>1) Currently there is no parking in front of the lot on the Northwood side. Plans show two parking spaces; will have to evaluate existing red zone to see if parking would be allowed. The proposed curb ramp on Lewis will displace one parking space, project will need to repave to accommodate.</p> <p>2) Plans show proposed 6" curb on Northwood, the existing curb is 3". Was this a mistake or am I missing something?</p> <p>3) We recommend the trees be placed away from the corner to improve the site distance of the intersection.</p> <p>4) Any damage to the existing street or sidewalk curb and gutter will be the responsibility of the project to replace.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><b>Utilities:</b></p>

			This lot has never been served by either water or sewer. Each unit will need to be served by separate water meters and each shall pay an impact fee based on meter size. Sewer impact fees for the project will be assessed on type of usage by each unit.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Parks/Arborist:</b> Vegetation shall remain trimmed to 14' above sidewalk and so as to avoid protruding beyond sidewalk edge. Line-of-site issues due to vegetation not addressed by property owner in the future will be addressed by city according to Tree Ordinance. I would prefer to see this intersection be a three-way stop for pedestrian and vehicular safety reasons.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>ADA Consultant:</b> The 2010 Standards for Accessible Design set minimum requirements – both scoping and technical – for newly designed and constructed or altered state and local government facilities, public accommodations or businesses, and commercial facilities to be readily accessible to and usable by people with disabilities. The 2010 ADA Standards for Accessible Design guidance can be found at <a href="http://www.ADA.gov">www.ADA.gov</a> .
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Building:</b> The building must meet 2012 International Building Code.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Planning and Zoning:</b> Comments are denoted throughout the staff report.

**Table 3: Zoning Standards Analysis**  
**Compliance with Zoning Standards**

Compliant			Standards and Staff Comments	
Yes	No	N/A	Guideline	City Standards and Staff Comments
<b>17.12 Establishment of Districts and Zoning Matrices</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.020</b>	<b>District Use</b>
			<b>Commission Findings</b>	<b>Proposed Use:</b> <b>DWELLING, MULTIPLE-FAMILY:</b> A building, under single or multiple ownership, containing two (2) or more dwelling units used for residential occupancy. <ul style="list-style-type: none"> <li>The applicant is proposing two dwelling units located on-site. The applicant shall receive approval of a Conditional Use permit prior to Design Review approval.</li> </ul> <b>HYBRID PRODUCTION FACILITY:</b> A <u>commercial operation or use</u> , on one or more premises within the same zoning district, <u>where finished consumer goods are manufactured or produced and those same goods are offered for sale to the general public</u> . Hybrid production facilities must be similar in size, scale and scope of operation with adjacent or nearby uses <ul style="list-style-type: none"> <li>1,740 Square feet of coffee roaster.</li> <li>400 square feet of coffee bar/retail</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030</b>	<b>Minimum Lot Area</b>
			<b>Commission Findings</b>	<b>Required:</b> 8,000 square feet minimum. <b>Existing:</b> 9,191 square feet existing.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030</b>	<b>Maximum Building Coverage</b>
			<b>Commission Findings</b>	<b>Maximum Permitted:</b> 75% <b>Proposed:</b> 37% (3,404.5 SF / 9,191 SF)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030</b>	<b>Minimum Building Setbacks</b>
			<b>Commission Findings</b>	<b>Minimum:</b> <b>Front:</b> 20' <b>Side:</b> 0' for internal side yards and a minimum of 10' for street side yards.

				<p>Rear: 0'</p> <p><b>Proposed:</b>  Front: 24.0'  Side (north): 20.0'  Side (west): 13.33'  Rear (south): 0'</p> <p>Note: Due to the unique nature of the subject property at the northwest corner, the applicant worked with staff to determine the setbacks of the property as it transitions from the side setback to the front setback. The Side yard setback along Lewis Street is 13.33' and transitions to 20' along Northwood Way.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030</b>	<b>Building Height</b>
			<b>Commission Findings</b>	<b>Maximum Permitted: 35'</b> <b>Proposed: 27' ( at the top of parapet)</b>
<b>17.125 Off Street Parking and Loading</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.030.</b>	<b>Curb Cut</b>
			<b>H</b>	
			<b>Commission Findings</b>	<p><b>Permitted:</b>  Street Frontage: A maximum of thirty five percent (35%) of the linear footage of any street frontage can be devoted to access off street parking. Corner lots that front two (2) or more streets may select either or both streets as access but shall still not devote more than thirty five percent (35%) of the total linear footage of street frontage to access off street parking.</p> <p><b>Proposed:</b> The combined linear footage for the subject property is 200'. The combined approvable linear footage devoted to access off street parking is 70' (35%). The proposed access to off-street parking does not exceed the maximum permitted. See comments from the Streets Department located in Table 2 regarding the proposed curb cut. The applicant coordinate with the Streets Department on the curb design prior to full Design Review approval.  Lewis Street Access: 24'  Northwood Way: 52'</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.040</b>	<b>Off Street Parking and Loading Areas</b>
			<b>Commission Findings</b>	<p><b>Permitted:</b> In the LI-1, LI-2 and LI-3 districts, off street loading areas (containing 180 square feet with no 1 dimension less than 10 feet) shall be required as an accessory use for new construction or major additions involving an increase in floor area, as follows:  One off street loading space for floor area in excess of two thousand (2,000) square feet, provided no loading space occupies any part of a public street, alley, driveway or sidewalk; except, that where practicable to do so, an alley may be used in lieu of the requirement of this section if prior permission is granted by the commission.</p> <p><b>Proposed:</b> The applicant has proposed one (1) off-street loading space, accessed from Lewis Street. The loading area does not occupy a public street, alley, driveway or sidewalk. The dimensions of the loading area from back of sidewalk/edge of ROW to the building are 23" x 11' +/- (253 SF).</p>
			<b>17.125.050</b>	<b>Off Street Parking</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Commission Findings</b>	<p>Off-street parking standards of this chapter apply to any new development and to any new established uses.</p> <p><b>Required:</b></p>

			<p>The proposed mixed-use has been defined as residential and hybrid production. There is not a parking requirement for a hybrid production facility, therefore, the following parking requirement has been established for the proposed use.</p> <ul style="list-style-type: none"> <li>Residential Units, Industrial Districts: 1 space per bedroom = 2 (2 units/ 1 bed each)</li> <li>Restaurant, bars and eating/drinking establishments: 1 space per 100 square feet of assembly area. (400 SF/100 SF) = 4</li> <li>Manufacturing, industrial district: 1 space per 500 gross square feet, + adequate loading area for trucks ( 1,740 SF / 500 SF) 3.48</li> </ul> <p>Total Required = 9 on-site parking spaces.  Note: see Staff comment in under section 17.125.040 Off Street Parking and Loading Areas for loading area requirements.</p> <p><b>Proposed:</b>  Commercial Area: 1,740 SF / 500 SF = 3.48  Retail / Assembly: 400 SF / 100 SF = 4  Residential: 2 units, 1 bedroom each = 2  Summary: 9 on-site parking spaces, including 2 enclosed residential garage spaces, and 7 rear of building surface on-site parking spaces (includes 1 ADA and 1 compact space).</p>
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**Table 4: Design Review Standards for all projects**

Design Review Requirements				
IMPROVEMENTS AND STANDARDS: 17.96.060				
Improvements and standards for all projects listed in subsection 17.96.010.A of this chapter:				
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.040	Complete Application
<b>17.96.060.A Streets</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.A .1	<b>The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.</b>
			<b>Commission Findings</b>	<i>The property is located at the corner of Lewis St. and Northwood Way and the applicant will provide connection from Northwood Way to the proposed project. The applicant is proposing a loading area at the southwest portion of the property, to be accessed from Lewis St. The applicant shall be responsible for all costs of connections from the existing City street to the development.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.A .2	<b>All street designs shall be approved by the City Engineer.</b>
			<b>Commission Findings</b>	<i>The subject property is located at the corner of Lewis St. and Northwood Way.</i>
<b>17.96.060.B Sidewalks</b>				
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060. B.1	<b>All projects under 17.96.010(A) that qualify as a “Substantial Improvement” shall install sidewalks as required by the Public Works Department.</b>
			<b>Commission Findings</b>	<i>At the discretion of the Public Works Department and prior to a certificate of occupancy being issued, safety considerations relative to cross-walk upgrades across Northwood Way at the northwest corner of the property will be evaluated and possibly required of the applicant as conditioned herein.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. B.2	<b>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.</b>

			<b>Staff Comments</b>	<i>Sidewalks are existing and all new sidewalk construction will conform to the City's right-of-way standards.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060. B.3</b>	<b>Sidewalks may be waived if one of the following criteria is met:</b> 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.
			<b>Commission Findings</b>	<i>N/A.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. B.4</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The existing sidewalk is equal to the length of the subject property line adjacent to Northwood Way and Lewis St. All new sidewalk improvements shall remain equal to the length of the subject property line.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. B.5</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>Sidewalks are existing and connect to the existing sidewalks adjacent to the subject property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. B.6</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>A contribution in-lieu for this project is not recommended.</i>
<b>17.96.060.C Drainage</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. C.1</b>	<b>All storm water shall be retained on site.</b>
			<b>Commission Findings</b>	<i>The applicant has provided a drainage plan set detailing all applicable grading, catch basins, piping and dry-wells.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. C.2</b>	<b>Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.</b>
			<b>Commission Findings</b>	<i>Drainage improvements are shown on the current plan set. The has detailed all applicable grading, catch basins, piping and dry-wells. All drainage improvements are equal to the length of the subject property lines.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. C.3</b>	<b>The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.</b>
			<b>Commission Findings</b>	<i>Drainage improvements are shown on the current plan set. The applicant has provided a drainage plan at the time of Design Review, detailing all applicable grading, catch basins, piping and dry-wells.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. C.4</b>	<b>Drainage facilities shall be constructed per City standards.</b>
			<b>Commission Findings</b>	<i>The final design of drainage facilities shall be constructed per City standards.</i>
<b>17.96.060.D Utilities</b>				

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. D.1</b>	<b>All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.</b>
			<b>Commission Findings</b>	<i>The applicant is aware of this requirement and all utility improvements for the development shall be improved and installed at the sole expense of the applicant.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. D.2</b>	<b>Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.</b>
			<b>Commission Findings</b>	<i>All utilities shall be located underground. All utilities, power and communication lines within the development shall be concealed from public view.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. D.3</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The applicant is aware of this requirement and should the extension of utilities be required, the applicant will install and pay for two 2-inch SDR11 fiber optic conduits in accordance with City of Ketchum stands and at the discretion of the City Engineer.</i>
<b>17.96.060.E. Compatibility of Design</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. E.1</b>	<b>The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.</b>
			<b>Commission Findings</b>	<i>The property is located within the Light Industrial Number 2 Zoning District. The materials selected are complementary with the townscape and surrounding light-industrial neighborhood.</i>  <i>Corrugated metal siding-upper floor: Charcoal Corrugated metal siding-upper floor: Matte Black Weathered wood siding at main entry Plaster finish at the upper floor Commercial aluminum window/doors throughout: Black</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. E.2</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>There are no identified landmarks on the property which provide a historical and/or cultural importance to the neighborhood/community.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. E.3</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The site is currently vacant and the proposed building will be all new construction.</i>
<b>17.96.060.F Architectural</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.1</b>	<b>Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.</b>
			<b>Commission Findings</b>	<i>The proposed building and site layout provide unobstructed pedestrian accesses to the existing sidewalk adjacent to Lewis Street and Northwood Way. The entryway is clearly defined.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.2</b>	<b>The building character shall be clearly defined by use of architectural features.</b>
			<b>Commission Findings</b>	<i>The proposed 100 Northwood Mixed Use building will contain a hybrid production facility on the first (1) floor and two residential units on the second (2) floor. The total structure will be two stories with a total proposed height of twenty-seven (27') feet. The proposed building character is clearly defined by the use of architectural features.</i>  <i>The proposed building is primarily horizontal in form when viewed from Lewis Street (west Elevation). The upper level is stepped back from the lower level, and includes</i>

				<p>glazing throughout. The materials shown include the matte-black and charcoal corrugated metals, and the smooth plaster finish at the upper level.</p> <p>The front entrance hybrid production use is accessed from Northwood way (North Elevation). The combination of undulation, materials selection, and glazing will clearly distinguish the front entrance and define the building character.</p> <p>The east side of the building (East Elevation) is horizontal in form when viewed from the east most property line. The combination of glazing, materials and undulation will reduce the appearance of bulk and flatness and define the character of the building.</p> <p>The bulk of the south portion of the building is proposed to be built to the property line. The portion of the building adjacent to the adjoin structure at the south is proposed to include a CMU wall and fence wall. This portion of the building will not be visible from public view.</p> <p>All roof mounted mechanical equipment shall be screened from public view.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.3</b>	<b>There shall be continuity of materials, colors and signing within the project.</b>
			<b>Commission Findings</b>	The materials shown provide a continuity of materials and colors within the project. See Staff comment in section 17.96.060. E.1.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.4</b>	<b>Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.</b>
			<b>Commission Findings</b>	Accessory structures, fences, walls and landscape features have not been proposed at this time. The applicant has indicated that a landscape plan will be submitted at design review. See Staff comment located in 17.96.060. I.1.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.5</b>	<b>Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.</b>
			<b>Commission Findings</b>	The proposed building walls provide undulation/relief which will reduce the appearance of bulk and flatness. See staff comment in in section 17.96060.F.2 for further description.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.6</b>	<b>Building(s) shall orient towards their primary street frontage.</b>
			<b>Commission Findings</b>	The proposed building is located at the corner of Lewis Street and Northwood Way. The front entrance is located off of Northwood Way and the building is primarily oriented towards Northwood Way.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.7</b>	<b>Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.</b>
			<b>Commission Findings</b>	The garbage storage areas are shown at the southeast corner of the parking lot and screening of the dumpster is provided.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. F.8</b>	<b>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.</b>
			<b>Commission Findings</b>	The applicant is proposing a flat-roof system. Based on the proposed roof system, it is not anticipated that water will drip and snow will fall on areas where pedestrians will gather and circulate.
<b>17.96.060.G Circulation Design</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. G.1</b>	<b>Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.</b>



			<b>Staff Comments</b>	<i>Pedestrian and bicycle access is located from the existing sidewalk adjacent to Lewis Street and Northwood Way.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. G.2</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>Awnings are not proposed to extend over a public sidewalk. 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.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. G.3</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>Based on the preliminary site plan, traffic will flow safely within the project and onto Northwood Way, and the loading area is accessed from Lewis Street. See comment from the Public Works Department located in Table 2.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. G.4</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The proposed driveway entrances are greater than 20' to the intersection of Lewis Street and Northwood Way. See comment from the Public Works Department located in Table 2.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. G.5</b>	<b>Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.</b>
			<b>Commission Findings</b>	<i>Emergency vehicles, snow plows and service vehicles will be able to access the subject property from Northwood Way. The applicant has coordinated with Clear Creek Disposal and the location of the trash enclosure appears to allow for unobstructed access for the trash truck.</i>
<b>17.96.060.H Snow Storage</b>				
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060. H.1</b>	<b>Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.</b>
			<b>Commission Findings</b>	<i>N/A. See staff comment located in section 17.96.060.H.4.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060. H.2</b>	<b>Snow storage areas shall be provided on site.</b>
			<b>Commission Findings</b>	<i>N/A. See staff comment located in section 17.96.060.H.4.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060. H.3</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>N/A. See staff comment located in section 17.96.060.H.4.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. H.4</b>	<b>In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.</b>
			<b>Commission Findings</b>	<i>In lieu of providing snow storage areas, the applicant states that all snow is to be hauled off site.</i>
<b>17.96.060.I Landscaping</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060. I.1</b>	<b>Landscaping is required for all projects.</b>
			<b>Commission Findings</b>	<i>See attached landscaping plan details.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I.2</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>See Staff comment located in 17.96.060. I.1.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I.3</b>	<b>All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.</b>
			<b>Commission Findings</b>	<i>See Staff comment located in 17.96.060. I.1.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I.4</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>See Staff comment located in 17.96.060. I.1.</i>
<b>17.96.060.J Public Amenities</b>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.J.1</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The site is served by an existing sidewalk and pedestrian amenities are not required.</i>

**Table 4. Standards for Residential, Light Industrial Districts**

<b>IMPROVEMENTS AND STANDARDS: 17.124.090 – RESIDENTIAL, LIGHT INDUSTRIAL DISTRICTS:</b>				
Residential units in the light industrial districts shall comply with the following minimum criteria:				
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090.A.1</b>	<b>Dwelling units shall not occupy the ground floor.</b>
			<b>Commission Findings</b>	<i>The two proposed dwelling units are located on the second floor.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090.A.2</b>	<b>Design review under chapter 17.96 of this title shall be required whether new building, addition to existing building or remodel of existing building.</b>
			<b>Commission Findings</b>	<i>The applicant is seeking Design Review and Conditional Use approval. This standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090.A.3</b>	<b>Up to fifty percent (50%) of any light industrial building may be devoted to dwelling units, unless otherwise specified in the section.</b>
			<b>Commission Findings</b>	<i>The applicant is proposing two separate dwelling units. The total building gross square footage is 5,073 square feet, fifty-percent (50%) of which is 2,535 square feet.</i> <ul style="list-style-type: none"> <li>• Combined Residential Units: 1,912.5 square feet.</li> <li>• Stair, storage, and circulation: 383.5 square feet.</li> <li>• Total: 2,296 Square feet.</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090.A.4</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The applicant is aware for this requirement and the proposed dwelling units shall be used for long term occupancy, and may not be separated in any manner for sale as individual units.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090. A.5</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>Each dwelling unit contains one (1) bedroom and neither unit exceeds one thousand (1,000) square feet.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090. A.6</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The applicant is aware of this requirement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090. A.7</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>All persons who rent or sublet any residential living unit will notify the tenant, lessee or subtenant with written notice that the unit is located within the light industrial zone, and is therefore subordinate in nature to all legal light industrial activities.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090. A.8</b>	<b>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</b>
			<b>Commission Findings</b>	<i>All future real estate agent, sales person, broker, and/or each private party who offers for rent or show any of the dwelling units located in the proposed building, will provide written notice that the building is located within such light industrial zone.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090. A.9</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The applicant will meet this requirement.</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 Department provided adequate notice for the review of this application.
5. The project **does** meet the standards of approval under Chapter 17.96, 17.12. and 17.125 of Zoning Code Title 17.

## DECISION

**THEREFORE**, the Ketchum Planning and Zoning Commission **approves** this Design Review Application this 11<sup>th</sup> day of December, 2017, subject to the following conditions:

### CONDITIONS of APPROVAL

**THEREFORE**, the Ketchum Planning and Zoning Commission **approves** this Design Review application this Monday, December 11, 2017 subject to the following conditions:

1. This approval is subject to the issuance of a conditional use permit for the 2<sup>nd</sup> story residential uses and compliance with all conditions required by the Ketchum Municipal Code, sections 17.116 & 17.124.090.
2. Work conducted in the city right of way, including excavation and construction of infrastructure shall comply with all design and permit standards required by the city. Work conducted on-site shall comply with the city requirements and the Construction Activity Plan for 100 Northwood Way, as submitted by Elias Construction.
3. All lighting shall be dark sky compliant.
4. This approval is specific to the plan set on file at the city, dated November 16, 2017.
5. The applicant is responsible for the installation of two water meters, payment of water and sewer impact fees, and connection of separate sewer and water lines into the project consistent with specifications of the City.
6. Building and site construction shall comply with Tables 1-4 herein, as well as other Municipal Code provisions of the City of Ketchum as administered primarily by the Fire, Streets, City Engineer, Public Works, and Planning and Building departments of the City.
7. At the discretion of the Public Works Department and prior to Certificate of Occupancy issuance, landing area crosswalk upgrades to the south-side of Northwood Way (at the northeast property corner of the project) may be required.

Findings of Fact **adopted** this 8<sup>th</sup> day of January, 2018

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Jeff Lamoureux  
Chairperson