



PLANNING AND ZONING COMMISSION AGENDA-SPECIAL MEETING

Monday, September 11, 2017

Ketchum City Hall

480 East Avenue North, Ketchum, ID 83340

1. **5:00 PM – SITE VISIT: Northwood Mixed Use Pre-Application Design Review: 180 Northwood Way, Ketchum, ID (Northwood Light Industrial AM Lot 5A 28,358 SF).**
2. **5:30 PM - CALL TO ORDER: City Hall, 480 East Avenue North, Ketchum, Idaho**
3. PUBLIC COMMENT - Communications from the public for items not on the agenda.
4. COMMUNICATIONS FROM STAFF
 - a. *Continued from May 23, June 12, July 10, and August 14, 2017* Sun Valley Dental Arts Design Review: 100 7th 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. Peter Residence Mountain Overlay Design Review: 124 Sage Road, Ketchum, ID (Warm Springs Village 4th Add Lot 7 BLK 3 31,363 SF). The Commission will consider and take action on an application by Pete Peter for Mountain Overlay Design Review for a new 4,907 square foot residence.
 - c. Northwood Mixed Use Pre-Application Design Review: 180 Northwood Way, Ketchum, ID (Northwood Light Industrial AM Lot 5A 28,358 SF). The Commission will consider and take action on an application by Elisabeth Grabher for Pre-Application Design Review of a new mixed commercial use two-story building with ground floor parking, warehouse, office and retail space, a mezzanine, and second floor office space.
5. CONSENT CALENDAR
 - a. Minutes: June 12, 2017
 - b. Minutes: July 7, 2017
 - c. Minutes: July 10, 2017
 - d. Minutes: August 14, 2017
 - e. Hotel Ketchum Coffee Shop Design Review: 620 North Main Street, Ketchum, ID (Ketchum Lots 2, S 2' of 3 BLK 7 3,179SF): Findings of Fact and Conclusions of Law.
 - f. Flynt Residence Mountain Overlay Design Review: 207 Jade Street, Ketchum, ID (Ketchum FR SE SW TL 3593 SEC 18 4N 18E): Findings of Fact and Conclusions of Law.
6. FUTURE PROJECTS AND NOTICING REQUIREMENTS
7. STAFF REPORTS & CITY COUNCIL MEETING UPDATE
8. COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE
9. ADJOURNMENT

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



City of Ketchum
Planning & Building

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
SPECIAL MEETING OF September 11th, 2017

PROJECT: Northwood Commercial Mixed - Use

FILE NUMBER: #17-100

REPRESENTATIVE: Michael Doty Associates

OWNER: Elisabeth Grabher

REQUEST: Pre-Application Design Review approval for a new commercial mixed-use building.

LOCATION: 180 Northwood Way
(Northwood Light Industrial AM Lot 5A 28358)

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

OVERLAY: None

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

REVIEWER: Carl Anderson, Associate Planner

RECOMMENDATION: Staff recommends advancement of the pre-applicant design review for the Northwood Commercial Mixed - Use project provided that all action items are addressed prior to the submission of a Design Review application.

ATTACHMENTS: A. Table 1. Comprehensive Plan Analysis
B. Table 2. City Department Comments
C. Table 3. Zoning Standards Analysis
D. Table 4. Design Review Standards
E. Application
F. Pre-Application Design Review Plan Set, dated August 24th, 2017

BACKGROUND

The subject property is located at 180 Northwood Way, on Northwood Light Industrial AM Lot 5A. The applicant is Elisabeth Grabher represented by Michael Doty Associates. The property is currently vacant and is designated as Light Industrial District Number 2 (LI-1). The applicant is proposing to construct a new 10,118 square foot commercial building to be under a single ownership. The lower level is proposed to be utilized for a combination of retail and warehouse space, and the upper level is proposed to be utilized as office space by Grabher Construction for office space.

The project is subject to pre-application design review per City Code 17.96.010. C.1. The purpose of pre-application design review is to allow the commission to exchange ideas and give direction to the applicant on the "design concept", keeping in mind the purpose of this chapter and the application of the evaluation standards. Per City Code 17.96.040.C.4 the administrator has waived some submittal requirements as it was determined that some information was not necessary for the Commission to exchange ideas and give direction

to the applicant on the design concept. The applicant has indicated that all design review application materials will be submitted at the time of design review. See staff analysis below for a discussion on the outstanding items that will need to be addressed at design review.

STAFF ANALYSIS

Staff recommends advancement of the Pre-Application Design Review application for the Northwood Commercial Mixed-Use from owner Elisabeth Grabher. The applicant is aware of the outstanding action items described below and has indicated all items listed will be addressed at design review. A full analysis and explanation of this recommendation is detailed within the staff report. The following items will need to be addressed by the applicant prior to Design Review approval.

Outstanding action items:

1. 17.96.040. C.2.b Drainage plan (grading, catch basins, piping, and dry wells).
2. 17.96.040. C.2.c Utilities plan (location and size of water and sewer mains and services, gas, electric, TV and phone).
3. 17.96.040. C.2.e 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).
4. 17.96.040.C.2.i. One eleven-inch by seventeen-inch (11" x 17") materials and colors sample board showing all exterior materials used on the facade of the structure.
5. 17.96.040. C.2.j. 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.
6. 17.12.030 Side Yard Setback: The north side yard setback currently encroaches past the existing property line. The applicant proposes to adjust the existing property line between lots Northwood Light Industrial Lot 4 and Northwood Light Industrial Amended Lot 5A, which fall under the same ownership. The then proposed setback will be five (5') feet, which is compliant with the subject setback requirements.
 - The applicant shall pursue a lot line adjustment to move the existing property line, or adjust the proposed building footprint to comply with setback requirements.
7. 17.125.040 Off Street Parking and Loading Calculations
 - Must be addressed at design review. The applicant has indicated that the off street parking and loading area will be shown at Design Review.
8. 17.96.060. C. Drainage standards 1-4.
 - Must be addressed at design review. The applicant has indicated that a drainage plan will be provided at design review.
9. 17.96.060. D Utilities standards 1-3.
 - Must be addressed at design review. The applicant has indicated that a Utilities plan will be provided at design review.
10. 17.96.060. I Landscaping standards 1-4
 - Must be addressed at design review. The applicant has indicated that a Landscaping plan will be provided at design review.

PRE-APPLICATION

The purpose of Design Review is to maintain and enhance appearance, character, beauty and function of the city, to ensure that new development is complementary to the design of existing city neighborhoods and to

protect and enhance the economic base of the City of Ketchum. Keeping in mind the purpose of this chapter and the application of the evaluation standards.

17.96.010. C. Pre-application Design Review:

1. Pre-application review is required for all new nonresidential construction and all multi-family developments of five (5) or more units.
2. The purpose of pre-application review is to allow the commission to exchange ideas and give direction to the applicant on the "design concept", keeping in mind the purpose of this chapter and the application of the evaluation standards.
3. Pre-application review materials shall be submitted according to the application requirements of section 17.96.040 of this chapter.
4. The commission may require a model of the project or computer simulation renderings showing the proposal from one or more key vantage points for presentation at regular design review meetings in order to assist in the understanding of the project. Models and computer renderings must include surrounding properties in sufficient detail for the proposal to be viewed in context.
5. The administrator may waive the requirement for pre-application review if the project is found to have no significant impact

COMMISSION OPTIONS

1. **Advance the application to Design Review:** "Motion to advance the application from the applicant for the for the Pre-application Design Review of the Northwood Commercial Mixed – Use Project to Design Review, finding the application meets the standards for approval under Chapter 17.96 of Ketchum Zoning Code, with the following conditions/design changes: [insert conditions of approval here]"
2. **Continuation of the Application:** "Motion to continue the application for Pre-Application Design Review for the Northwood Commercial Mixed – Use to a date certain of [insert date of meeting] in order to address the following design changes [Commission to insert design changes]"

Table 1: Comprehensive Plan Analysis

SUPPORTING SECTION	SUMMARY OF COMPLIANCE OF PROPOSED AMENDMENTS WITH THE 2014 COMPREHENSIVE PLAN
Future Land Use	
Mixed-Use Industrial	<p>CHARACTERISTICS AND LOCATION: 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>PRIMARY USES: 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>SECONDARY USES: 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>
Community Design and Neighborhoods	
Policy CD-1.3 Compatible Infill and Redevelopment Projects	Infill and redevelopment projects should be contextually appropriate to the neighborhood and development in which they will occur. Context refers to the natural and manmade features adjoining a development site; it does not imply a certain style.

Table 2: Requirements for All Applications

City Department Comments			
Compliant			
Yes	No	N/A	City Code
			City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Police Department: No comment at this time.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<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 minimum twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times.</p> <p>An approved automatic fire sprinkler system shall be installed throughout the building per City of Ketchum Ordinance #1125 (www.ketchumfire.org) and the National Fire Protection Association Standard 13. An approved fire sprinkler flow bell, Knox box and Fire Department Connection shall be installed in an approved location visible to approaching firefighters. Water service lines to structures shall be hydraulically calculated for size to meet fire sprinkler flow requirements. Fire sprinkler systems shall be annually tested and maintained per NFPA 25. An approved fire department connection and flow bell shall be installed in a location approved by the fire department and the system shall be supervised by an approved alarm system.</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>The existing required fire sprinkler system shall be modified by a licensed fire sprinkler contractor to meet the current requirements of NFPA 13. All areas are required to be covered with fire sprinklers.</p>

			<p>An approved monitored fire sprinkler alarm system shall be installed per City of Ketchum Ordinance #1125 (www.ketchumfire.org) and the requirements of NFPA 72. Two (2) sets of alarm system plans shall be submitted to the Ketchum Fire Department for approval and a permit is required prior to installation of alarm systems. Inspections of fire detection systems by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance.</p> <p>An approved access roadway per 2012 International Fire Code Appendix D (www.ketchumfire.org) shall be installed prior to any combustible construction on the site. The road shall be a minimum of twenty (20) feet in width and capable of supporting an imposed load of at least 75,000 pounds. The road must be an all-weather driving surface maintained free, clear, and unobstructed at all times. Dead end access roadways exceeding 150 feet in length shall be provided with an approved turnaround. Gates, if installed, are required to be siren activated for emergency vehicle access.</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>An 8 ½ by 11 color coded site map of this project shall be provided on paper and electronically to the fire department. This site map shall show the locations of gas shut-offs, power shut-offs, fire sprinkler riser rooms, fire department connections, alarm panels, Knox boxes, access doors, egress windows, stairways and any additional fire department requirements. Exact details for color coded "On-Sites" can be found at www.ketchumfire.org.</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 www.ketchumfire.org.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Streets Department: Recommend maintaining the current configuration of the sidewalk curb and gutter is a 6-inch rolled curb with a 2% cross slope five foot sidewalk.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Utilities:</p> <ul style="list-style-type: none"> The applicant is responsible for the relocation of the fire hydrant. If the units are built as condominiums they may have a single water, sewer tap and a common irrigation system. If not, they shall be required to comply with our townhouse requirements
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Parks/Arborist: No comment.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Building: The building must meet 2012 International Building Code.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Planning and Zoning: Comments are denoted throughout the staff report.</p>

Table 3: Zoning Standards Analysis

Compliance with Zoning Standards				
Compliant			Standards and Staff Comments	
Yes	No	N/A	Guideline	City Standards and Staff Comments
17.12 Establishment of Districts and Zoning Matrices				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.12.020	District Use
			<i>Staff Comments</i>	<p>Proposed Use: Retail Trade and Professional Service (Mercantile & Business)</p> <p>LI-2 Retail Trade: The following forms of retail trade are permitted: a) equipment rental, including sporting equipment and entertainment equipment; b) building, construction and landscaping materials; small engines with associated sales; c) furniture and appliances in</p>

				<p>conjunction with warehousing not to exceed 18 percent gross floor area or 900 square feet, whichever is less; d) other retail in conjunction with manufacturing, warehousing or wholesaling; it is limited to 10 percent gross floor area or 500 square feet, whichever is less. Retail uses c) and d) of this note shall have no advertising displayed from windows or building facades; and no access will be permitted onto a major arterial if an alternative access is available.</p> <p>12.08 Professional Service: An establishment that specializes in performing professional, scientific, and technical services and may include light manufacturing as an accessory use. Typical uses include, but are not limited to, construction contractors, physical distribution and logistics, engineering and specialized design services, electronic and computer services, photographic services, research, development and scientific services, and internet or remote sales and marketing. This definition does not include uses which create vibration outside the exterior building walls, or uses that would diminish the quality of air and water in the city.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Minimum Lot Area
			<i>Staff Comments</i>	Required: 8,000 square feet minimum. Existing: 30,905 square feet existing.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Maximum Building Coverage
			<i>Staff Comments</i>	Maximum Permitted: 75% Proposed: 22.5% (6,952 SF / 30,905 SF)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.12.030	Minimum Building Setbacks
			<i>Staff Comments</i>	<p>Minimum: Front: 20' Side: 0' for internal side yards and a minimum of 10' for street side yards. Rear: 0'</p> <p><i>Note: If the lot adjoins a more restrictive district on the side or rear, the more restrictive setbacks of that district shall apply.</i></p> <p>Proposed: Front: 82' – 3 ½" Rear: 64' – 6 ½" Side (south): 2' – 6 ½" Side (north): Currently encroaches past the existing property line. The applicant proposes to adjust the existing property line between lots Northwood Light Industrial Lot 4 and Northwood Light Industrial Amended Lot 5A, which fall under the same ownership. The then proposed setback will be five (5') feet, which is compliant with the subject setback requirements.</p> <p>The existing Northwood Light Industrial Park phase 1 Lots 5, 6, and 7 Amended indicate a 60' planting strip from Highway 75. The applicant shall maintain the 60' planting strip at the rear of the property.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Building Height
			<i>Staff Comments</i>	Maximum Permitted: 35' Proposed: 29' – 8 ½"
17.125 Off Street Parking and Loading				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.030.H	Curb Cut
			<i>Staff Comments</i>	<p>Permitted: 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>Proposed: The applicant has indicated that 31% of the total linear footage of street frontage will be dedicated to access off street parking of the subject property.</p>
			17.125.040	Off Street Parking and Loading Areas

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff Comments	<p>Permitted: 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>Proposed: Not indicated on the plans as proposed. The applicant is aware of this requirement and has indicated that a loading area, compliant with the standards herein, will be shown at Design Review submittal.</p>
			17.125.050	Off Street Parking
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff Comments	<p>Off-street parking standards of this chapter apply to any new development and to any new established uses.</p> <p>Required: Office, Industrial districts: 1 space per 250 gross square feet Retail Trade, Industrial districts: 1 space per 250 square feet Self-Storage and Warehouse: 1 space per employee Total Required = 12 on-site parking spaces.</p> <p>Proposed: Office, Industrial districts: (1636 / 1 space per 250) = 7 Retail Trade, Industrial districts: (824 SF / 1 space per 250) = 3 Self-Storage and Warehouse: (2 employees / 1 space per employee) = 2 spaces Total Proposed = 18 on-site parking spaces.</p>

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 type="checkbox"/>	<input checked="" 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.
			Staff Comments	<i>The property is served by Northwood Way and the applicant will provide connection from the public roadway to the proposed project. The applicant states that they will provide and be responsible for all costs of connections form the existing City street to the development.</i>
<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.
			Staff Comments	<i>The subject property is located adjacent to Northwood Way.</i>
17.96.060.B Sidewalks				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. B.1	All projects under 17.96.010(A) that qualify as a “Substantial Improvement” shall install sidewalks as required by the Public Works Department.
			Staff Comments	<p><i>The project qualifies as a substantial improvement and shall install sidewalks as required by the Public Works Department. The site is served by an existing sidewalk adjacent to Northwood Way and the applicant shall maintain the existing sidewalk, except where replacement of existing is necessary. The final design shall receive approval from the City of Ketchum Public Works Department prior to the issuance of a building permit.</i></p> <p><i>The applicant has indicated that they will demolish and replace sidewalks at Northwood Way as required by the public Works Department. The Public Works - Streets Department is requiring that the applicant maintain the standard of a six-inch (6”) rolled curb with a 2% cross slope.</i></p> <p>17.08 Substantial Improvement: Includes the following:</p>

				<p>A. Any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds fifty percent (50%) of the market value of the structure over a three (3) year time frame either:</p> <ol style="list-style-type: none"> 1. Before the improvement or repair is started; or 2. If the structure has been damaged and is being restored, before the damage occurred. For the purpose of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. B.2	<p>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.</p> <p><i>Staff Comments</i> Sidewalks are existing and any new sidewalk construction will conform to the City's right-of-way standards.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060. B.3	<p>Sidewalks may be waived if one of the following criteria is met:</p> <ol style="list-style-type: none"> a. The project comprises an addition of less than 250 square feet of conditioned space. b. The City Engineer finds that sidewalks are not necessary because of existing geographic limitations, pedestrian traffic on the street does not warrant a sidewalk, or if a sidewalk would not be beneficial to the general welfare and safety of the public. <p><i>Staff Comments</i> N/A.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. B.4	<p>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.</p> <p><i>Staff Comments</i> The existing sidewalk is equal to the length of the subject property line adjacent to Northwood Way, and all new sidewalk improvements shall remain equal to the length of the subject property line.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. B.5	<p>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.</p> <p><i>Staff Comments</i> Sidewalks are existing and all new sidewalk improvements will connect to existing sidewalks adjacent to the subject property.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. B.6	<p>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.</p> <p><i>Staff Comments</i> A contribution in-lieu for this project is not recommended.</p>
17.96.060.C Drainage				
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. C.1	<p>All storm water shall be retained on site.</p> <p><i>Staff Comments</i> Drainage improvements are not shown on the current plan set. The applicant shall provide a drainage plan at the time of Design Review, detailing all applicable grading, catch basins, piping and dry-wells. The applicant has indicated that all on-site storm water will be directed to internal roof drains, drain leaders, and trench drain grates and connected to a dry well to be retained on-site.</p>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. C.2	<p>Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.</p> <p><i>Staff Comments</i> The applicant indicates that drainage improvements will be provided equal to the length of the subject property lines adjacent to public streets.</p>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. C.3	<p>The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.</p> <p><i>Staff Comments</i> The applicant indicates that drainage will be reviewed by and coordinated with Steve Butler, PE. The City Engineer may require additional drainage improvements as necessary.</p>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. C.4	<p>Drainage facilities shall be constructed per City standards.</p> <p><i>Staff Comments</i> The final design of drainage facilities will be constructed per City standards.</p>
17.96.060.D Utilities				

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. D.1	All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.
			<i>Staff Comments</i>	<i>Not depicted. The applicant indicates that all utilities necessary for the development will be provided.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. D.2	Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.
			<i>Staff Comments</i>	<i>The applicant states that they will work with the appropriate utilities companies to comply with City standards. All utilities within the development shall be concealed from public view. The applicant shall be required to provide a utilities plan at the time of Design Review, indicating the location and size of water and sewer mains and services, gas, electric, TV and phone.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. D.3	When extension of utilities is necessary all developers will be required to pay for and install two (2") inch SDR11 fiber optical conduit. The placement and construction of the fiber optical conduit shall be done in accordance with city of Ketchum standards and at the discretion of the City Engineer.
			<i>Staff Comments</i>	<i>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>
17.96.060.E. Compatibility of Design				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. E.1	The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.
			<i>Staff Comments</i>	<i>The property is located within the Light Industrial Number 2 Zoning District. The applicant indicates that an exterior materials board will be included in the design review submission materials, per City Code 17.96.040.C.2.i.</i> <i>Per the elevations provided, the applicant is proposing to utilize a combination of the following: Stucco: Antique white, smooth trowel. Montana Timber products – Charwood Ebony in 8" and 4" wide. Stonewood Panel – Stonewood Select Satin Stainless Stonewood Panel – Stonewood Cosmic Strandz Guardrail: ½"x5" Horizontal Steel Bar Stock @ 4" O.C. Exterior Light Fixtures: Dark Sky Compliant; Spec & location TBD</i> <i>Staff finds that the proposed project materials and colors will be complementary with the townscape and surrounding neighborhood.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. E.2	Preservation of significant landmarks shall be encouraged and protected, where applicable. A significant landmark is one which gives historical and/or cultural importance to the neighborhood and/or community.
			<i>Staff Comments</i>	<i>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"/>	17.96.060. E.3	Additions to existing buildings, built prior to 1940, shall be complementary in design and use similar material and finishes of the building being added to.
			<i>Staff Comments</i>	<i>The site is currently vacant and the proposed building will be all new construction.</i>
17.96.060.F Architectural				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. F.1	Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.
			<i>Staff Comments</i>	<i>The proposed building and site layout provide unobstructed pedestrian accesses to the proposed sidewalk adjacent to Northwood Way and the entryway is clearly defined. The applicant has indicated that an entry canopy with signage for the main tenant will further delineate the main entrance of the storefront.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. F.2	The building character shall be clearly defined by use of architectural features.
			<i>Staff Comments</i>	<i>The proposed Northwood Commercial Mixed-Use building will contain two separate commercial making of a combination of retail and warehouse space, and the upper level is proposed to be utilized as office space by Grabher Construction for office space. The total structure will be two stories, separated by a mezzanine level for a total height 29' – 8 ½" from the finished grade in height. The proposed building character is clearly defined by the use of architectural features.</i>

			<p>The applicant has provided a variety in the materials selection, as detailed in Staff comment section 17.96.060.E.1, and undulations in massing to define the separate uses/occupancies of the proposed building.</p> <p>The north and west most elevations incorporates a combination of materials, undulations, signage and glazing to break up the massing of the building. The north and east most elevations are the most visible from Northwood Way and are clearly defined by the use of architectural features.</p> <p>The upper most level of the building is visible from the east elevation in primarily horizontal in nature. A combination of the antique white smooth trowel stucco and the Montana timber – Charwood Ebony, 4” wide are proposed. The south most elevation provides the greatest extent of massing and is visible from the adjacent Industrial East Sub Lot 2 Block 1 property. The primary south facing wall is proposed to be antique white smooth trowel. The south facing wall of the third level, clad in Montana Timber Charwood Ebony, will be visible and provide some break in the massing. At the southeast corner of the building the front entrance will be stepped in when viewed from the south most property line and will be clad in a Stonewood panel.</p> <p>The applicant indicates that an exterior materials board will be included in the design review submission materials, per City Code 17.96.040.C.2.i.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.96.060. F.3 There shall be continuity of materials, colors and signing within the project.</p> <p><i>Staff Comments</i> The materials shown provide a continuity of materials and colors within the project. See Staff comment in section 17.96.060. E.1. The applicant indicates that an exterior materials board will be included in the design review submission materials, per City Code 17.96.040. C.2.i.</p>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>17.96.060. F.4 Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.</p> <p><i>Staff Comments</i> Accessory structures, fences, walls and landscape features have not been proposed at this time. The applicant has indicated that accessory structures and landscaping will complement and draw materials and colors from the main building.</p> <p>The applicant has indicated that a landscape plan will be submitted at design review. See Staff comment located in 17.96.060. I.1.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.96.060. F.5 Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.</p> <p><i>Staff Comments</i> 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.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.96.060. F.6 Building(s) shall orient towards their primary street frontage.</p> <p><i>Staff Comments</i> The proposed building orients towards the primary street frontage which is Northwood Way, which is the primary street frontage.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.96.060. F.7 Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.</p> <p><i>Staff Comments</i> The applicant has indicated that the garbage storage area will be located at the south end of the proposed parking area, and will be screened from public view with a complementary accessory structure.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.96.060. F.8 Building design shall include weather protection which prevents water to drip or snow to slide on areas where pedestrians gather and circulate or onto adjacent properties.</p> <p><i>Staff Comments</i> The applicant indicates that all roof elements are flat roofs which will be internally drained. Pedestrian gathering areas will be sheltered at exterior doorways by canopies and/or overhangs.</p>
17.96.060.G Circulation Design			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.96.060. G.1 Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.</p> <p><i>Staff Comments</i> Pedestrian and bicycle access is located from the existing sidewalk adjacent to Northwood Way.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.96.060. G.2 Awnings extending over public sidewalks shall extend five (5') feet or more across the public sidewalk but shall not extend within two (2') feet of parking or travel lanes within the right of way.</p>

			<i>Staff Comments</i>	<i>Awnings are not proposed to extend over a public sidewalk.</i> <i>Per City Code: 17.08.020, an awning is defined as a covered architectural projection that extends from the exterior wall of a building for the purpose of providing shade, shelter or aesthetic value to the building facade.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. G.3	Traffic shall flow safely within the project and onto adjacent streets. Traffic includes vehicle, bicycle, pedestrian and equestrian use. Consideration shall be given to adequate sight distances and proper signage.
			<i>Staff Comments</i>	<i>Based on the preliminary site plan, traffic will flow safely within the project and onto Northwood Way. The Public Works Department has reviewed the project and no comments have been given towards adequate sight distances.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. G.4	Curb cuts and driveway entrances shall be no closer than twenty (20') feet to the nearest intersection of two or more streets, as measured along the property line adjacent to the right of way. Due to site conditions or current/projected traffic levels or speed, the City Engineer may increase the minimum distance requirements.
			<i>Staff Comments</i>	<i>The subject property is greater 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.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. G.5	Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.
			<i>Staff Comments</i>	<i>Emergency 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 so that the location of the trash enclosure will allow for unobstructed access to the trash truck.</i>
17.96.060.H Snow Storage				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. H.1	Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.
			<i>Staff Comments</i>	<i>The total proposed pedestrian and parking circulation area is 10,300 Square feet. The proposed snow storage shown totals 3,237 square feet, or 31% of the improved parking area.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. H.2	Snow storage areas shall be provided on site.
			<i>Staff Comments</i>	<i>See staff comment in section 17.96.060. H.1.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. H.3	A designated snow storage area shall not have any dimension less than five (5') feet and shall be a minimum of twenty-five (25) square feet.
			<i>Staff Comments</i>	<i>The applicant has divided the total accumulated snow storage areas between six designated snow storage areas. All proposed snow storage areas do not have a dimension less than five (5') feet. See square footage for each area detailed below: A: 2,138 SF B:194 SF C: 320 SF D: 97 SF E: 245 SF F: 243 SF</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. H.4	In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.
			<i>Staff Comments</i>	<i>The applicant is proposing snow storage areas on-site.</i>
17.96.060.I Landscaping				
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. I.1	Landscaping is required for all projects.
			<i>Staff Comments</i>	<i>The applicant indicates that landscaping plan will be provided at design review.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060.I.2	Landscape materials and vegetation types specified shall be readily adaptable to a site's microclimate, soil conditions, orientation and aspect, and shall serve to enhance and complement the neighborhood and townscape.
			<i>Staff Comments</i>	<i>See Staff comment located in 17.96.060. I.1.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060.I.3	All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.
			<i>Staff Comments</i>	<i>See Staff comment located in 17.96.060. I.1.</i>

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060.I.4	Landscaping shall provide a substantial buffer between land uses, including, but not limited to, structures, streets and parking lots. The development of landscaped public courtyards, including trees and shrubs where appropriate, shall be encouraged.
			<i>Staff Comments</i>	<p>See Staff comment located in 17.96.060. I.1.</p> <p><i>Note: A 60-foot wide landscape, bicycle and pedestrian easement is in place at the rear of the property per the Re-subdivision of Lot 1 Northwood PUD Subdivision: Lot 5A. The applicant has maintained a rear setback of 64' – 6 ½". The 60' landscape easement shall be maintained to serve as a buffer between the proposed commercial mixed-use and Highway 75 at the adjacent to the rear of the subject property.</i></p>
17.96.060.J Public Amenities				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.J.1	Where sidewalks are required, pedestrian amenities shall be installed. Amenities may include, but are not limited to, benches and other seating, kiosks, bus shelters, trash receptacles, restrooms, fountains, art, etc. All public amenities shall receive approval from the Public Works Department prior to design review approval from the Commission.
			<i>Staff Comments</i>	<i>The site is served by an existing sidewalk and pedestrian amenities are not required.</i>

Attachment E:

Application



City of Ketchum
Planning & Building

7/11/17
CERTIFIED COMPLETE

OFFICIAL USE ONLY	
File Number:	17-100
Date Received:	8/24/17
By:	A
Pre-Application Fee Paid:	\$1,100.00
Design Review Fee Paid:	
Approved Date:	
Denied Date:	
BY:	
ADRE: Yes	<input type="checkbox"/> No <input type="checkbox"/>

Design Review Application

APPLICANT INFORMATION			
Project Name: Northwood Mixed-Use	Phone: 208-726-3916		
Owner: Elisabeth Grabher	Mailing Address: PO Box 507; Ketchum, ID; 83340		
Email: elisabeth@grabherconstruction.com			
Architect/Representative: Michael Doty Associates	Phone: 208-726-4228		
Email: mallaire@mda-arc.com	Mailing Address: PO Box 2792; Ketchum, ID; 83340		
Architect License Number: AR-1612			
Engineer of Record:	Phone:		
Email:	Mailing Address:		
Engineer License Number:			
<i>All design review plans and drawings for public commercial projects, residential buildings containing more than four (4) dwelling units and development projects containing more than four (4) dwelling units shall be prepared by an Idaho licensed architect or an Idaho licensed engineer.</i>			
PROJECT INFORMATION			
Legal Land Description: NORTHWOOD LIGHT INDUSTRIAL AM LOT 5A 28358 SF			
Street Address: 180 Northwood Way, Ketchum, ID 83340			
Lot Area (Square Feet): 30,905			
Zoning District: LI-2			
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: Mercantile; Business	Number of Residential Units: 0		
TOTAL FLOOR AREA			
	Proposed	Existing	
Basements	Sq. Ft.	Sq. Ft.	
1 st Floor	6,952 Gross Sq. Ft.	Sq. Ft.	
2 nd Floor	1,984 Gross Sq. Ft.	Sq. Ft.	
3 rd Floor	Sq. Ft.	Sq. Ft.	
Mezzanine	1,182 Gross Sq. Ft.	Sq. Ft.	
Total	Sq. Ft.	Sq. Ft.	
FLOOR AREA RATIO			
Community Core:	Tourist:	General Residential-High:	
BUILDING COVERAGE/OPEN SPACE			
Percent of Building Coverage: 22.4%			
DIMENSIONAL STANDARDS/PROPOSED SETBACKS			
Front: 82' - 3 1/2"	Side: 10' - 0"	Side: 2' - 6 1/2"	Rear: 64' - 6 1/2"
Building Height: 29' - 8 1/2"			
OFF STREET PARKING			
Parking Spaces Provided: 13			
Curb Cut: 44.67 LF Sq. Ft.	31 %		
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

8/24/2017
Date

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:

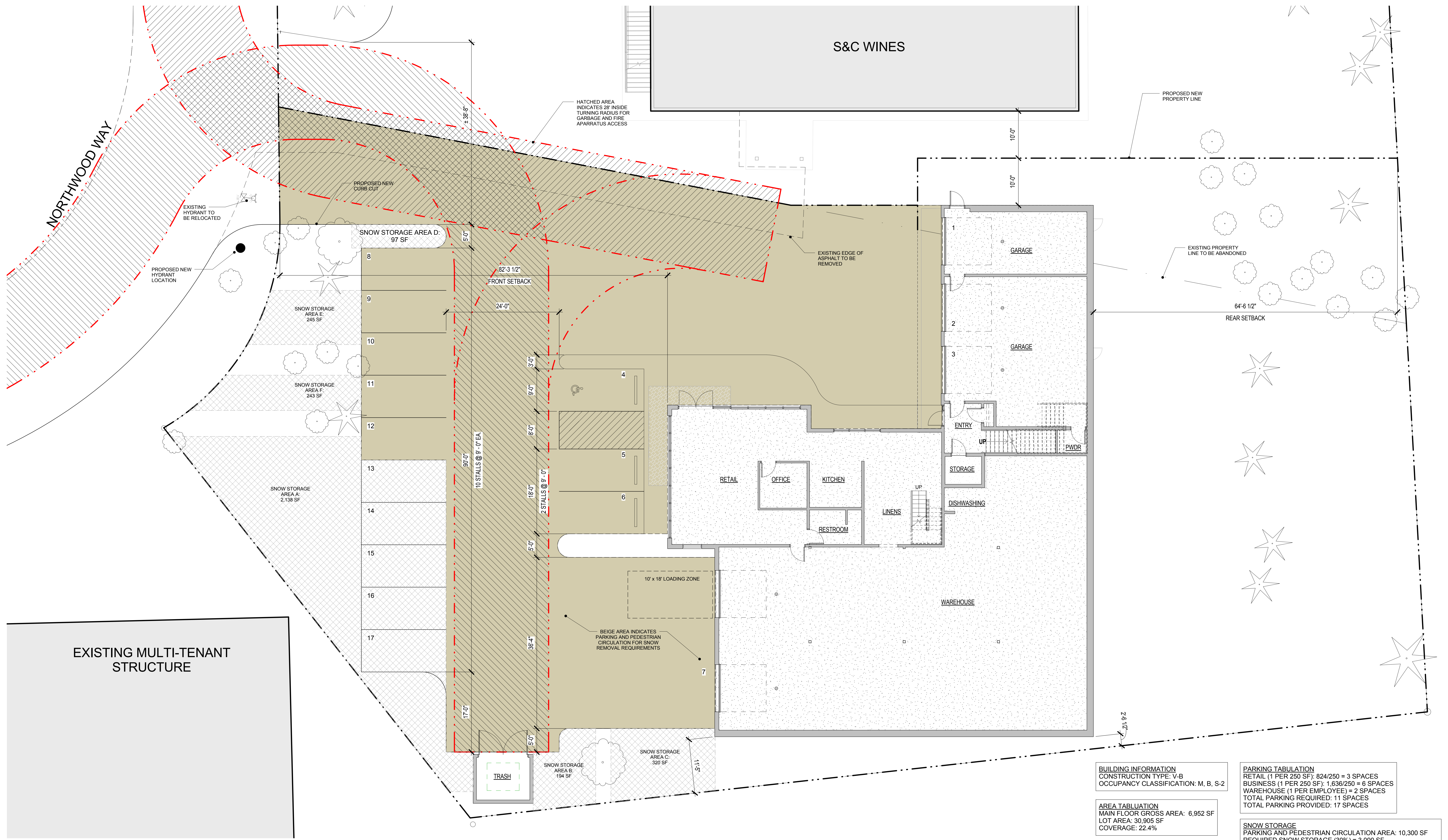
1. All projects under 17.96.010(A) that qualify as a "Substantial Improvement" shall install sidewalks in conformance with the right-of-way standards. Sidewalk improvements may be waived for projects that qualify as a "Substantial Improvement" which comprise additions of less than 250 square feet of 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.

Attachment F:

Pre-Application Design Review plan set, dated August 24, 2017



EXISTING MULTI-TENANT STRUCTURE

BUILDING INFORMATION
 CONSTRUCTION TYPE: V-B
 OCCUPANCY CLASSIFICATION: M, B, S-2

AREA TABULATION
 MAIN FLOOR GROSS AREA: 6,952 SF
 LOT AREA: 30,905 SF
 COVERAGE: 22.4%

PARKING TABULATION
 RETAIL (1 PER 250 SF): 824/250 = 3 SPACES
 BUSINESS (1 PER 250 SF): 1,636/250 = 6 SPACES
 WAREHOUSE (1 PER EMPLOYEE) = 2 SPACES
 TOTAL PARKING REQUIRED: 11 SPACES
 TOTAL PARKING PROVIDED: 17 SPACES

SNOW STORAGE
 PARKING AND PEDESTRIAN CIRCULATION AREA: 10,300 SF
 REQUIRED SNOW STORAGE (30%) = 3,090 SF
 SNOW STORAGE PROVIDED: 3,237 SF

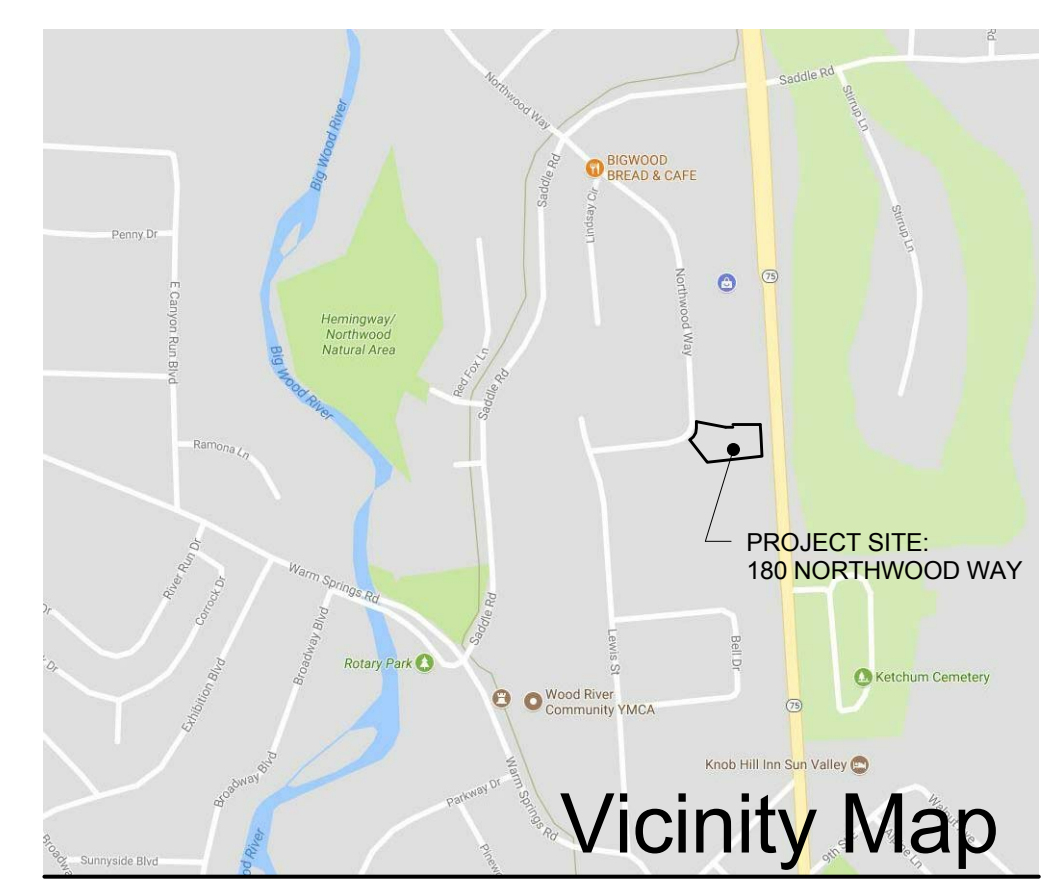
ARCHITECTURAL SITE PLAN

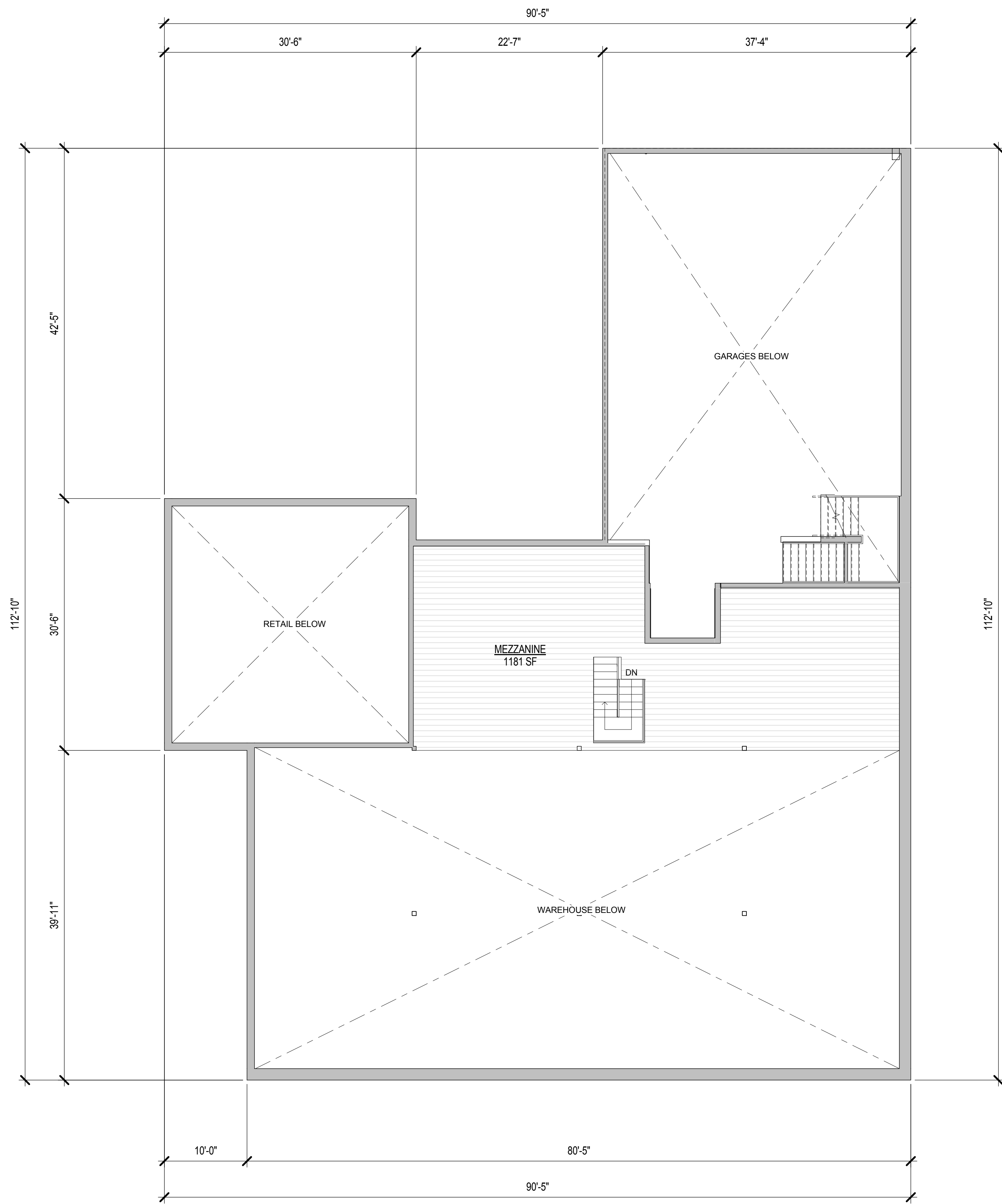


NORTHWOOD MIXED-USE

180 NORTHWOOD WAY
 KETCHUM, IDAHO

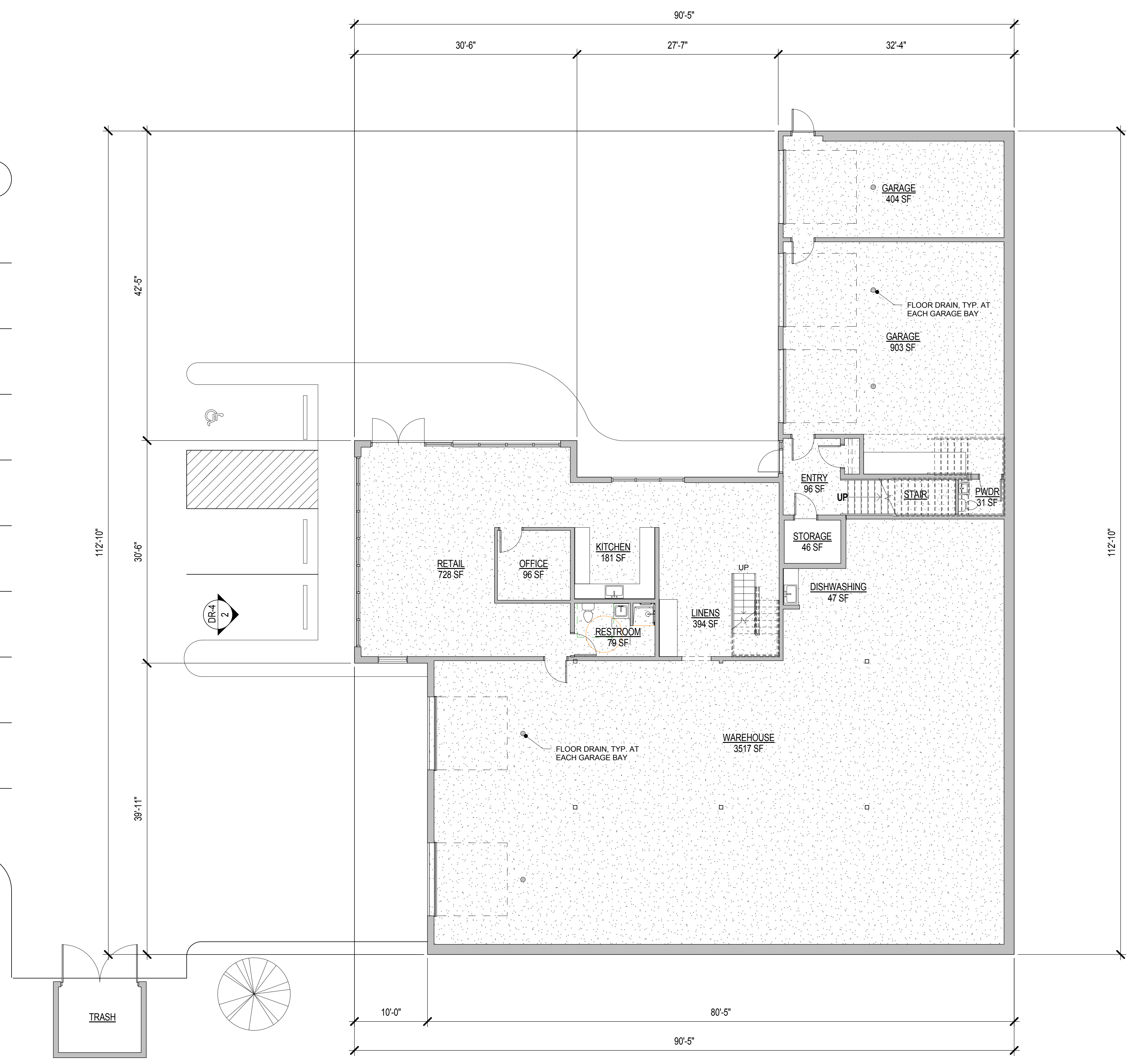
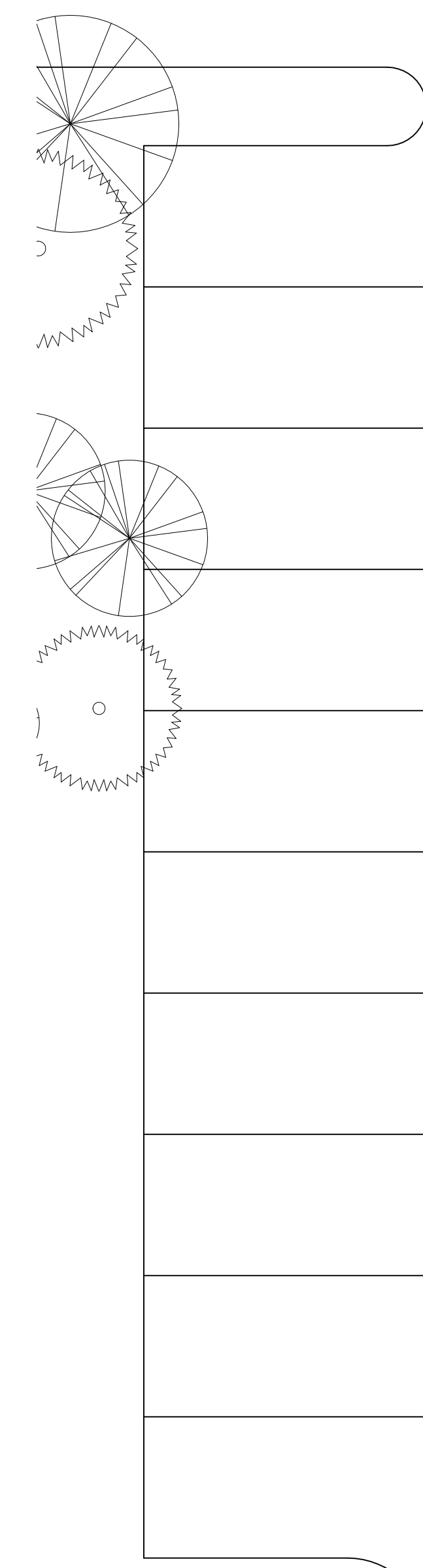
CITY OF KETCHUM PRE-APPLICATION DESIGN REVIEW SUBMITTAL
 08/24/17





AREA TABULATION
 MEZZANINE FLOOR GROSS AREA: 1,241 SF
 MEZZANINE FLOOR NET AREA: 1,182 SF

MEZZANINE FLOOR PLAN



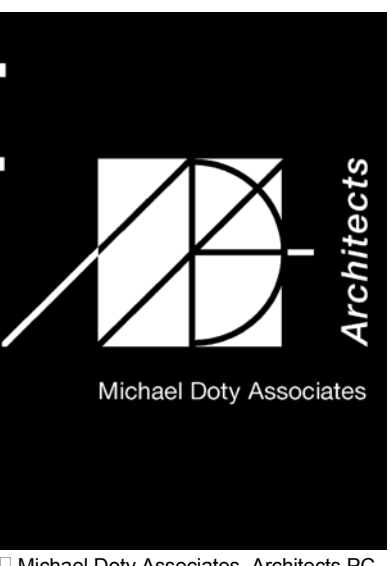
AREA TABULATION
 MAIN FLOOR GROSS AREA: 6,952 SF
 MAIN FLOOR NET AREA: 5,099 SF

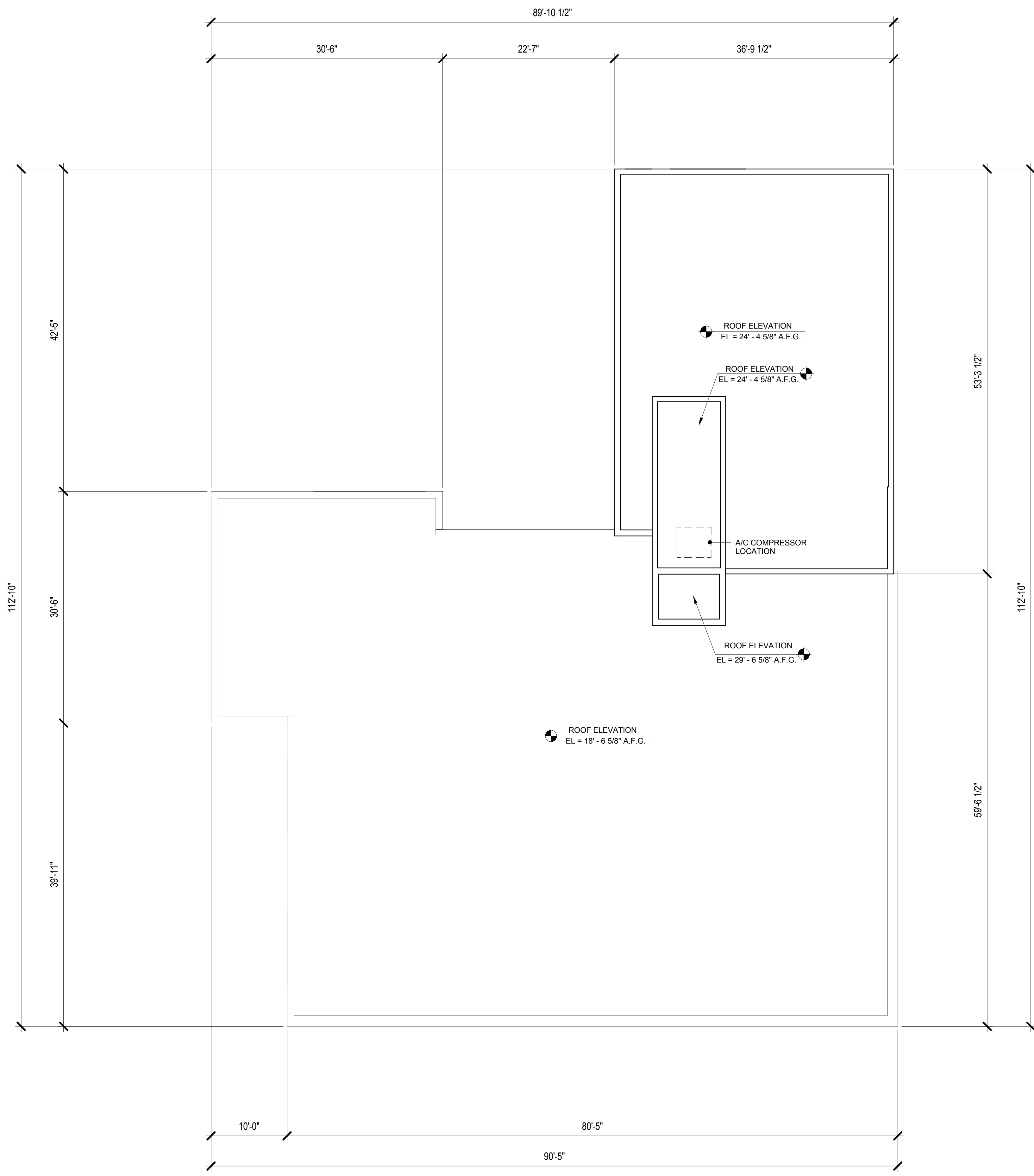
MAIN FLOOR PLAN

NORTHWOOD MIXED-USE

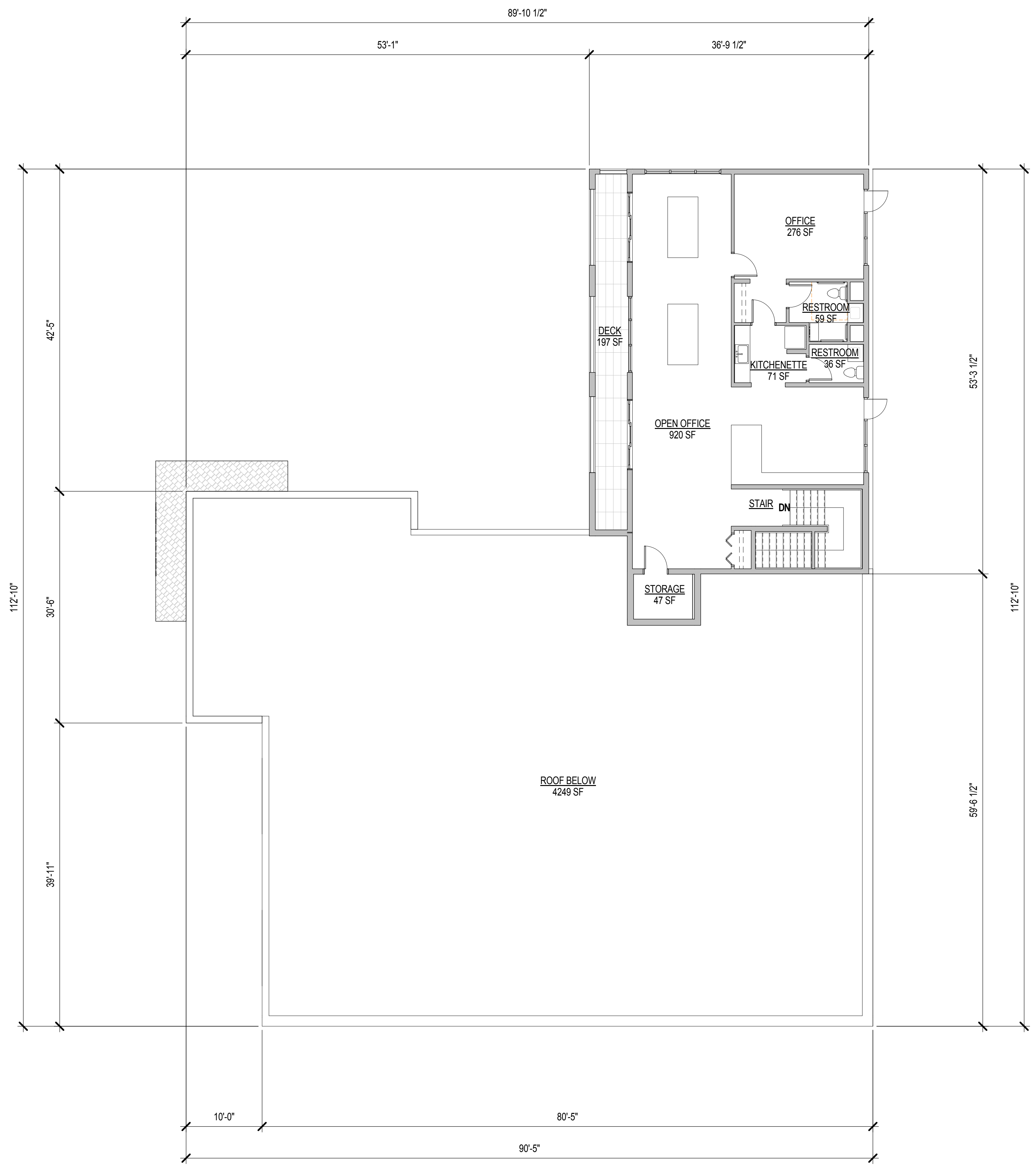
180 NORTHWOOD WAY
 KETCHUM, IDAHO

CITY OF KETCHUM PRE-APPLICATION DESIGN REVIEW SUBMITTAL
 08/24/17





ROOF PLAN



SECOND FLOOR

AREA TABULATION	
SECOND FLOOR GROSS AREA:	1,984 SF
SECOND FLOOR NET AREA:	1,496 SF

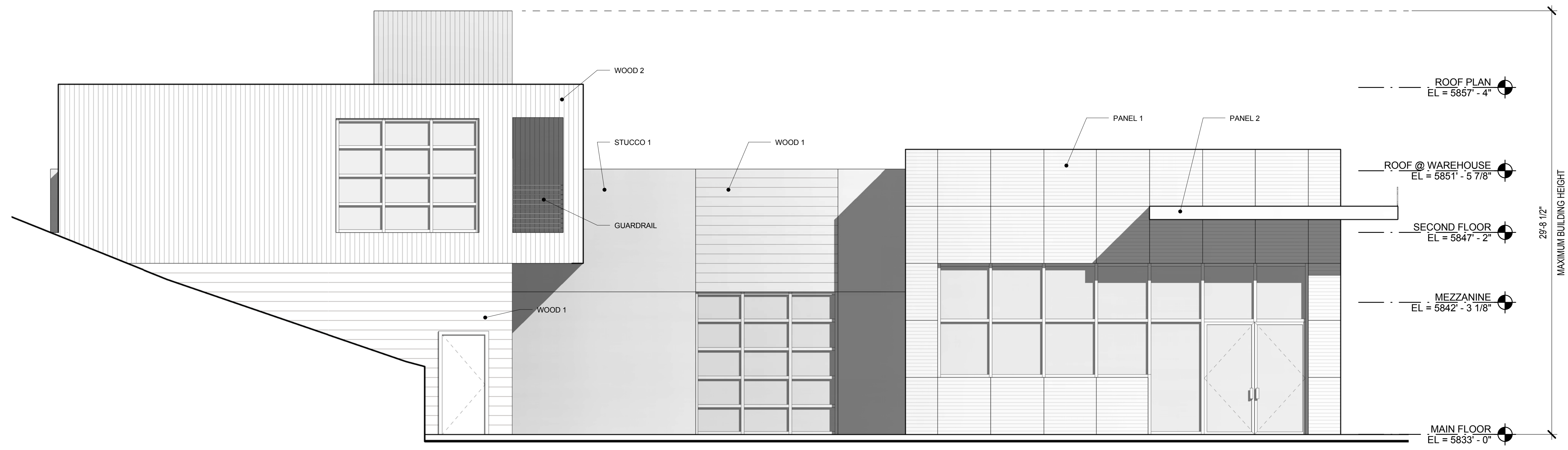
NORTHWOOD MIXED-USE

180 NORTHWOOD WAY
KETCHUM, IDAHO

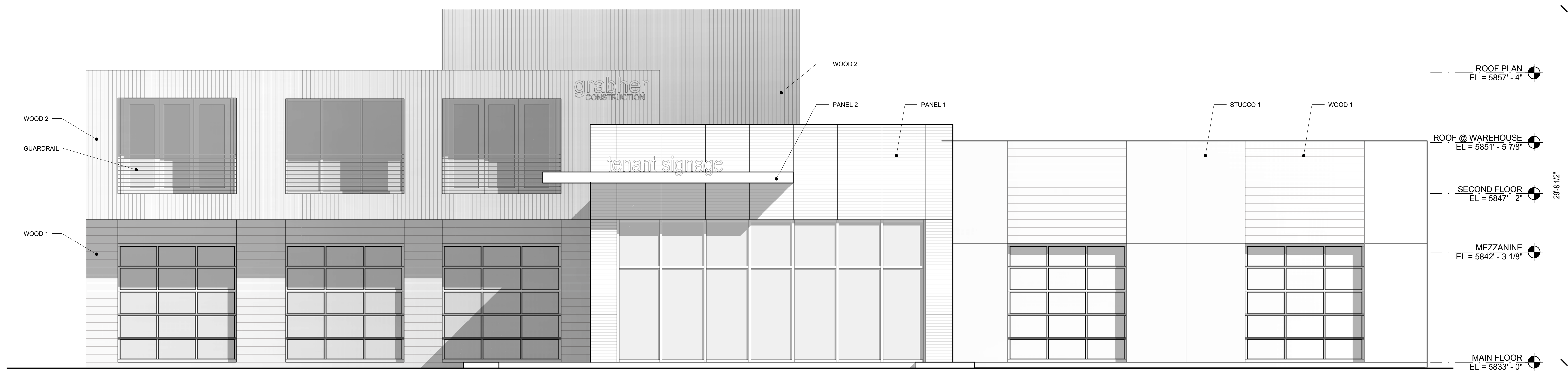
CITY OF KETCHUM PRE-APPLICATION DESIGN REVIEW SUBMITTAL
08/24/17



Michael Doty Associates, Architects PC



NORTH ELEVATION



WEST ELEVATION

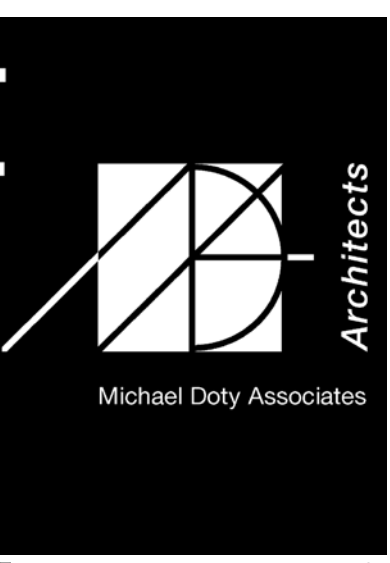
EXTERIOR MATERIALS MATRIX
 STUCCO 1: ANTIQUE WHITE, SMOOTH TROWEL (COLOR TO MATCH S&C WINES BUILDING)
 WOOD 1: MONTANA TIMBER PRODUCTS - CHARWOOD EBONY, 8" WIDE
 WOOD 2: MONTANA TIMBER PRODUCTS - CHARWOOD EBONY, 4" WIDE
 PANEL 1: STONEWOOD PANEL - STONEWOOD COSMIC STRANDZ
 PANEL 2: STONEWOOD PANEL - STONEWOOD SELECT SATIN STAINLESS
 GUARDRAIL: 1/2"x5" HORIZONTAL STEEL BAR STOCK @ 4" O.C.
 EXTERIOR LIGHT FIXTURES: DARK SKY COMPLIANT, SPEC & LOCATIONS TBD



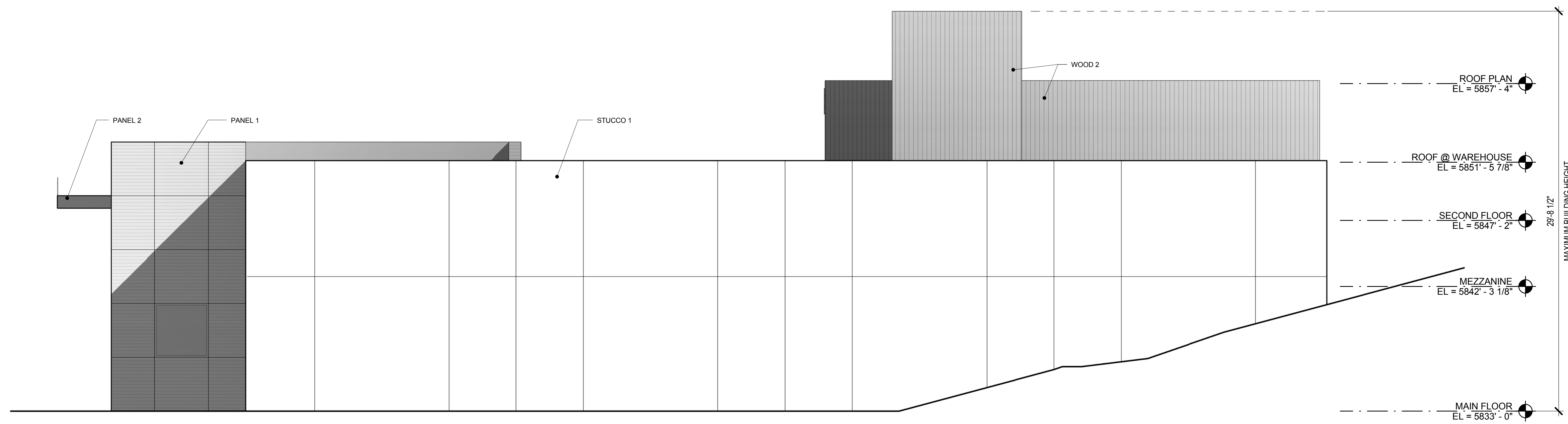
NORTHWOOD MIXED-USE

180 NORTHWOOD WAY
 KETCHUM, IDAHO

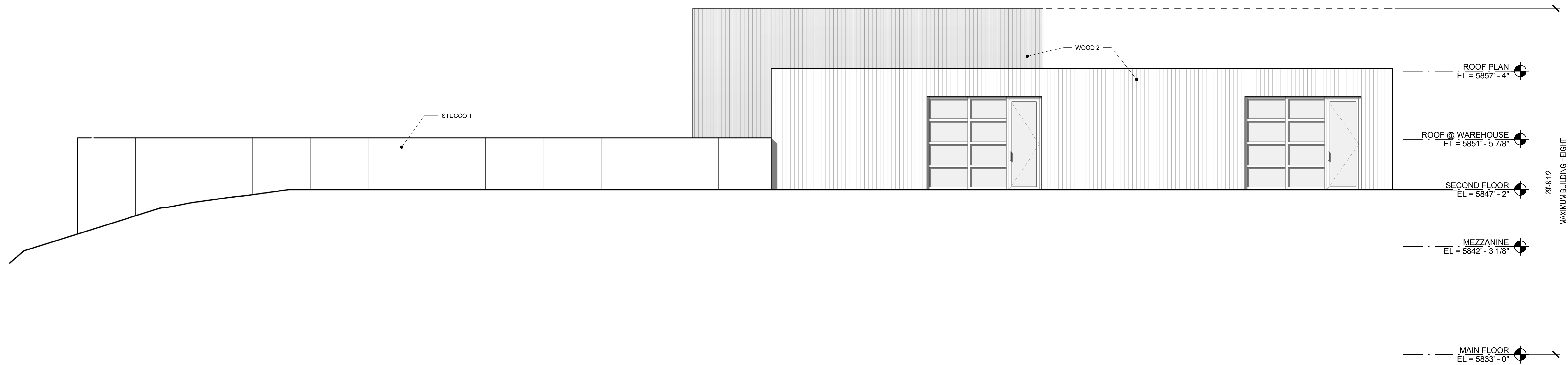
CITY OF KETCHUM PRE-APPLICATION DESIGN REVIEW SUBMITTAL
 08/24/17



Michael Doty Associates, Architects PC



SOUTH ELEVATION



EAST ELEVATION

EXTERIOR MATERIALS MATRIX

STUCCO 1: ANTIQUE WHITE, SMOOTH

TROWEL (COLOR TO MATCH S&C WINES BUILDING)

WOOD 1: MONTANA TIMBER PRODUCTS -

CHARWOOD EBONY, 8" WIDE

WOOD 2: MONTANA TIMBER PRODUCTS -

CHARWOOD EBONY, 4" WIDE

PANEL 1: STONEWOOD PANEL -

STONEWOOD COSMIC STRANDZ

PANEL 2: STONEWOOD PANEL -

STONEWOOD SELECT SATIN STAINLESS

GUARDRAIL: 1/2"x5" HORIZONTAL STEEL

BAR STOCK @ 4" O.C.

EXTERIOR LIGHT FIXTURES:

DARK SKY COMPLIANT, SPEC &

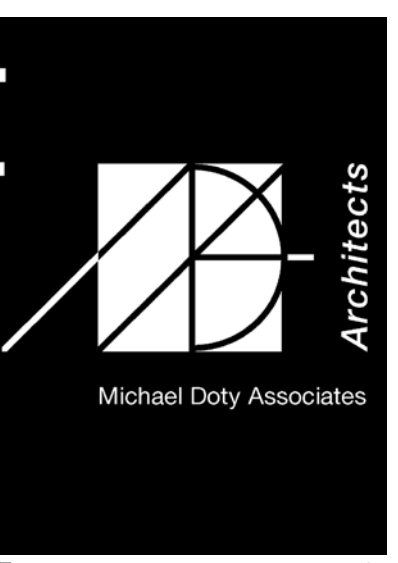
LOCATIONS TBD



NORTHWOOD MIXED-USE

180 NORTHWOOD WAY
KETCHUM, IDAHO

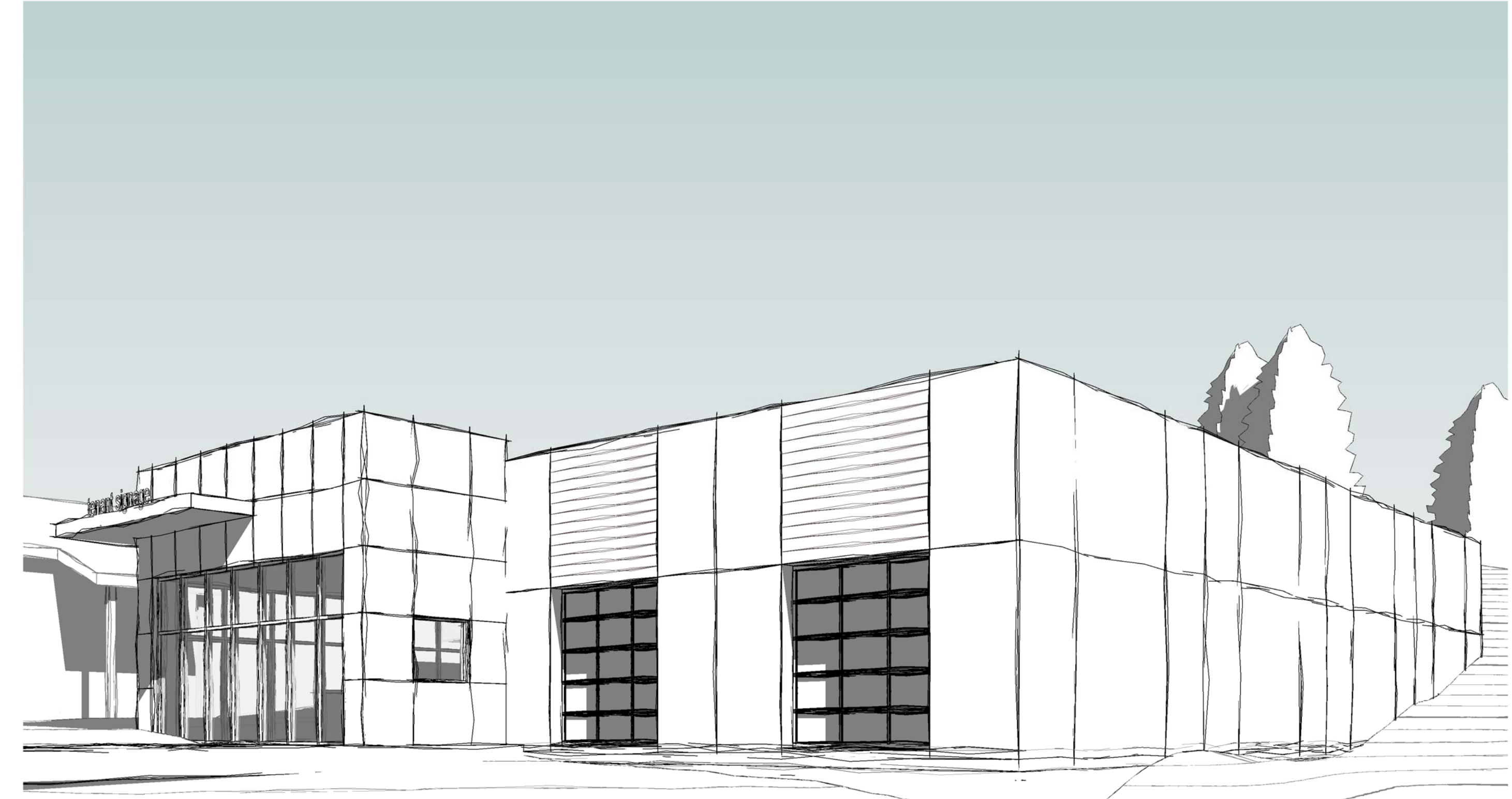
CITY OF KETCHUM PRE-APPLICATION DESIGN REVIEW SUBMITTAL
08/24/17



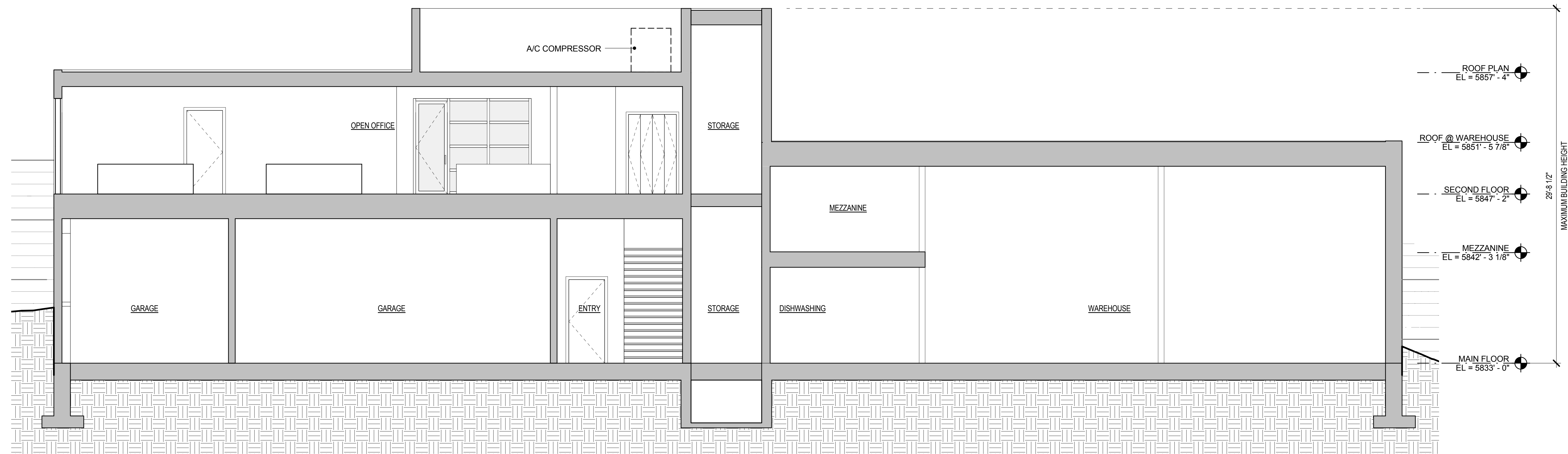
Michael Doty Associates, Architects PC



PERSPECTIVE FROM NORTH



PERSPECTIVE FROM SOUTH

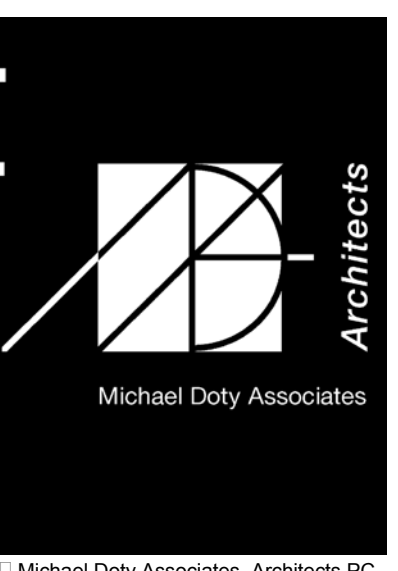


BUILDING SECTION

NORTHWOOD MIXED-USE

180 NORTHWOOD WAY
KETCHUM, IDAHO

CITY OF KETCHUM PRE-APPLICATION DESIGN REVIEW SUBMITTAL
08/24/17



Michael Doty Associates, Architects PC

City Code	City Standards and Comments
17.96.060(A)(1) Streets	The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.
Comments	<i>Applicant will provide and be responsible for all costs of connections from the existing city street to the development.</i>
17.96.060(A)(2) Streets	All street designs shall be approved by the City Engineer.
Comments	<i>N/A</i>
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.
Comments	<i>The applicant will demolish and replace sidewalks at Northwood Way as required by the Public Works Department.</i>
17.96.060 (B)(2)c	Sidewalk width shall conform to the City's right-of-way standards, however the City Engineer may reduce or increase the sidewalk width and design standard requirements at their discretion.
Comments	<i>Sidewalk width will conform to the City's right of way standards.</i>
17.96.060 (B)(3)	Sidewalks may be waived if one of the following criteria is met: <ul style="list-style-type: none"> a. The project comprises an addition of less than 250 square feet of conditioned space. b. The City Engineer finds that sidewalks are not necessary because of existing geographic limitations, pedestrian traffic on the street does not warrant a sidewalk, or if a sidewalk would not be beneficial to the general welfare and safety of the public.
Comments	<i>N/A. Applicant is not seeking a waiver for sidewalk improvements.</i>
17.96.060 (B)(4)	The length of sidewalk improvements constructed shall be equal to the length of the subject property line(s) adjacent to any public street or private street.
Comments	<i>Applicant will provide sidewalk improvements equal to the length of the subject property lines adjacent to public streets.</i>
17.96.060 (B)(5)	New sidewalks shall be planned to provide pedestrian connections to any existing or future sidewalks adjacent to the site. In addition, sidewalks shall be constructed to provide safe pedestrian access to and around a building.
Comments	<i>Sidewalks will connect to existing sidewalks along Northwood Way.</i>
17.96.060 (B)(6)	The City may approve and accept voluntary cash contributions in-lieu of the above described improvements, which contributions must be segregated by the City and not used for any purpose other than the provision of these improvements. The contribution amount shall be one hundred ten percent (110%) of the estimated costs of concrete sidewalk and drainage improvements provided by a qualified contractor, plus associated engineering costs, as approved by the City Engineer. Any approved in-lieu contribution shall be paid before the City issues a certificate of occupancy.
Comments	<i>N/A. Applicant will provide sidewalk improvements.</i>
17.96.060(C)(1)	All storm water shall be retained on site.
Comments	<i>On-site storm water shall be directed to internal roof drains, drain leaders, and trench drain grates and connected to a dry well to be retained on site.</i>
17.96.060(C)(2)	Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.
Comments	<i>Applicant will provide drainage improvements equal to the length of the subject property lines adjacent to public streets.</i>
17.96.060(C)(3)	The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.
Staff Comments	<i>Drainage will be reviewed by and coordinated with Steve Butler, PE.</i>
17.96.060(C)(4)	Drainage facilities shall be constructed per City standards.
Staff Comments	<i>Final design of drainage facilities will be constructed per City Standards.</i>
17.96.060(D)(1)	All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.

<i>Staff Comments</i>	<i>Applicant will provide all utilities necessary for the development.</i>
17.96.060(D)(2)	Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.
<i>Staff Comments</i>	<i>Applicant will work with utility companies to meet City Standards.</i>
17.96.060(D)(3)	When extension of utilities is necessary all developers will be required to pay for and install two (2") inch SDR11 fiber optical conduit. The placement and construction of the fiber optical conduit shall be done in accordance with city of Ketchum standards and at the discretion of the City Engineer.
<i>Staff Comments</i>	<i>If extension of utilities is required, the applicant will install and pay for two 2-inch SDR11 fiber optic conduits in accordance with City of Ketchum standards, and at the discretion of the City Engineer.</i>
17.96.060(E)(1)	The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.
<i>Comments</i>	<i>The applicant is proposing materials, colors, and signing that we believe will complement the townscape, surrounding neighborhoods, and adjacent structures. An exterior materials board will be included in the design review submission materials.</i>
17.96.060(E)(2)	Preservation of significant landmarks shall be encouraged and protected, where applicable. A significant landmark is one which gives historical and/or cultural importance to the neighborhood and/or community.
<i>Comments</i>	<i>N/A</i>
17.96.060(E)(3)	Additions to existing buildings, built prior to 1940, shall be complementary in design and use similar material and finishes of the building being added to.
<i>Comments</i>	<i>N/A</i>
17.96.060(F)(1)	Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.
<i>Comments</i>	<i>The building will provide unobstructed access to the nearest sidewalk through the parking lot. The entries for both tenants are clearly defined with glazed storefront systems to delineate them from the balance of the material palette. An entry canopy with signage for the main tenant further exaggerates the main entry element.</i>
17.96.060(F)(2)	The building character shall be clearly defined by use of architectural features.
<i>Comments</i>	<i>Varying materials and undulations in massing define the separate uses and occupancies of the building.</i>
17.96.060(F)(3)	There shall be continuity of materials, colors and signing within the project.
<i>Comments</i>	<i>The building's material and color palette utilizes durable, maintenance free materials and clean lines, while seeking to complement the material palette of the existing adjacent structure to the north.</i>
17.96.060(F)(4)	Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.
<i>Comments</i>	<i>Accessory structures and landscaping will complement and draw materials and colors from the main building.</i>
17.96.060(F)(5)	Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.
<i>Comments</i>	<i>Varying materials and undulations in massing define the separate uses and occupancies of the building.</i>
17.96.060(F)(6)	Building(s) shall orient towards their primary street frontage.
<i>Comments</i>	<i>The overall building and both entries orient toward Northwood Way.</i>
17.96.060(F)(7)	Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.
<i>Comments</i>	<i>Garbage storage will be located toward the south end of the parking area, and will be screened from view with a complementary accessory structure.</i>
17.96.060(F)(8)	Building design shall include weather protection which prevents water to drip or snow to slide on areas where pedestrians gather and circulate or onto adjacent properties.

<i>Comments</i>	<i>All proposed roof elements are flat roofs which will be drained internally. Pedestrians will be sheltered at exterior doorways by canopies and/or overhangs.</i>
17.96.060(G)(1)	Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.
<i>Comments</i>	<i>Pedestrian access via existing sidewalks will connect to the parking area, giving access to the building.</i>
17.96.060(G)(2)	Awnings extending over public sidewalks shall extend five (5') feet or more across the public sidewalk but shall not extend within two (2') feet of parking or travel lanes within the right of way.
<i>Comments</i>	<i>N/A</i>
17.96.060(G)(3)	Traffic shall flow safely within the project and onto adjacent streets. Traffic includes vehicle, bicycle, pedestrian and equestrian use. Consideration shall be given to adequate sight distances and proper signage.
<i>Comments</i>	<i>Traffic flow to and from the site will be through an existing, but enlarged curb cut. Sight lines will be addressed if needed to meet city standards.</i>
17.96.060(G)(4)	Curb cuts and driveway entrances shall be no closer than twenty (20') feet to the nearest intersection of two or more streets, as measured along the property line adjacent to the right of way. Due to site conditions or current/projected traffic levels or speed, the City Engineer may increase the minimum distance requirements.
<i>Comments</i>	<i>The site is not adjacent to an intersection. The driveway entrance will be well away from the nearest street intersection.</i>
17.96.060(G)(5)	Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.
<i>Comments</i>	<i>The applicant has coordinated requirements with Clear Creek Disposal so that the location of the trash enclosure will allow the trash truck unobstructed access. Emergency vehicles, snow plows, and service vehicles will have to access the site from the right-of-way.</i>
17.96.060(H)(1)	Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.
<i>Comments</i>	<i>Snow storage will be as depicted on the architectural site plan, and will conform the City's requirements.</i>
17.96.060(H)(2)	Snow storage areas shall be provided on site.
<i>Comments</i>	<i>Snow storage will be as depicted on the architectural site plan, and will conform the City's requirements.</i>
17.96.060(H)(3)	A designated snow storage area shall not have any dimension less than five (5') feet and shall be a minimum of twenty five (25) square feet.
<i>Comments</i>	<i>Snow storage will be as depicted on the architectural site plan, and will conform the City's requirements.</i>
17.96.060(H)(4)	In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.
<i>Comments</i>	<i>Snow storage will be as depicted on the architectural site plan, and will conform the City's requirements.</i>
17.96.060(I)(1)	Landscaping is required for all projects.
<i>Comments</i>	<i>Landscape plans will be included with the design review submission materials.</i>
17.96.060(I)(2)	Landscape materials and vegetation types specified shall be readily adaptable to a site's microclimate, soil conditions, orientation and aspect, and shall serve to enhance and complement the neighborhood and townscape.
<i>Comments</i>	<i>Landscape plans will be included with the design review submission materials.</i>
17.96.060(I)(3)	All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.
<i>Comments</i>	<i>Landscape plans will be included with the design review submission materials.</i>
17.96.060(I)(4)	Landscaping shall provide a substantial buffer between land uses, including, but not limited to, structures, streets and parking lots. The development of landscaped public courtyards, including trees and shrubs where appropriate, shall be encouraged.

<i>Comments</i>	<i>Landscape plans will be included with the design review submission materials.</i>
17.96.060(J)(1)	Where sidewalks are required, pedestrian amenities shall be installed. Amenities may include, but are not limited to, benches and other seating, kiosks, bus shelters, trash receptacles, restrooms, fountains, art, etc. All public amenities shall receive approval from the Public Works Department prior to design review approval from the Commission.
<i>Comments</i>	<i>N/A</i>



**City of Ketchum
Planning & Building**

IN RE:)
)
 Flynt Remodel and Addition)
 Design Review) **KETCHUM PLANNING AND ZONING COMMISSION**
 Date: September 11, 2017) **FINDINGS OF FACT, CONCLUSIONS OF LAW AND**
) **DECISION**
 File Number: #17-085)
BACKGROUND FACTS

PROJECT: Flynt Remodel and Addition

FILE NUMBER: #17-085

REPRESENTATIVE: Gretchen Wagner

OWNER: Susan Flynt

REQUEST: Mountain Overlay Design Review approval for an addition located within the Mountain Overlay.

LOCATION: 207 Jade Street
(Ketchum FR SE SW TL 3593)

ZONING: Limited Residential (LR)

OVERLAY: Mountain Overlay

NOTICE: Notice was mailed to adjacent property owners of the subject property and posted in three public City locations on July 31st, 2017.

NOTICE OF CONSIDERATION BEFORE THE PLANNING AND ZONING COMMISSION: SITE VISIT AND REGULAR MEETING

Site Visit Date:	August 14, 2017
Site Visit Time:	5:45 PM
Meeting Location:	207 Jade Street, Ketchum, ID (Ketchum FR SE SW TL 3593 SEC 18 4N 18E)
Meeting Date:	August 14, 2017
Meeting Time:	6:00 PM, or thereafter as the matter can be heard.
Meeting Location:	City Hall Council Chambers, 480 East Avenue North, Ketchum, Idaho
Project Name:	Flynt Residence
Project Location:	207 Jade Street, Ketchum, ID (Ketchum FR SE SW TL 3593 SEC 18 4N 18E)
Applicant:	Susan Flynt

Representative:	Gretchen Wagner, Scape Design Studio
Application Type:	Mountain Overlay Design Review
Project Description:	The applicant is proposing a new 2,318 square-foot addition containing a new garage and master suite. The property is 1.667 acres in size and zoned Limited Residential (LR).

BACKGROUND

The property is located in the Limited Residential (LR) Zoning District and is located fully within the Mountain Overlay district. The applicant is property owner Susan Flynt, represented by the Architect Gretchen Wagner. The applicant has not requested a pre-application review with the Planning and Zoning Commission. At the time Design Review submittal, the applicant proposed an interior remodel, the addition of a new garage space with a new bedroom over the proposed garage addition and a five-foot six-inch (5'-6") extension of the deck towards the south side property line. The applicant is no longer proposing the addition of a new garage with a new bedroom over the proposed garage. The applicant shall provide an updated plan set at the time of building permit submittal

As the project is located within the Mountain Overlay, it is subject the Design Review standards located in chapter 17.96 and the Mountain Overlay Design Review Standards. As the project is a single-family residence is exempt from the Design Review criteria located in chapter 17.96.

COMPREHENSIVE PLAN ANALYSIS

The proposed addition of the bedroom and garage space at the existing Flynt Residence is consistent with the uses, goals and policies listed below as specified within the 2014 Comprehensive Plan.

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

	Protect and incorporate natural features into newly developing areas. Conserve the natural patterns of streams, ridgelines, topography, riparian areas, and wildlife habitat areas.
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FINDINGS OF FACT

Table 1: Requirements for All Applications

			City Department Comments	
Compliant			City Code	City Standards and <i>Commission Comments</i>
Yes	No	N/A		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104 & 17.96	Complete Application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Police Department: No comment at this time.	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire Department: The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances. IF a monitored fire detection system exists or is installed, it shall meet NFPA 72 and be monitored by an approved alarm monitoring station. An approved key box shall be installed, with the appropriate keys, for emergency fire department access in a location approved by the fire department. 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 minimum twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times. An approved access roadway per 2012 International Fire Code Appendix D (www.ketchumfire.org) shall be installed prior to any combustible construction on the site. The road shall be a minimum of twenty (20) feet in width and capable of supporting an imposed load of at least 75,000 pounds. The road must be an all-weather driving surface maintained free, clear, and unobstructed at all times. Grades shall not exceed 7%. Gates, if installed, are required to be siren activated for emergency vehicle access. Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building. Spark arresters are required on all solid fuel burning appliance chimneys to reduce potential fires from burning embers. Final inspections of all fire department permit required installations by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance. A Final Inspection Checklist can be found at www.ketchumfire.org .	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Streets Department: <ul style="list-style-type: none"> • Drywell in the driveway needs to be adequate to handle additional runoff, may need drainage calculations. • Show on plans how the catch basin on the north end of the driveway is connected to the drywell • May need to install a drywell on the South West end on the property to maintain property drainage. 	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Utilities: No comment.	

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parks/Arborist: No comment.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building: The building must meet 2012 International Building Code.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Planning and Zoning: Comments are denoted throughout the staff report.

Table 2: Zoning Standards Analysis

Compliance with Zoning Standards				
Compliant			Guideline	City Standards and Commission Comments
Yes	No	N/A		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Minimum Lot Area
			<i>Commission Comments</i>	Required: 9,000 square feet minimum. Existing / proposed: 72,745 SF
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Building Coverage
			<i>Commission Comments</i>	Permitted: 35% Proposed: 7.6% 5,563
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Minimum Building Setbacks
			<i>Commission Comments</i>	Minimum: Front: 15' Side: > of 1' for every 2' in building height, or 10' (16' required) Rear: 20' Proposed: Front: 36'-0" Side (north): 25'-0" Side (south): 39'-0" Rear: 274'-0"
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Building Height
			<i>Commission Comments</i>	Maximum Permitted: 35' Proposed: 31'-8.75"
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.030.H	Curb Cut
			<i>Commission Comments</i>	Permitted: A total of 35% of the linear footage of any street frontage can be devoted to access to off street parking. Proposed: Not proposed.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.020. A.2 & 17.125.050	Off Street Parking and Loading
			<i>Commission Comments</i>	17.125.020.A.2 Off-street parking standards of this chapter apply to any new development and to any new established uses. Required: Dwelling, one-family: 1.5 spaces per dwelling unit Proposed: The applicant has provided five (5) parking spaces on-site.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18	Zoning Districts
			<i>Commission Comments</i>	17.18.020: The purpose of the LR limited residential district is to identify and preserve residential properties, to prevent overcrowding of land in order to preserve natural features and openness and to encourage the development of low density areas suited for single-family residential purposes.

Table 3: Mountain Overlay Design Review Standards

IMPROVEMENTS AND STANDARDS: 17.104.070 – Mountain Overlay Design Review:				
The following list of criteria and those contained in section 17.96.080 of this title must be considered and addressed by each applicant seeking design review approval.				
Yes	No	N/A	City Code	City Standards and Commission Comments

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A. 1	There shall be no building on ridges or knolls which would have a material visual impact on a significant skyline visible from a public vantage point entering the city or within the city. "Material", as the term is used herein, shall be construed in light of the magnitude of the negative impact on the objectives of this section;
			<i>Commission Comments</i>	<i>The existing structure and proposed remodel/addition is compliant with this requirement. The applicant does not propose a building on a ridge or knoll that would have a material visual impact on a significant skyline visible from a public vantage point entering the city or within the city. Additionally, there is significant tree cover at the north, west and south portions of the property that largely screen the existing residence. The tree coverage will also serve to screen the proposed addition.</i> <i>The addition will not be visible approaching the property heading east along E. Jade Street. The addition will not have a material visual impact on a visible skyline form a public vantage point.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A.2	Building, excavating, filling and vegetation disturbance on hillsides which would have a material visual impact visible from a public vantage point entering the city or within the city shall be minimized. "Material", as the term is used herein, shall be construed in light of the magnitude of the negative impact on the objectives of this section;
			<i>Commission Comments</i>	<i>All proposed building, excavating, filing and vegetation disturbances on the existing hillside will not have a material visual impact from a public vantage point entering the city or within the city.</i> <i>Staff finds, and the Commission agrees, that the applicant has satisfied this requirement. See comment from the applicant below:</i> "The addition is being tucked into the hill so that the building will be used to retain the excavated area. Vegetation will be disturbed during construction and to address drainage and then will be restored. The addition will not extend past the eastern perimeter of the existing part of the building and so will not be further up the hill than it is now. The north part of the property will be restored to nearly existing grade. East and South yards are not visible, and west yard will have some trees in the east edge of the grove removed for snow storage and circulation. This will not affect the screening of the properties at 207 Jade and 205 Jade from one another."
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A.3	Driveway standards as well as other applicable standards contained in chapter 12.04 of this code shall be met;
			<i>Commission Comments</i>	<i>The applicant states that the existing driveway will remain past the access to residence at 206 Jade. After the access to 206 Jade, the applicant proposed new asphalt. The proposed driveway modifications will meet all driveway standards, as well as other applicable standards, and shall receive approval from the Public Works Department prior to the issuance of a building permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A.4	All development shall have access for fire and other emergency vehicles to within one hundred fifty feet (150') of the furthest exterior wall of any building;
			<i>Commission Comments</i>	<i>This standard has been met. The applicant has coordinated with the Ketchum Fire Department and states that the existing hydrant on located on site and location of the structure also, precludes the need for sprinklers and no additional standpipe are required for fire access.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A.5	Significant rock outcroppings shall not be disturbed;
			<i>Commission Comments</i>	<i>The proposed limit of disturbance does not extend into existing significant rock outcroppings on-site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A.6	International building code (IBC) and international fire code (IFC) and Ketchum fire department requirements shall be met;

			<i>Commission Comments</i>	<i>The applicant states that the project as proposed is compliant with the International Building Code 2012 and the Ketchum Fire Department requirements. All IBC, IFC and Ketchum Fire Department requirements shall be verified and met prior to the issuance of a building permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A.7	Public water and sewer service shall comply with the requirements of the city;
			<i>Commission Comments</i>	<i>The public water and sewer connections are existing. The City Utilities Department has no comment at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A.8	Drainage shall be controlled and maintained to not adversely affect other properties;
			<i>Commission Comments</i>	<i>The applicant has utilized swales, catch basins, and drywells as shown on the landscape plans.</i> <i>See comment from streets department located in Table 1. The applicant shall provide a drywell at the southwest corner of the property should one be required. The Public Works Department shall approve the final on-site drainage plan prior to the issuance of a building permit</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A.9	Cuts and fills allowed for roadways shall be minimized; lengths of driveways allowed shall be minimized; all cuts and fills shall be concealed with landscaping, revegetation and/or natural stone materials. Revegetation on hillsides with a clear zone of thirty feet (30') around all structures is recommended. Said clear zone shall include low combustible irrigated vegetation with appropriate species, on file with the Ketchum planning department. Revegetation outside of this clear zone should be harmonious with the surrounding hillsides;
			<i>Commission Comments</i>	Standard: Cuts and fills allowed for roadways shall be minimized; lengths of driveways allowed shall be minimized; all cuts and fills shall be concealed with landscaping, revegetation and/or natural stone materials. Proposed: <i>This standard has been met. See applicant response below:</i> <i>"The repaving of the driveway will not require new cuts or fills. The length of the existing driveway will remain the same. The yard north of the addition will have additional dry stack rock walls to retain the slope and will be revegetated to stabilize the slope and to screen the north side of the building. Disturbance to the east yard as required for construction will be revegetated with material consistent with the adjacent hillside."</i> Standard: <i>Revegetation on hillsides with a clear zone of thirty feet (30') around all structures is recommended. Said clear zone shall include low combustible irrigated vegetation with appropriate species, on file with the Ketchum planning department. Revegetation outside of this clear zone should be harmonious with the surrounding hillsides.</i> Proposed: <i>The applicant states that the revegetation on the hillside will be consistent with the adjacent hillside. The final species selection shall be approved by the City Arborist prior to the issuance of a building permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A.10	Are there other sites on the parcel more suitable for the proposed development in order to carry out the purposes of this section;
			<i>Commission Comments</i>	<i>The applicant has proposed the current location of the addition for the following reasons:</i> <ol style="list-style-type: none">1. <i>Because of vehicular circulation, the location of the existing garage and driveway, and access to the existing front door led the applicant to the proposed location for the addition.</i>2. <i>The connection of the additional bedroom from within at levels two and five of the existing five-level house informed the location of the addition.</i>3. <i>The applicant identified one other possible location for the addition, to the west, which the applicant states does not work for vehicular access from either the north or the east, would not work for the desired horizontal</i>

				<p>connection. The location would also obscure the front entrance of the existing residence and would limit the available snow storage area.</p> <p>Commission Comment As the proposed location of the addition will not have a material visual impact on a significant skyline visible from a public vantage point entering the city or within the city, and nor will it impact a significant rock outcropping, and will minimize the disturbance to native and natural vegetation, the Commission finds that the location selected is suitable. Additionally, should the applicant location identified by the applicant at the west portion of the property may have a more significant impact on the existing tree coverage/vegetation, which reduce the screening from public view.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A.11	<p>Access traversing twenty five percent (25%) or greater slopes does not have significant impact on drainage, snow and earthslide potential and erosion as it relates to the subject property and to adjacent properties;</p> <p>Commission Comments This requirement has been met. Access will not traverse slopes greater than 25%. Access is typically defined as a means of approach. The driveway is existing and the repaving of the driveway will not traverse additional slope. For additional information see comment from the applicant below:</p> <p>“Access will not traverse slopes greater than 25%. The restored yard to the north of the addition, will have a similar slope, as existing, which is greater than 25%, but will be improved with dry stack walls and better water management.”</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A.12	<p>Utilities shall be underground;</p> <p>Commission Comments All existing utilities are underground and no new utilities are proposed.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A.13	<p>Limits of disturbance shall be established on the plans and protected by fencing on the site for the duration of construction;</p> <p>Commission Comments The limits of disturbance are established on the plans and will be protected by fencing on site for the duration of construction. The limits of disturbance are shown on the proposed construction activity plan.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A.14	<p>Excavations, fills and vegetation disturbance on hillsides not associated with the building construction shall be minimized; and</p> <p>Commission Comments This requirement has been met. All proposed excavations, fills and vegetation disturbances on hillsides are associated with construction of the addition and have been minimized. See comment from applicant below:</p> <p>“All of the excavation, fill, and vegetation disturbance will be associated with building construction and drainage to direct the surface and subsurface around the house to drywells and catch basins on the property. OSHA standards will also be met in regards to required layback of excavation to place deep footings.”</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A.15	<p>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.</p> <p>Commission Comments No significant landmarks have been identified on-site.</p>

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 project **does** meet the standards of approval under Chapter 17.104 of Zoning Code Title 17;

5. The City of Ketchum Planning Department provided adequate notice for the review of this application;
6. 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;

DECISION

THEREFORE, the Ketchum Planning and Zoning Commission **approves** this Design Review application this Monday, August 14th, 2017 subject to the following conditions:

1. All departmental conditions as described in Table 1;
2. All staff conditions as described in Tables 2 and 3;
3. This Mountain Overlay 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 Mountain Overlay 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. All building and fire code requirements as dictated by 2012 family of international codes shall apply to all construction on-site; and
5. Final on-site drainage plan shall receive approval from the Public Works Department prior to the issuance of a building permit.

Findings of Fact **adopted** this 11th day of September 2017.

Jeff Lamoureux
Planning and Zoning Commission Chairperson



**City of Ketchum
Planning & Building**

IN RE:)
)
 Hotel Ketchum Coffee Shop)
 Design Review) **KETCHUM PLANNING AND ZONING COMMISSION**
 Date: September 11, 2017) **FINDINGS OF FACT, CONCLUSIONS OF LAW AND**
) **DECISION**
 File Number: #17-084)
BACKGROUND FACTS

PROJECT: Hotel Ketchum Coffee Shop
FILE NUMBER: #17-084
REPRESENTATIVE: Mark de Reus; Local Contact: John Rowland
OWNER: Ketchum & Mustard, LLC; Local Contact: Shannon Allen
REQUEST: Design Review approval for a facility new coffee shop to replace the existing Bellemont Radio Station.
LOCATION: 620 North Main St.
 (Lot 2, S 2' of 3 Block 7)
ZONING: Community Core – Retail Core (CC-A)
OVERLAY: None
NOTICE: Notice was mailed to the adjacent property owners of the subject property and posted in three public City locations on July 31st, 2017.

NOTICE OF CONSIDERATION BEFORE THE PLANNING AND ZONING COMMISSION: SITE VISIT AND REGULAR MEETING

Site Visit Date:	August 14, 2017
Site Visit Time:	5:15PM
Meeting Location:	620 North Main Street, Ketchum, ID (Ketchum Lots 2, S 2' of 3 BLK 7 3,179SF)
Meeting Date:	August 14 2017
Meeting Time:	5:30 PM, or thereafter as the matter can be heard.
Meeting Location:	City Hall Council Chambers, 480 East Avenue North, Ketchum, Idaho
Project Name:	Hotel Ketchum Coffee Shop
Project Location:	620 North Main Street, Ketchum, ID (Ketchum Lots 2, S 2' of 3 BLK 7 3,179SF)
Applicant:	Ketchum & Mustard, LLC

Representative:	De Reus Architects
Application Type:	Design Review
Project Description:	The applicant is proposing to construct a new 1,364 square-foot coffee shop to replace the existing 1,364 square-foot Belmont Radio Station. The property is 0.0729 acres in size and zoned Community Core (CC) Sub-district A, Retail Core.

BACKGROUND

The project was advanced from Pre-Application Design Review to Design Review by the Planning and Zoning Commission on July 10th, 2017. The property is located in the Community Core Retail Subdistrict (CC-A) and the Belmont Radio Station previously occupied the site, which had been noticed as a historic demolition. The building was demolished and the proposed coffee shop will be new construction to occupy the existing foundation. The applicant is Ketchum and Mustard, LLC represented locally by Shannon Allen. The Pre-application Design Review is represented by John Rowland for Mark de Reus Architects. The applicant is proposing to demolish the existing Belmont Radio Station Building to be replaced with a coffee shop. The existing building is a 1,364 square foot-building and the proposed coffee shop will be 1,364 square feet. The proposed coffee shop is intended serve primarily as an accessory amenity to hotel guest, however, the coffee shop will be open to the public.

ANALYSIS

Outstanding action items:

1. To be recorded with the Blaine County Recorder’s office prior to the issuance of a building permit. The applicant has included a preliminary Grant of Easement and Access which will grant a permanent, non-exclusive easement and access to the following amenities on Grantor’s Property:
 - Vehicle Parking (a minimum of eight (8) spaces)
 - Trash Services
 - Shared Utilities
 - Snow Storage
 - Bike Parking
2. An updated parking analysis addressing the projected parking demand per City Code 17.125.070.B.
3. Garbage storage area screening shall be detailed and approved by the Planning and Building Department prior to the issuance of a building permit per City Code 17.96.060. F.7.
4. The water line must be replaced with a tap off the municipal line per Utilities Department comment located in Table 1.

COMPREHENSIVE PLAN ANALYSIS

The proposed new construction of the Hotel Ketchum Coffee Shop is consistent with the uses, goals and policies listed below as specified within the 2014 Comprehensive Plan.

SUPPORTING SECTION	SUMMARY OF COMPLIANCE OF PROPOSED AMENDMENTS WITH THE 2014 COMPREHENSIVE PLAN
Future Land Use	
Commercial Employment	<p>Primary Uses: The Commercial/Employment category predominantly provides a variety of business, service, arts/culture, public, hotel, motel and other types of visitor lodging, residential, office, and hospitality service uses.</p> <p>Secondary Uses: Visitor and neighborhood limited retail. Examples include convenience or boutique retail. Multi-family housing are also considered secondary uses.</p>

	Characteristics and Location: The Commercial/Employment district includes Warm Springs base and is between the downtown and River Run Plaza. The area has good access and business exposure from Main Street and other arterial and collector streets. The intent is to allow for vertical or horizontal mix of uses on sites, including some high-density residential.
Community Design and Neighborhoods	
Policy CD-1.3 Compatible Infill and Redevelopment Projects	Infill and redevelopment projects should be contextually appropriate to the neighborhood and development in which they will occur. Context refers to the natural and manmade features adjoining a development site; it does not imply a certain style.

FINDINGS OF FACT

Table 1: Requirements for All Applications

City Department Comments			
Compliant			
Yes	No	N/A	City Code
			City Standards and Commission Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.040 Complete Application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Police Department: No comment at this time.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances.</p> <p>The monitored fire detection system shall meet NFPA 72 and be monitored by an approved alarm monitoring station. An approved key box shall be installed, with the appropriate keys, for emergency fire department access in a location approved by the fire department.</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 minimum twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times.</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>Spark arresters are required on all solid fuel burning appliance chimneys to reduce potential fires from burning embers.</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, alarm panels, Knox boxes, access doors, egress windows, stairways and any additional fire department requirements. Exact details for color coded "On-Sites" can be found at www.ketchumfire.org.</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 www.ketchumfire.org.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Streets Department: No amenities in the 8' sidewalk. Return rolled curb (driveway apron) to 6" square curb.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Utilities: <ul style="list-style-type: none"> Initially, it was believed that the property was served by the KSW system. During demolition, it was discovered that the old line had been replaced with a tap off the municipal line. The line is not up to standards and must be replaced back to the main. The general contractor, Conrad Brothers, are aware of this. The existing sewer service was protected and may be used for the future building.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parks/Arborist: No Comment.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building: The building must meet 2012 International Building Code.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Planning and Zoning: Comments are denoted throughout the report.

Table 2: Zoning Standards Analysis

Compliance with Zoning Standards																
Compliant			Standards and Commission Comments													
Yes	No	N/A	Guideline	City Standards and <i>Commission Comments</i>												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.040	Minimum Lot Area												
			<i>Commission Comments</i>	Required: 5,500 square feet minimum. Existing: 4,308 square feet existing.												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.124.040	Floor Area Ratios and Community Housing												
			<i>Commission Comments</i>	Permitted in CC Permitted Gross FAR: 1.0 Inclusionary Housing Incentive: 2.25 Lot area: 4,308 square feet <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="3" style="text-align: center;">Total Floor Area</td> </tr> <tr> <td></td> <td style="text-align: center; border-bottom: 1px solid black;"><i>Proposed</i></td> <td style="text-align: center; border-bottom: 1px solid black;"><i>Existing</i></td> </tr> <tr> <td style="border-bottom: 1px solid black;">1st Floor</td> <td style="text-align: center; border-bottom: 1px solid black;">1,364 SF</td> <td style="text-align: center; border-bottom: 1px solid black;">1,364 SF</td> </tr> <tr> <td>Total</td> <td style="text-align: center;">1,364 Gross Floor Area</td> <td style="text-align: center;">1,364 Gross Floor Area</td> </tr> </table> Proposed FAR: 0.32 (1,364 sf/4,308 sf) Existing FAR: 0.32 (1,364 sf/4,308 sf)	Total Floor Area				<i>Proposed</i>	<i>Existing</i>	1 st Floor	1,364 SF	1,364 SF	Total	1,364 Gross Floor Area	1,364 Gross Floor Area
Total Floor Area																
	<i>Proposed</i>	<i>Existing</i>														
1 st Floor	1,364 SF	1,364 SF														
Total	1,364 Gross Floor Area	1,364 Gross Floor Area														
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.040	Minimum Building Setbacks												
			<i>Commission Comments</i>	Minimum: Front: 0' Side: 0' Rear: 0' Proposed: Front: 18'-7.5" (Match existing) Side (South): 13'-3" (Match existing) Side (North): 0' -0" (Match existing) Rear: 19'-9" (Match existing)												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.040	Building Height												
			<i>Commission Comments</i>	Maximum Permitted: 42' Proposed: 19'												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.030.H	Curb Cut												
			<i>Commission Comments</i>	Required: A total of 35% of the linear footage of any street frontage can be devoted to access to off street parking.												

				<p>Proposed: Not proposed. The applicant is proposing to remove the existing curb cut along N. Main Street. Upon the removal of the existing curb cut, three additional on-street parking spaces will be created.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.125.020.A.2 & 17.125.050</p> <p>Parking Spaces</p>	
			<p>Commission Comments</p>	<p><i>Off-street parking standards of this chapter apply to any new development and to any new established uses.</i></p> <p>Required: Restaurant, bars and eating/drinking establishment = 1 space per 100 square feet of assembly area. Assembly Area: 794 SF / 100 SF = 8 (7.9)</p> <p>Proposed: <i>The Commission is requiring a shared parking plan between the Bellemont Hotel and the proposed Hotel Ketchum Coffee Shop. The agreement shall be recorded with the Blaine County Recorder's office prior to the issuance of a Building Permit. The applicant has provided the proposed Grant of Easement located under attachment G.</i></p> <p><i>No on-site parking spaces are proposed for the Hotel Ketchum Coffee Shop. However, the subject property and the Hotel Ketchum Property, which surrounds the subject property on three sides, are held under the same ownership; the proposed coffee shop is being developed in order to provide an accessory amenity to the hotel use. In the recent approval for the Limelight Hotel, parking spaces were required for the primary uses- hotel rooms and residential units - but no parking spaces were required for the accessory food service/bar uses.</i></p> <p>Assessment of proposed parking configuration and parking standards: <i>The proposed coffee shop is intended to primarily serve the hotel guest, and the coffee shop is an amenity of the hotel itself. The Hotel Ketchum has 58 hotel rooms and is required 44 parking spaces. The hotel site currently has 41 parking spaces. The applicant indicates on their site plan that the parking lot will be re-striped to accommodate two (3) additional parking spaces, resulting in 44 parking spaces.</i></p> <p><i>The Boulder Mountain Sub is 53,317 square feet in size. As the property is located in the Community Core, the property is eligible for an on-street parking credit at a ratio of four (4) parking space credits per 5,500 square feet of site area. $53,317 / 5,500 = 9.69$ sections of site area 5,500 square feet in size; therefore, nine (9) sections x four (4) parking space credits = 36 on-street parking spaces credited.</i></p> <p><i>The total capacity for the Hotel Ketchum Hotel's on-site and street parking capacity will be 80 spaces after the parking lot is restriped, which exceeds the parking requirement for the hotel use by 36 parking spaces. When the eight (8) parking spaces are included in the total required parking spaces for the combined uses, the remaining parking spaces available twenty-eight (28) when including the on-street parking credit. Because the proposed coffee shop is held under the same ownership as the hotel, because the coffee shop is being developed as an accessory amenity to the hotel, and because parking spaces in excess of what is required for the hotel use are provided, the Commission finds that the parking requirements for the coffee shop may be met through the shared parking agreement.</i></p> <p><i>The proposed coffee shop and the Hotel Ketchum fall under the same ownership. The project is proposed to share a parking lot with the existing Hotel Ketchum. The applicant is proposing to remove the existing curb and drive aisle on-site and restripe the parking lot to create three (3) additional on-site parking spaces.</i></p>

				<p>See the attached proposed Grant of Easement and Access which indicates that the minimum eight (8) parking spaces required for the retail use of the proposed coffee shop be provided on the Hotel Ketchum parking lot through a permanent, non-exclusive easement agreement.</p> <p>See the letter submitted by Galena Engineering, INC, located in Attachment H, detailing the parking requirements as per City Code. The attached parking analysis does not address how parking demand is addressed. Staff has requested an updated analysis detailing how parking demand is met, which should include an analysis of the parking demand generated by the proposed use. The applicant has indicated that the updated analysis will be provided. Staff recommends that the updated parking demand analysis be submitted to the Planning and Building Department and approved prior to the issuance of the building permit. The analysis shall include the projected parking demand of the proposed coffee shop.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.150	Zoning Matrix
			Commission Comments	<p>17.18.130: Community Core District</p> <p>A. Purpose: The purpose of the CC community core district is to promote a compact and cohesive center of commerce and culture, to promote an attractive and safe pedestrian environment which includes sidewalks, gathering spaces, streetscape amenities and landscaping, to retain the unique small town scale and character and to encourage buildings which respect Ketchum's historical and geographic context while providing diversity. Compatible mixed uses including retail, office, residential and cultural uses are encouraged. Commercial uses are concentrated in the CC district which is consistent with the city's comprehensive plan and the downtown master plan.</p>

Table 3: Design Review Standards for all projects

Design Review Requirements				
IMPROVEMENTS AND STANDARDS: 17.96.060				
Improvements and standards for all projects listed in subsection 17.96.010A of this chapter:				
Yes	No	N/A	City Code	City Standards and Commission Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(A)(1) Streets	<p>The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.</p> <p><i>The property is served by a public roadway. This standard has been met.</i></p>
			Commission Comments	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(A)(2) Streets	<p>All street designs shall be approved by the City Engineer.</p> <p><i>The site is served by an existing street. The applicant is aware of this requirement and the final street design shall be approved by the City Engineer prior to the issuance of a building permit.</i></p>
			Commission Comments	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(B)(1)	<p>All projects under 17.96.010(A) that qualify as a "Substantial Improvement" shall install sidewalks as required by the Public Works Department.</p> <p><i>The project qualifies as a substantial improvement and shall install sidewalks as required by the Public Works Department. The applicant is proposing a new concrete sidewalk, curb and gutter at the front of the property along N. Main St. The sidewalk curb and gutter are proposed to match existing. The final design shall receive approval from the Idaho Transportation Department and the City of Ketchum Public Works Department prior to the issuance of a building permit.</i></p> <p><i>17.08 Substantial Improvement: Includes the following:</i></p> <p><i>A. Any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds fifty percent (50%) of the market value of the structure over a three (3) year time frame either:</i></p> <p><i>1. Before the improvement or repair is started; or</i></p> <p><i>2. If the structure has been damaged and is being restored, before the damage occurred. For the purpose of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure.</i></p>
			Commission Comments	

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060 (B)(2)c	Sidewalk width shall conform to the City's right-of-way standards, however the City Engineer may reduce or increase the sidewalk width and design standard requirements at their discretion.
			<i>Commission Comments</i>	<i>The proposed sidewalk width conforms to the City right of way standards.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060 (B)(3)	Sidewalks may be waived if one of the following criteria is met: a. The project comprises an addition of less than 250 square feet of conditioned space. b. The City Engineer finds that sidewalks are not necessary because of existing geographic limitations, pedestrian traffic on the street does not warrant a sidewalk, or if a sidewalk would not be beneficial to the general welfare and safety of the public.
			<i>Commission Comments</i>	<i>N/A.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060 (B)(4)	The length of sidewalk improvements constructed shall be equal to the length of the subject property line(s) adjacent to any public street or private street.
			<i>Commission Comments</i>	<i>The proposed sidewalks will be constructed equal to the length of the subject property line adjacent to N. Main St.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060 (B)(5)	New sidewalks shall be planned to provide pedestrian connections to any existing or future sidewalks adjacent to the site. In addition, sidewalks shall be constructed to provide safe pedestrian access to and around a building.
			<i>Commission Comments</i>	<i>New concrete sidewalks adjacent to N. Main St. are proposed which will provide pedestrian connections to the existing sidewalk. The final sidewalk design shall receive approval from the City of Ketchum Public Works Department and Idaho Transportation Department prior to the issuance of a Building Permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060 (B)(6)	The City may approve and accept voluntary cash contributions in-lieu of the above described improvements, which contributions must be segregated by the City and not used for any purpose other than the provision of these improvements. The contribution amount shall be one hundred ten percent (110%) of the estimated costs of concrete sidewalk and drainage improvements provided by a qualified contractor, plus associated engineering costs, as approved by the City Engineer. Any approved in-lieu contribution shall be paid before the City issues a certificate of occupancy.
			<i>Commission Comments</i>	<i>A contribution in-lieu for this project is not recommended.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(1)	All storm water shall be retained on site.
			<i>Commission Comments</i>	<i>All storm water will be retained on site. The applicant shall receive final approval from the Public Works Department on the proposed site grading and drainage plan prior to the issuance of a Building Permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(2)	Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.
			<i>Commission Comments</i>	<i>The proposed drainage improvements are equal to the length of the subject property lines adjacent to N. Main St. All drainage improvements shall require approval from the Public Works Department prior to the issuance of a building permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(3)	The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.
			<i>Commission Comments</i>	<i>Additional drainage improvements are not recommended at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(4)	Drainage facilities shall be constructed per City standards.
			<i>Commission Comments</i>	<i>The Public Works Department has reviewed the drainage facilities and has no concerns at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(D)(1)	All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.
			<i>Commission Comments</i>	<i>The applicant is aware of this requirement and the plans show all applicable utility locations.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(D)(2)	Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.

			<i>Commission Comments</i>	<i>The applicant is aware of this requirement. All existing utilities are located underground and all new utilities will be located underground. The City of Ketchum Utilities Department has stated that the site is not served by the KSW system and it was discovered that the old line had been replaced with a tap off the municipal line. The current line does not comply with City standards and must be replaced back to the main. The applicant is aware of this and will comply with this standard prior to the issuance of a building permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(D)(3)	When extension of utilities is necessary all developers will be required to pay for and install two (2") inch SDR11 fiber optical conduit. The placement and construction of the fiber optical conduit shall be done in accordance with city of Ketchum standards and at the discretion of the City Engineer.
			<i>Commission 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)	The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.
			<i>Commission Comments</i>	<i>The property is zoned Community Core Retail Core subdistrict (CC-A). The proposed materials and colors will be complementary with the townscape, surrounding neighborhood and the adjoining Hotel Ketchum, currently under remodel. The Hotel Ketchum adjoins the proposed coffee shop, which is primarily intended to serve the guest of the existing hotel. The proposed materials of the Hotel Ketchum Coffee Shop are in lighter tones and will serve to complement the Hotel Ketchum.</i> <i>The applicant is proposing a light gray hand troweled exterior plaster wall to be accented by a combination of black aluminum clad wood doors and windows, blackened steel window surround, planters and detailing, and red painted steel windows and doors surround.</i> <i>The applicant has included a master signage plan. The proposed signage is complementary with the townscape, surrounding neighborhoods and adjoining structures.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(E)(2)	Preservation of significant landmarks shall be encouraged and protected, where applicable. A significant landmark is one which gives historical and/or cultural importance to the neighborhood and/or community.
			<i>Commission Comments</i>	<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"/>	17.96.060(E)(3)	Additions to existing buildings, built prior to 1940, shall be complementary in design and use similar material and finishes of the building being added to.
			<i>Commission Comments</i>	<i>The Bellemont Radio Station occupied the site at the time of Pre-Application Design Review for the Hotel Ketchum Coffee Shop and was noticed for demolition per chapter 15.16.040 Historic Demolition. The building was demolished and the proposed coffee shop will be new construction to occupy the existing foundation.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(1)	Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.
			<i>Commission Comments</i>	<i>The proposed building and site layout provide unobstructed pedestrian accesses to the proposed sidewalk adjacent to N. Main St and the entryway is clearly defined.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(2)	The building character shall be clearly defined by use of architectural features.
			<i>Commission Comments</i>	<i>The proposed Hotel Ketchum Coffee Shop will be placed on the same foundation as the existing Bellemont Radio Station. The Coffee shop is single story and is clearly defined by the use of architectural features. The building will have a ballasted membrane flat roof system. The design includes the use of a slight overhang of the entrance from N. Main St. and a portion of the building extends towards the proposed terrace at the front of the building. The applicant also proposes planters underneath the windows at the front of the building. The combination of these design element provide depth to the structure and create an inviting atmosphere for pedestrian traffic and patrons of the coffee shop.</i>

				<p>The north portion of the coffee shop does not include windows and is left blank, with the exception of the gas fire place which extends to the property line. This side of the building includes landscaping to complement the north façade.</p> <p>The south facing façade includes a small overhang to provide shelter for pedestrian access at the side of the building. The applicant has utilized a vertical window and a side entrance, clad in the blackened steel, red painted steel and black aluminum, to break up the appearance of bulk at the south facing façade.</p> <p>The east façade serves as rear of the building will provide access for employees of the coffee shop. The elevation contains an entry way for employees and a roof overhang to break up the massing of the façade.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(3)	<p>There shall be continuity of materials, colors and signing within the project.</p> <p><i>Commission Comments</i> The proposed materials provide a continuity of materials and colors for the project. The applicant is proposing hand troweled light-gray exterior plaster on all exterior walls. Blackened Steel is shown at the planters and window surround providing complement to light-gray plaster. Additionally, red painted steel window and door surround is shown at the front and south entrance of the proposed coffee shop, providing complement to the proposed black aluminum clad wood doors and windows.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(4)	<p>Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.</p> <p><i>Commission Comments</i> The proposed landscape features within the project complement the principal building and utilize the blackened steel window surround, planters and detailing.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(5)	<p>Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.</p> <p><i>Commission Comments</i> The proposed building walls provide undulation/relief which will reduce the appearance of bulk and flatness. See comment in in section 17.96060.F.2 for further description.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(6)	<p>Building(s) shall orient towards their primary street frontage.</p> <p><i>Commission Comments</i> The proposed Coffee Shop orients towards N Main St. which is the primary street frontage for the property.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(7)	<p>Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.</p> <p><i>Commission Comments</i> The proposed garbage storage area is located in a shared location at the northeast corner of the Hotel Ketchum property. The location is existing and shall be screened from public view. The applicant has indicated that the garbage storage area will be screened from public view. The applicant shall submit materials for the proposed screening to be approved by the Planning and Building department prior to the issuance of a building permit.</p> <p>See the attached proposed Grant of Easement and Access which indicates that the garbage storage area for the proposed coffee shop be provided on the Hotel Ketchum parking lot through a permanent, non-exclusive easement agreement.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(8)	<p>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.</p> <p><i>Commission Comments</i> The applicant is proposing a flat roof system. The building design includes weather protection at the front entrance along N. Main St. by utilizing the proposed roof overhang. An awning is proposed at the south entrance at the side property line and the overhang is utilized at the rear of the property.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(G)(1)	<p>Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.</p> <p><i>Commission Comments</i> Pedestrian and bicycle access is located from the sidewalk along N. Main St and along the rear and side of the property, connecting the property to the parking at the rear.</p>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(G)(2)	Awnings extending over public sidewalks shall extend five (5') feet or more across the public sidewalk but shall not extend within two (2') feet of parking or travel lanes within the right of way.
			<i>Commission Comments</i>	<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"/>	17.96.060(G)(3)	Traffic shall flow safely within the project and onto adjacent streets. Traffic includes vehicle, bicycle, pedestrian and equestrian use. Consideration shall be given to adequate sight distances and proper signage.
			<i>Commission Comments</i>	<i>Bicycle and pedestrian traffic will flow safely onto the sidewalk adjacent to N. Main St. Adequate sight distances have been provided.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(G)(4)	Curbs cuts and driveway entrances shall be no closer than twenty (20') feet to the nearest intersection of two or more streets, as measured along the property line adjacent to the right of way. Due to site conditions or current/projected traffic levels or speed, the City Engineer may increase the minimum distance requirements.
			<i>Commission Comments</i>	<i>Curbs cuts and driveway entrances are not proposed. The applicant is proposing to remove the existing curb cut at the front of the property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(G)(5)	Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.
			<i>Commission Comments</i>	<i>Emergency and service vehicles can access the site from the west side of the property along N. Main St. or from the rear of the property from the parking lot of the Bellemont Hotel, providing unobstructed access for emergency vehicles, snowplows, and garbage trucks.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(H)(1)	Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.
			<i>Commission Comments</i>	<i>The plans show snow storage at the south east corner of the shared parking lot. The applicant has stated that the designated snow storage areas are for temporary snow storage. Snow will be removed from the designated snow storage locations throughout the winter months.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(H)(2)	Snow storage areas shall be provided on site.
			<i>Commission Comments</i>	<i>Snow storage for the coffee shop is shown on three parking spaces located on the Hotel Ketchum parking lot, at the southeast portion of the lot. The applicant states that the three designated parking spaces will serve as temporary snow storage and that snow will be hauled from the proposed temporary snow storage location.</i> <i>See the attached proposed Grant of Easement and Access which indicates that the snow storage for the proposed coffee shop be provided on the Hotel Ketchum parking lot through a permanent, non-exclusive easement agreement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(H)(3)	A designated snow storage area shall not have any dimension less than five (5') feet and shall be a minimum of twenty five (25) square feet.
			<i>Commission Comments</i>	<i>The proposed snow storage area satisfies this requirement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(H)(4)	In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.
			<i>Commission Comments</i>	<i>See comment in section 17.96.060. H.2.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(1)	Landscaping is required for all projects.
			<i>Commission Comments</i>	<i>The applicant has proposed landscaping.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(2)	Landscape materials and vegetation types specified shall be readily adaptable to a site's microclimate, soil conditions, orientation and aspect, and shall serve to enhance and complement the neighborhood and townscape.
			<i>Commission Comments</i>	<i>The proposed landscaping satisfies this requirement and serves to enhance and complement the neighborhood and townscape.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(3)	All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.
			<i>Commission Comments</i>	<i>The proposed landscaping shall be drought tolerant. The City Arborist has reviewed the proposed landscaping and has no concerns at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(4)	Landscaping shall provide a substantial buffer between land uses, including, but not limited to, structures, streets and parking lots. The development of landscaped public courtyards, including trees and shrubs where appropriate, shall be encouraged.
			<i>Commission Comments</i>	<i>The proposed landscaping will provide a substantial buffer between the proposed coffee shop and traffic along N. Main St.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(J)(1)	Where sidewalks are required, pedestrian amenities shall be installed. Amenities may include, but are not limited to, benches and other seating, kiosks, bus shelters, trash receptacles, restrooms, fountains, art, etc. All public amenities shall receive approval from the Public Works Department prior to design review approval from the Commission.
			<i>Commission Comments</i>	<i>Sidewalks are required for the project, however, due to maintenance concerns of the sidewalk at the front of the property, the Public Works Department does not approve pedestrian amenities within the right of way. Should the commission find that the applicant shall provide additional amenities, staff recommends that they be located on the subject property.</i>

Table 4: Design Review Standards for Community Core Projects

IMPROVEMENTS AND STANDARDS: 17.96.070 - Community Core (CC) Projects				
In addition to the requirements of section 17.96.060 of this chapter, unless otherwise specified, the standards of this section apply to projects in the Community Core district. The purpose of this section is to ensure the addition of high quality architecture for new development, while maintaining the unique character of existing building stock found in the Community Core.				
Yes	No	N/A	City Code	City Standards and Commission Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 A(1)	Street trees, street lights, street furnishings, and all other street improvements shall be installed or constructed as determined by the Public Works Department.
			<i>Commission Comments</i>	<i>Street trees, street lights, street furnishings have not been proposed. See comment under section 17.96.060.J.1 regarding pedestrian amenities within the right-of-way. The applicant is proposing to remove the existing curb cut to be replaced with sidewalk, curb and gutter at the front of the property. Additionally, the removal of the curb cut will create approximately three (3) on-street parking spaces.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070(A)(2) Streets	Street trees with a minimum caliper size of three (3") inches, shall be placed in tree grates.
			<i>Commission Comments</i>	<i>N/A. Street trees are not proposed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(A)(3)	Due to site constraints, the requirements of this subsection 17.96.070.A may be modified by the Public Works Department.
			<i>Commission Comments</i>	<i>See comment from the Public Works Department.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(1)	Facades facing a street or alley or located more than five (5') feet from an interior side property line shall be designed with both solid surfaces and window openings to avoid the creation of blank walls and employ similar architectural elements, materials, and colors as the front façade.
			<i>Commission Comments</i>	<i>The south, east and west facing facades have been designed to include both solid surfaces and window openings intended to avoid the creation of blank walls. The north facing façade is not located more than five (5') feet from the interior side property line, however, this façade employs similar architectural elements, materials, and colors as the front façade. See comment in Table 3, section 17.96.060(F) (2) for further detail.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(2)	For nonresidential portions of buildings, front building facades and facades fronting a pedestrian walkway shall be designed with ground floor storefront windows and doors with clear transparent glass. Landscaping planters shall be incorporated into facades fronting pedestrian walkways.

			<i>Commission Comments</i>	<i>Ground floor storefront windows and doors with clear transparent glass are proposed at the front of the proposed coffee shop. Landscaping planters have been incorporated into the façade front the pedestrian walkway along N. Main St.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(3)	For nonresidential portions of buildings, front facades shall be designed to not obscure views into windows.
			<i>Commission Comments</i>	<i>The front facing façade is designed to not obscure views into the windows of the coffee shop.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(4)	Roofing forms and materials shall be compatible with the overall style and character of the structure. Reflective materials are prohibited.
			<i>Commission Comments</i>	<i>The applicant is proposing to utilize a flat top roof which is compatible with the overall style and character of the structure itself, as well as the surrounding structures. Reflective materials are not proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070 (B)(5)	All pitched roofs shall be designed to sufficiently hold all snow with snow clips, gutters, and downspouts.
			<i>Commission Comments</i>	<i>N/A. The applicant is proposing a flat top roof.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(6)	Roof overhangs shall not extend more than three (3') feet over a public sidewalk. Roof overhangs that extend over the public sidewalk shall be approved by the Public Works Department.
			<i>Commission Comments</i>	<i>Roof overhangs are not proposed to extend over the public sidewalk.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070 (B)(7)	Front porches and stoops shall not be enclosed on the ground floor by permanent or temporary walls, windows, window screens, or plastic or fabric materials.
			<i>Commission Comments</i>	<i>Front porches and stoop areas are not proposed. The proposed outdoor seating area on located at the front of the property shall not be enclosed by permanent or temporary walls, windows, window screens, or plastic/fabric materials.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(C)(1)	Trash disposal areas and shipping and receiving areas shall be located within parking garages or to the rear of buildings. Trash disposal areas shall not be located within the public right of way and shall be screened from public views.
			<i>Commission Comments</i>	<i>The trash disposal area is shown to be shared with the Hotel Ketchum and located on Lot 1 of the Boulder Mountain Village Sub. The proposed location is not located within the public right of way and the applicant has indicated that the trash disposal area will be screened from public view. The applicant shall submit materials for the proposed screening to be approved by the Planning and Building department prior to the issuance of a building permit.</i> <i>See the attached proposed Grant of Easement and Access which indicates that the garbage storage/trash disposal for the proposed coffee shop be provided on the Hotel Ketchum parking lot through a permanent, non-exclusive easement agreement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(C)(2)	Roof and ground mounted mechanical and electrical equipment shall be fully screened from public view. Screening shall be compatible with the overall building design.
			<i>Commission Comments</i>	<i>Roof and ground mounted mechanical/electrical equipment is not proposed. Screening shall be provided should any roof and/or ground mounted mechanical/electrical equipment be provided in the future.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(D)(1)	When a healthy and mature tree is removed from a site, it shall be replaced with a new tree. Replacement trees may occur on or off site.
			<i>Commission Comments</i>	<i>The applicant is proposing to locate three (3) medium sized trees on the site. Two additional Multi-Stem Quaking Aspen are proposed on the adjacent property to the north.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(D)(2)	Trees that are placed within a courtyard, plaza, or pedestrian walkway shall be placed within tree wells that are covered by tree grates.
			<i>Commission Comments</i>	<i>The applicant is proposing one (1) Quaking Aspen and two (2) Multi-Stem Quaking Aspen located on the subject property within along the street side terrace and walkway surrounding the proposed structure. As the Quaking Aspen at the south most property line is located within a pedestrian walkway accessing the site the applicant shall place the Quaking Aspen within tree wells that are covered by tree grates. The</i>

				<i>applicant has indicated that this standard will be met. The remainder are not considered to be located within a courtyard, plaza or pedestrian walkway.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070(D)(3)	The city arborist shall approve all parking lot and replacement trees.
			<i>Commission Comments</i>	<i>N/A. Parking lot and replacement trees are not proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070(E)(1)	Surface parking lots shall be accessed from off the alley and shall be fully screened from the street.
			<i>Commission Comments</i>	<i>N/A.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070(E)(2)	Surface parking lots shall incorporate at least one (1) tree and one (1) additional tree per ten (10) onsite parking spaces. Trees shall be planted in landscaped planters, tree wells and/or diamond shaped planter boxes located between parking rows. Planter boxes shall be designed so as not to impair vision or site distance of the traveling public.
			<i>Commission Comments</i>	<i>N/A.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.070(E)(3)	Ground cover, low lying shrubs, and trees shall be planted within the planters and planter boxes. Tree grates or landscaping may be used in tree wells located within pedestrian walkways.
			<i>Commission Comments</i>	<i>N/A. This standard is applicable to surface parking lots which are not proposed on the subject property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(F)(1)	One (1) bicycle rack, able to accommodate at least two (2) bicycles, shall be provided for every four (4) parking spaces as required by the proposed use. At a minimum, one (1) bicycle rack shall be required per development.
			<i>Commission Comments</i>	<i>The project requires eight (8) parking spaces. The total number of bike racks required are two (2) able to accommodate a total of four (4) bike. The applicant proposes two (2) bicycle racks, able to accommodate four (4) bikes, on the Hotel Ketchum property to the north of the pedestrian gathering area at the front of the proposed coffee shop.</i> <i>See the attached proposed Grant of Easement and Access which indicates that the bicycle rack for the proposed coffee shop be provided on the Hotel Ketchum parking lot through a permanent, non-exclusive easement agreement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(F)(2)	When the calculation of the required number of bicycle racks called for in this section results in a fractional number, a fraction equal to or greater than one-half (1/2) shall be adjusted to the next highest whole number.
			<i>Commission Comments</i>	<i>See above.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.070(F)(3)	Bicycle racks shall be clearly visible from the building entrance they serve and not mounted less than fifty (50') feet from said entrance or as close as the nearest non-ADA parking space, whichever is closest. Bicycle racks shall be located to achieve unobstructed access from the public right-of-way and not in areas requiring access via stairways or other major obstacles.
			<i>Commission Comments</i>	<i>The proposed bicycle rack location is clearly visible from the building entrance and will not be mounted less than fifty (50') feet from the entrance. The bicycle rack location is such that it will not obstruct access to the public right-of-way and is not located in areas requiring access via stairways or other major obstacles.</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 project **does** meet the standards of approval under Chapter 17.96 of Zoning Code Title 17;
5. The City of Ketchum Planning Department provided adequate notice for the review of this application;
6. 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;

DECISION

THEREFORE, the Ketchum Planning and Zoning Commission **approves** this Design Review application this Monday, August 14th, 2017 subject to the following conditions:

1. All departmental conditions as described in Table 1;
2. All conditions as described in Tables 2 and 3;
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. All building and fire code requirements as dictated by 2012 family of international codes shall apply to all construction onsite;
5. 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;
6. All Design Review elements shall be completed prior to final inspection/occupancy;
7. Any work in the right-of-way will require a right-of-way encroachment permit, reviewed and approved by the City before installation;
8. The applicant has provided an updated parking analysis addressing the projected parking demand per City Code 17.125.070.B. Per the parking analysis provided by Galena Engineering. INC., the combined uses on-site will generate a low parking demand of 62 parking spaces and a high of 81 parking spaces. The project has a total parking capacity of 80 parking spaces, which includes both on-site parking and on street parking credits. The applicant shall identify a suitable parking solution to address the one (1) parking space during peak demand hours, to be approved by the Administrator prior to the issuance of a building permit;
9. Garbage storage area screening shall be including in building permit submittal for approval by the Planning and Building Department prior to the issuance of a building permit per City Code 17.96.060.F.7;
10. Per Utilities Department Comment the water line must be replaced back to the main per Utilities Department comment located in Table 1;

11. All work within the right-of-way shall receive approval from the City of Ketchum Public Works Department and the Idaho Transportation Department prior to the issuance of a building permit.

12. Prior to the issuance of a building permit, the applicant shall record the Grant of Easement and Access with the Blaine County Recorder's Office which will grant a permanent, non-exclusive easement and access to the following amenities on Grantor's Property: Vehicle Parking (a minimum of eight (8) spaces); Trash Services; Shared Utilities; Snow Storage; and Bike Parking.

Findings of Fact **adopted** this 11th day of September 2017.

Jeff Lamoureux
Planning and Zoning Commission Chairperson



City of Ketchum
Planning & Building

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
REGULAR MEETING OF SEPTEMBER 11, 2017

PROJECT: Peter Residence

FILE NUMBER: #17-099

OWNERS: Pete P. Peter

REPRESENTATIVE: Craig Maxwell, P.E., Maxwell Structural Design Studio

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

LOCATION: 124 Sage Road (Lot 7, Block 3, Warm Springs Village 4th Addition, 31,363 SF)

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

OVERLAY: Mountain Overlay Design Review and Avalanche Overlay Zone

NOTICE: Notice was mailed to adjacent property owners of the subject property and posted in three public City locations on Tuesday, August 29st, 2017.

REVIEWER: Carl Anderson, Associate Planner

RECOMMENDATION: Staff recommends approval of the Mountain Overlay Design Review application to Mountain Overlay Design Review, finding the application meets all applicable zoning and design review standards.

ATTACHMENTS:

- A. Table 1: Comprehensive Plan Analysis
- B. Table 2: City Department Comments
- C. Table 3: Zoning Standards Analysis
- D. Table 4: Mountain Overlay Design Review Standards
- E. Application
- F. Mountain Overlay Design Review plan set, dated August 23, 2017

BACKGROUND

The project was advanced from Pre-Application Mountain Overlay Design Review to Mountain Overlay Design Review by the Planning and Zoning Commission on August 14th, 2017. The applicant is proposing to construct a new single-family residence in the Mountain Overlay Design Review and Avalanche overlay zoning districts. The lot is currently vacant but is bordered by development on its east and west sides. The lot is located on the north side of Sage Road; all lots on the north side of Sage Road are characterized by having several hundred feet of lot depth and significant gain in elevation from the lot front to the lot rear.

STAFF ANALYSIS

Building in the Avalanche overlay zoning district does not require approval from the Planning and Zoning Commission; rather, building in the Avalanche zone requires that construction plans be signed by an engineer licensed in Idaho to certify that the proposed construction as designed will withstand the avalanches set forth in the avalanche studies on file with the city. The application is for Design Review of Mountain Overlay Design Review standards. The project was advanced to Mountain Overlay Design Review from Pre-Application Mountain Overlay Design Review on August 14th, 2017.

There are no outstanding action items for the Mountain Overlay Design Review at this time. Two outstanding action items were identified during Pre-Application Mountain Overlay Design Review. The applicant has addressed each item copied below:

1. **17.104.070(A)3:** City standards require a driveway slope of 5% and the applicant is proposing a slope of 3.75% due to the topography on the site and relatively short length of driveway. The applicant will work with the Streets Department to reach a resolution on the driveway slope prior to the full Mountain Overlay Design Review.
 - a. **Update September 11, 2017:** The applicant has coordinated with the Public Works Department to reach a resolution on the driveway.
2. **17.104.070(A)9:** A description of proposed landscaping/revegetation or a landscaping plan are necessary in order to verify all requirements in standard 17.104.070(A)9 will be met.
 - a. **Update September 11, 2017:** The applicant has provided a description of the proposed landscaping/revegetation. The proposed landscaping has been reviewed by the City Arborist and Staff has no concerns.

MOUNTAIN OVERLAY

The purpose of the Mountain Overlay zoning district is to protect the public health, safety and welfare of inhabitants of hillside areas; to encourage land uses harmonious with existing natural resources; to prohibit detrimental alteration of existing topography and terrain, leaving hillsides generally open and unobstructed, to prohibit scarring by roadways; to protect natural land features and wildlife habitat; to minimize or prohibit alteration of hilltops, rock outcrops, knolls and ridges; to facilitate adequate provision of public services and facilities through standards appropriate to local conditions; to minimize or prohibit detrimental effects on the natural topography, geology, soils, drainage, wildlife and vegetation; to carry out provisions contained in Ketchum's comprehensive plan; to minimize the visual impact of building sites and access drives that are significantly higher than the vast majority of buildings sites in Ketchum; to protect hillsides in Ketchum which are physically and topographically unique due to their present lack of access roads and thus their lack of development; to direct building away from the higher elevations; and to assure the property owner is not deprived of economically viable use of his/her property.

The following restrictions are imposed upon construction, development and use of all real property within the mountain overlay zoning district. Each of the following activities shall be subject to design review and shall require approval under the regulations contained in chapter 17.96 of this title prior to issuance of a building permit, excavation/grading permit or commencement of any work associated with any such activity:

- A. Construction or placement of buildings or structures, including additions to any such structures or buildings existing at the effective date hereof, upon real property within the mountain overlay zoning district.
- B. Other excavation of materials, grading and filling for any purpose not associated with construction of buildings and structures described in subsection A of this section; and/or
- C. Any activity regulated by Ketchum street standards chapter 12.04 of this code. Included therein are standards for private driveways.

COMMISSION OPTIONS

1. **Denial of the Application:** “Motion to deny the application from the owner Pete Peter for the Mountain Overlay Design Review application 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 Pete Peter for the Mountain Overlay Design Review application, 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 Pete Peter to a date certain of [insert date of meeting].”

RECOMMENDED CONDITIONS

Ketchum City Engineer, Streets, Utilities, Fire, Planning and Building Department requirements shall be met, including:

1. All governing ordinances pertinent to the Fire Department, Building Department, Utilities Department, Street Department and Ketchum City Engineer shall be met prior to Certificate of Occupancy;
2. Design review approval shall expire one (1) year from the date of the signature of the findings of fact, conclusions of law & decision, unless an extension is requested and granted per Chapter 17.96, Ketchum Municipal Code;
3. Design review elements shall be completed prior to final inspection/occupancy;
4. This Design Review approval is based on the plans and information presented and approved at the meeting on the date noted herein. The applicant shall submit a final revised plan for the official Planning Division files. Building Permit plans must conform to the approved mountain overlay design review plans unless otherwise approved in writing by the Commission or Planning Department. Any building or site discrepancies which do not conform to the approved plans will be subject to removal;
5. Construction fencing at the limits of disturbance shall be located on the site as approved by the Planning Department prior to any excavation or earthwork;
6. A final drainage/grading plan for the subject property and the city right of way shall be submitted to the Planning Division for review and approval by the Planning Department, Streets Department, and City Engineer prior to the issuance of a building permit. Such plan shall be designed and stamped by a licensed civil engineer;
7. As the property is located within the Avalanche Zone, the project shall comply with all applicable standards located in Chapter 17.92 Avalanche Zone District prior to the issuance of a building permit.
8. Any work in the right-of-way will require a right-of-way encroachment permit, reviewed and approved by the City before installation; and
9. All exterior lighting must comply with City Code, Chapter 17.132 Dark Skies.

Table 1: Comprehensive Plan Analysis

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

Table 2: City Department Comments

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"/>		<p>Police Department: No comment at this time.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<p>Fire Department: 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.</p> <p>The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances.</p> <p>IF a monitored fire detection system exists or is installed, it shall meet NFPA 72 and be monitored by an approved alarm monitoring station. An approved key box shall be installed, with the appropriate keys, for emergency fire department access in a location approved by the fire department.</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</p>

			<p>access to any building. A minimum twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times.</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>Spark arresters are required on all solid fuel burning appliance chimneys to reduce potential fires from burning embers.</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 www.ketchumfire.org.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Streets Department: ROW improvements need to meet or exceed standards. A minimum size drain pipe in the ROW is 12", minimum slope in R/M shoulder is 5%. Staff has met with the applicant and has approved a minimum slope of no less than 3% for the project.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Utilities: Applicant shall bring water stub to the subject property.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Parks/Arborist: No Comment.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Building: The building must meet 2012 International Building Code.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Planning and Zoning: Comments are denoted throughout the staff report.</p>

Table 3: Zoning Standards Analysis

Compliance with Zoning Standards				
Compliant			Standards and Staff Comments	
Yes	No	N/A	Regulation	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.12.030 <i>Staff Comments</i></p>	<p>Building Lot Coverage: <u>Maximum Allowed Building Lot Coverage:</u> 35% <u>Proposed Building Lot Coverage:</u> The applicant is proposing 2,726 square feet of building coverage on a 31,250-square foot lot, with a proposed building coverage of 8.7%</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.12.0030 <i>Staff Comment</i></p>	<p>Building Height <u>Maximum Allowed Building Height:</u> 35 feet <u>Proposed Building Height:</u> 32'-3"</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>17.12.030 <i>Staff Comments</i></p>	<p>Building Height & Setbacks <u>Minimum Allowed Building Setbacks:</u> Front: 15 feet Side: One (1) foot for every three (3') feet in building height, or 5', whichever is greater; for this project, the proposed building is 32'-3" in height, which would require a 10'-9" side setback. Rear: One (1) foot for every three (3') in building height, or 15', whichever is greater. <u>Proposed Building Setbacks:</u> Front: 20' Rear: 160' East Side: 14'-9" West Side: 14' - 10"</p>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.030. H	Street Frontage
			Staff Comments	<p>Maximum curb cut allowed: A maximum of thirty five percent (35%) of the linear footage of any street frontage can be devoted to access off street parking.</p> <p>Proposed: The lot is 104.59' in width. The applicant is proposing one driveway 30' in width, equal to 29% of the total street frontage.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.050	Parking Spaces
			Staff Comments	<p>Required: Dwelling, one-family: 1.5 spaces per dwelling unit</p> <p>Proposed: The applicant is proposing a two (2) car garage. One (1) additional parking spaces are proposed for the driveway.</p>

Table 4: Mountain Overlay Design Review Standards

Mountain Overlay Design Review Standards				
EVALUATION STANDARDS: 17.107. 070.A				
Compliant			Standards and Staff Comments	
Yes	No	N/A	Reference	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104 MOUNTAIN OVERLAY	Complete Application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070.A.1	<p>There is no building on ridges or knolls which would have a material visual impact on a significant skyline visible from a public vantage point entering the City or within the City. Material, as the term is used herein, shall be construed in light of the magnitude of the negative impact on the objectives of this Ordinance.</p>
			Staff Comments	<p><i>There are no ridges or knolls identified on the subject parcel; the ridge line is located beyond the extent of the property boundary.</i></p> <p><i>This property is not located adjacent to an identified or protected view corridor. Nearly all of Sage Road is screened from view from the Warm Springs Road corridor by vegetation planted on the properties fronting Warm Springs Road and properties on the south side of Sage Road.</i></p> <p><i>Additionally, because the applicant's proposing to build at the lowest elevation point on the site there is no risk of visual impact on the skyline.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070. A.2	<p>Building, excavating, filling and vegetation disturbance on hillsides which would have a material visual impact visible from a public vantage point entering the City or within the City is minimized. Material, as the term is used herein, shall be construed in light of the magnitude of the negative impact on the objectives of this Ordinance.</p>
			Staff Comments	<p><i>Building, excavation, filling and vegetation disturbance will not have a material visual impact visible from a point within the city due to the proposed building site and limits of disturbance being located at the lower elevation portion of the site. Other than the proposed building site and limit of disturbance, the project will retain its existing grade and vegetation.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070. A.3	<p>Driveway standards as well as other applicable standards contained in Street Standards Chapter 12.04 are met.</p>
			Staff Comments	<p><i>The city standards require a driveway slope of 5% and the applicant is proposing a slope of 3% for eight (8') from the edge of asphalt due to the topography on the site and relatively short length of driveway. The applicant has coordinated with the Streets Department on the proposed driveway slope. The Streets department has approved a driveway slope of no less than 3% due to site constraints. See comment from Ketchum Streets Department located in</i></p>

				<i>table 2.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070. A.4	All development shall have access for fire and other emergency vehicles to within one hundred fifty feet (150') of the furthest exterior wall of any building.
			<i>Staff Comments</i>	<i>The Fire Department has reviewed the proposed design and has found that all access requirements for emergency vehicles has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070. A.5	Significant rock outcroppings are not disturbed.
			<i>Staff Comments</i>	<i>No rock outcroppings have been identified on the subject property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070. A.6	International Building Code (IBC) and International Fire Code (IFC) and Ketchum Fire Department requirements shall be met.
			<i>Staff Comments</i>	<i>The applicant is aware of all building code requirements and indicates that this project will be compliant with all International Building Code 2012 and the Ketchum Fire Department requirements. All IBC, IFC and Ketchum Fire Department requirements shall be verified and met prior to the issuance of a building permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070. A.7	Public water and sewer service comply with the requirements of the City.
			<i>Staff Comments</i>	<i>Requirements for public water and service connection will be verified prior to issuance of a building permit. The City Utilities Department has indicated that the applicant shall bring the water stub to the subject property. The applicant is aware of this requirement and indicates that the water stub will be brought to the subject property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070. A.8	Drainage is controlled and maintained to not adversely affect other properties.
			<i>Staff Comments</i>	<i>The applicant proposes an interceptor trench drain uphill from the proposed residence and two drywells and two catch basins to be sized and designed to meet city standards per Steve Butler, P.E., with the specs and locations to be finalized prior to issuance of a building permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070. A.9	Cuts and fills allowed for roadways shall be minimized; lengths of driveways allowed shall be minimized; all cuts and fills shall be concealed with landscaping, revegetation and/or natural stone materials. Revegetation on hillsides with a clear zone of thirty feet (30') around all structures is recommended. Said clear zone shall include low combustible irrigated vegetation with appropriate species, on file with the Ketchum planning department. Revegetation outside of this clear zone should be harmonious with the surrounding hillsides.
			<i>Staff Comments</i>	<i>There are no proposed cuts and fills for roadways on the site, however, there is an existing cut for a roadway on the site; the cut was made when the adjacent property to the east was constructed and the cut was never filled. The proposed location of the residence takes advance of the existing cut and the proposed residence will largely conceal the existing cut. The proposed garage exists at the front plane of the residence and is the nearest façade to the right-of-way, minimizing the length of the driveway.</i> <i>The limits of disturbance shown on sheet A 1.2 indicate that the site and its native vegetation will largely remain undisturbed.</i> <i>The applicant has indicated that a clear zone around the structure will be provided and will include primarily low-combustible vegetation. All vegetation is proposed to be irrigated by an automatic sprinkler system. Revegetation outside of the clear zone will be such to ensure that the natural grasses blend with the surrounding hillside. All non-native trees along the eastern property line are proposed to be removed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070. A.10	There are not other sites on the parcel more suitable for the proposed development in order to carry out the purposes of this Ordinance.
			<i>Staff Comments</i>	<i>The property is 0.718 acres in size and the grade changes from 5,907' at the lowest point (southwest corner) to an elevation of 6,069' at the highest point (northwest corner). This represents a 162' gain in elevation over the length of</i>

				<p><i>the lot on the western property line, which is a distance of 304.6’.</i></p> <p><i>The applicant has utilized the area of the property most suitable for development, which has the flattest natural grade. This area happens to be the closest to the right-of-way and Sage Road.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070. A.11	Access traversing 25% or greater slopes does not have significant impact on drainage, snow and earth slide potential and erosion as it relates to the subject property and to adjacent properties.
			Staff Comments	<i>There is one driveway access proposed which is located at the front of the subject property. The proposed driveway does not traverse a slope greater than 25%.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070. A.12	Utilities shall be underground.
			Staff Comments	<i>The applicant is aware of this requirement and indicates that all of the onsite utilities will be located underground.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070. A.13	Limits of disturbance shall be established on the plans and protected by fencing on the site for the duration of construction.
			Staff Comments	<p><i>Limits of disturbance are depicted on Sheet A1.2, Construction Activity Plan. The applicant is aware of requirements for fencing and sheet A1.2 contains notes stating a limit of disturbance/construction fence and a wind control & debris control fence will be constructed.</i></p> <p><i>The established limits of disturbance shall be protected by fencing on the site for the duration of construction.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070. A.14	Excavations, fills and vegetation disturbance on hillsides not associated with the building construction shall be minimized.
			Staff Comments	<i>There are no proposed excavations or fills not associated with building construction.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070. A.15	Preservation of significant landmarks shall be encouraged and protected, where applicable. A significant landmark is one which gives historical and/or cultural importance to the neighborhood and/or community.
			Staff Comments	<i>No significant landmarks have been identified.</i>

Attachment E:

Application



City of Ketchum
Planning & Building

**CERTIFIED
COMPLETE**

8/23/17

OFFICIAL USE ONLY	
File Number:	17-099
Date Received:	8/23/17
By:	A
Fee Paid:	\$1,400.00
Approved Date:	
Denied Date:	
By:	

Mountain Overlay Design Review Application

OWNER INFORMATION			
Project Name: <u>John Residence</u>			
Owner Name: <u>PEPE PETER</u>			
Mailing Address: <u>441 W. VANDERLIN DR., CAMANO ISLAND, WA 98282</u>			
Phone: <u>612-308-8310</u>			
Email: <u>pepeter@msn.com</u>			
PROJECT INFORMATION			
Architect/Representative: <u>Craig Maxwell</u>			
Phone: <u>208-721-2171</u>			
Mailing Address: <u>PO Box 1911 Sun Valley, ID 83353</u>			
Email: <u>craig@maxwellsds.com</u>			
Engineer of Record: <u>Craig Maxwell, P.E.</u>			
Engineer Email: <u>SAME</u>			
Legal Land Description: <u>WARM SPRINGS VILLAGE, 4th ADD LOT 7 B/L 3</u>			
Project Address: <u>124 SAGE ROAD</u>			
Lot Area: <u>31,250 SF</u>			
Zoning District: <u>QR-L</u>			
Anticipated Use: <u>RESIDENTIAL</u>			
Number of Residential Units: <u>ONE</u>			
TYPE OF CONSTRUCTION			
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Remodel	<input type="checkbox"/> Addition	<input type="checkbox"/> Other, please explain:
FOOTPRINT AREA			
Proposed		Existing	
Basement:			
1 st Floor: <u>1,912 (INCLUDING GARAGE)</u>			
2 nd Floor: <u>2,400</u>			
3 rd Floor:			
Decks: <u>535</u>			
Mezzanine:			
Total: <u>4,907</u>			
Building Coverage: <u>2,126</u> SF <u>9</u> %		Curb Cut: <u>30</u> SF <u>19</u> %	
DIMENSIONS			
Front: <u>20'</u>	Side: <u>14'-9"</u>	Side: <u>14'-10"</u>	Rear: <u>160'</u>
ADDITIONAL INFORMATION			
Building Height: <u>32'-3"</u>		Parking Spaces Provided: <u>3 ON DRIVEWAY</u>	
Will Fill or Excavation Be Required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
If Yes, Amount in Cubic Yards Fill: <u>950</u> Excavation: <u>3800</u>			
Will Existing Trees or Vegetation Be Removed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			

Applicant agrees in the event of a dispute concerning the interpretation or enforcement of the Floodplain Management Overlay Application, in which the City of Ketchum is the prevailing party, to pay 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 _____ Date 8/23/2017

Attachment F:

Mountain Overlay Design Review plan set, dated August 23, 2017

PROJECT INFORMATION

BUILDING CODES: City of Ketchum Building Code
International Residential Code 2012
International Building Code 2012

PROJECT ADDRESS: 124 Sage Rd, Ketchum, Idaho

LEGAL ADDRESS: WARM SPRINGS VILLAGE
4TH ADD LOT 7 BLK 3

ZONING: GR-L (Avalanche and Mountain Overlay)

SQUARE FOOTAGE: First Floor Living Space: 1100 s.f.
Second Floor Living Space: 2400 s.f.
Total Interior Living Space: 3500 s.f.

Garage: 872 s.f.

LOT COVERAGE: Building Footprint: 2726 s.f.
Improved Surfaces: 1544 s.f.
Lot Size: 31250 s.f.
Percent Coverage: 13.68%

DRAWING INDEX

CS COVER SHEET
A1.0 SITE PLAN
A1.1 ARCHITECTURAL SITE PLAN
A1.2 CONSTRUCTION ACTIVITY PLAN
A2.0 GARAGE LEVEL FLOOR PLAN
A3.0 MAIN LEVEL FLOOR PLAN
A4.0 SOUTH AND WEST ELEVATIONS
A5.0 EAST ELEVATION

CONTACTS

Owner: Pete Peter
441 W Vanderlin Dr.
Camano Island, WA 98282
612.308.8310
peterpp@msn.com

Architectural Engineer: Craig Maxwell P.E.
Maxwell Structural Design Studio
P.O. Box 1911, Sun Valley, ID 83353
208.721.2171 telephone
craig@maxwellsds.com

General Contractor: Dennis Kavanagh
Dennis Kavanagh Construction, LLC
P.O. Box 5556, Ketchum, ID 83340
208.726.2599 office, 208.720.1726 mobile
dennis@denniskavanagh.com



PROJECT LOCATION



VICINITY MAP

ISSUE DATE

DESIGN REVIEW: AUGUST 23, 2017

MOUNTAIN OVERLAY APPLICATION

PETER RESIDENCE
124 SAGE ROAD KETCHUM, IDAHO

PRELIMINARY
NOT FOR
CONSTRUCTION

MAXWELL
STRUCTURAL DESIGN STUDIO
CRAIG MAXWELL P.E.
105 Lewis Street, Unit 205 :: Ketchum, Idaho 83340
P.O. Box 1911 :: Sun Valley, Idaho 83353
Craig@maxwellsds.com :: 208.721.2171
www.maxwellsds.com

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CS

NOTES

- GENERAL RESTRICTIONS & TITLE INFORMATION:**
1. THE PURPOSE OF THIS MAP IS TO SHOW TOPOGRAPHICAL/SITE INFORMATION AS IT EXISTED ON THE DATE THE FIELD SURVEY WAS PERFORMED. CHANGES MAY HAVE OCCURRED TO SITE CONDITIONS SINCE SURVEY DATE.
 2. THIS MAP WAS PREPARED FOR THE EXPRESS USE OF THE CLIENT AND IS NOT TRANSFERABLE TO OTHERS WITHOUT WRITTEN CONSENT.
 3. A TITLE POLICY HAS NOT BEEN SUBMITTED TO BENCHMARK ASSOCIATES, NOR HAS A TITLE SEARCH BEEN REQUESTED. CERTAIN INFORMATION CONTAINED WITHIN SAID POLICY MAY NOT APPEAR ON THIS MAP OR MAY AFFECT ITEMS SHOWN ON THIS MAP. IT IS RECOMMENDED THE OWNER OR AGENT REQUEST OR FURNISH SAID INFORMATION.
 4. ELECTRONIC DATA: BENCHMARK ASSOCIATES ACCEPTS NO RESPONSIBILITY OR LIABILITY FOR THE REUSE, DISTRIBUTION OR ACCURACY OF DATA CONTAINED ON ELECTRONIC COPIES OF THIS DRAWING. THE STAMPED HARD COPY OF THIS DRAWING IS THE FINAL PRODUCT. ANY DATA THAT APPEARS ON THE ELECTRONIC DRAWING, AND NOT SHOWN ON THE STAMPED HARD COPY, SHALL BE INTERPRETED BY BENCHMARK ASSOCIATES ONLY.

- EASEMENTS, ENCUMBRANCES AND RESTRICTIONS:**
5. BUILDING AREA: BUILDING ENVELOPE IF SHOWN, IS PER PLAT. SETBACK AND FOOTPRINT REQUIREMENTS PER CURRENT CITY/COUNTY ORDINANCES MAY VARY. IT IS RECOMMENDED THAT SAID ORDINANCES BE REVIEWED PRIOR TO DESIGN.
 6. GENERAL RESTRICTIONS: EXCEPT AS SPECIFICALLY STATED OR SHOWN ON THIS MAP, THIS SURVEY DOES NOT PURPORT TO REFLECT ANY OF THE FOLLOWING WHICH MAY APPLICABLE TO THE SUBJECT OF REAL ESTATE: EASEMENTS, OTHER THAN THOSE SHOWN OR LISTED HEREON, BUILDING SETBACK LINES, RESTRICTIVE COVENANTS, SUBDIVISION RESTRICTIONS, ZONING, WETLANDS OR ANY OTHER LAND-USE REGULATIONS.
 7. WETLANDS AND RIPARIAN: CERTAIN AREAS WITHIN THIS MAP MAY CONTAIN RIPARIAN, RIVERINE OR WETLANDS CONDITIONS. SAID AREAS AND THE LOCATION OF ORDINARY HIGH WATER (OHW), IF SHOWN HEREON, ARE SUBJECT TO INTERPRETATION. IT IS RECOMMENDED THAT THE LANDOWNER OR CLIENT RETAIN THE SERVICES OF AN ENVIRONMENTAL SPECIALIST IN ORDER TO ASCERTAIN IF SAID CONDITIONS EXIST, AND TO FURTHER IDENTIFY SAID AREAS IF THEY DO EXIST. PERMITS MAY BE REQUIRED FROM LOCAL, STATE OR FEDERAL AGENCIES PRIOR TO CONSTRUCTION, EXCAVATION OR FILL ACTIVITIES.
 8. STORM WATER PLAN: IF SOIL DISTURBANCE, CLEARING, GRADING AND/OR EXCAVATION OF ONE (1) ACRE OR MORE IS TO TAKE PLACE A FEDERAL GENERAL CONSTRUCTION PERMIT, INCLUDING A STORM WATER POLLUTION PREVENTION PLAN (SWPPP), MUST BE PREPARED AND SUBMITTED TO AND APPROVED BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY PRIOR TO ANY SITE DISTURBANCE.
 9. AVALANCHE HAZARDS MAY EXIST. IT IS RECOMMENDED THAT AN AVALANCHE STUDY BE PERFORMED.

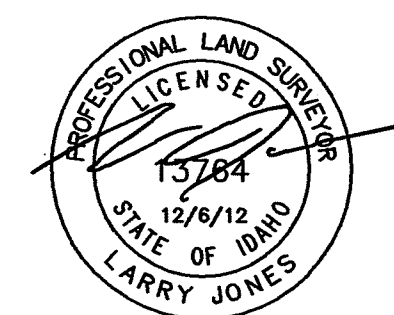
- SURVEY AND SITE FEATURES:**
10. BASIS OF BEARINGS IS PER THE ORIGINAL PLAT OF WARM SPRINGS VILLAGE SUB. 4TH ADD. BOUNDARY LINES AND CERTAIN EASEMENTS SHOWN HEREON ARE PER SAID PLAT. REFER TO SAID PLAT & COAR'S FOR CONDITIONS AND/OR RESTRICTIONS REGARDING THIS PROPERTY.
 11. ELEVATIONS BASED ON NAVD 88 DATUM.
 12. UTILITIES AND DRAIN PIPES IF SHOWN HEREON ARE PER SURFACE EVIDENCE ONLY. OTHER UNDERGROUND UTILITIES MAY EXIST. LOCATION OF UNDERGROUND UTILITIES AND SERVICES SHOULD BE CONFIRMED PRIOR TO EXCAVATION OR DESIGN.
 13. BUILDING WALLS IF SHOWN HEREON ARE OUTSIDE FACE OF BUILDING UNLESS OTHERWISE NOTED.
 14. SPRINKLER HEADS AND IRRIGATION LINES ARE NOT SHOWN HEREON.
 15. TREE LOCATIONS AND DRIP LINES IF SHOWN HEREON ARE APPROXIMATE.
 16. ORTHOPHOTOGRAPHY: PHOTO RECTIFIED AT GROUND LEVEL ONLY. IMAGES OF OBJECTS ABOVE GROUND LEVEL (TREES, BUILDINGS, POWER POLES, ETC.) MAY BE DISPLACED. DATE OF PHOTOGRAPHY: 5-24-2005
 17. CONTOUR INTERVAL: 1' - CONTOURS IN AREAS OF DENSE VEGETATION MAY DEVIATE FROM TRUE ELEVATION BY ONE HALF THE HEIGHT OF THE VEGETATION. CONTOURS UNDER BUILDINGS ARE INTERPRETED FROM THE SURROUNDING GRADES AND WILL NOT REFLECT BASEMENTS, CRAWLSPACES, OR OTHER OBSCURED FEATURES.
 18. MAP SCALE: DUE TO ELECTRONIC MAP DELIVERY AND ALTERNATE PRINTING METHODS, PLEASE USE BAR SCALE TO DETERMINE ACTUAL PRINTED SCALE.
 19. SNOW OR DEBRIS, COVERING THE GROUND AT THE TIME OF SURVEY, MAY HAVE OBSCURED DETAILS. FEATURES CONCEALED BY SNOW OR DEBRIS DO NOT APPEAR ON THIS MAP.

PREPARED BY:
 BENCHMARK ASSOCIATES, P.A.
 P.O. BOX 733 - 100 BELL DRIVE, KETCHUM, IDAHO, 83340
 PHONE (208)726-9512 FAX (208)726-9514 EMAIL:mail@bma5b.com
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LEGEND

- | | |
|--|---|
| | PROPERTY LINE |
| | EDGE PAVEMENT |
| | SEWER LINE |
| | WATER LINE APPROXIMATE PER KETCHUM WATER & SEWER DISTRICT. VERIFY LOCATION. |
| | FOUND 1/2" REBAR |
| | ALUMINUM CAP |
| | MEASURED BEARINGS & DISTANCES |
| | RECORD BEARINGS & DISTANCES |

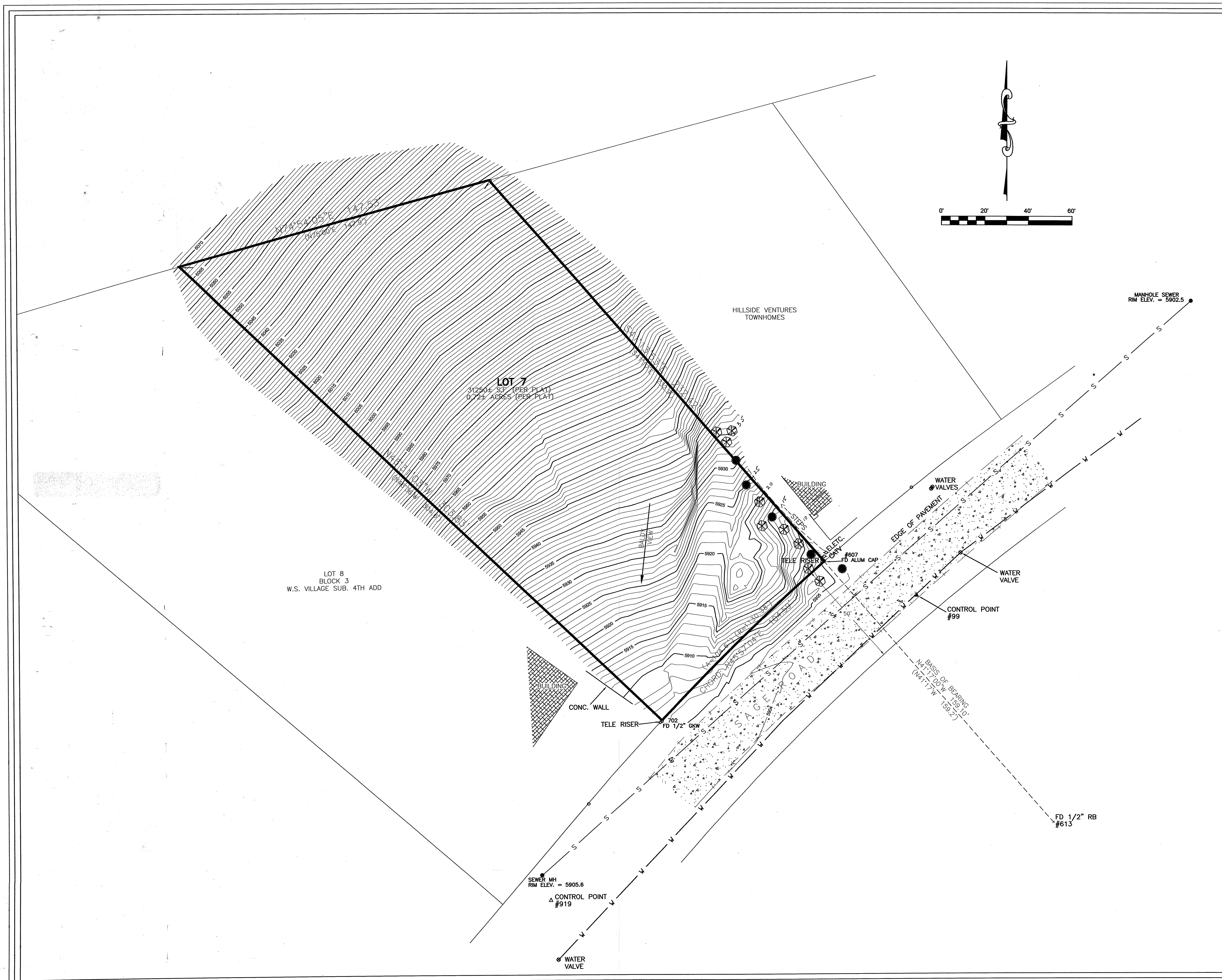
S41°13'53"E 232.42'
 (S41°17'E 232.9')



WARM SPRINGS VILLAGE SUB. 4TH
 ADD. BLOCK 3, LOT 7
 LOCATED WITHIN
 SECTION 11, TOWNSHIP 4 NORTH, RANGE 17 EAST, B.M.,
 CITY OF KETCHUM, BLAINE COUNTY, IDAHO

PREPARED FOR: KIM MAYKRANZ

PROJECT NO. 12256	DWG BY: LLJ	12256TOPO.CRD	12256TOPO.DWG
A TOPOGRAPHIC MAP	DATE OF SURVEY: 12/3/2012	SHEET: 1 OF 1	



LOT 7
 312504 S.F. (PER PLAT)
 0.724 ACRES (PER PLAT)

LOT 8
 BLOCK 3
 W.S. VILLAGE SUB. 4TH ADD

HILLSIDE VENTURES TOWNHOMES

MANHOLE SEWER
 RIM ELEV. = 5902.5

WATER VALVES

EDGE OF PAVEMENT

WATER VALVE

CONTROL POINT #99

FD 1/2" RB #613

CONC. WALL

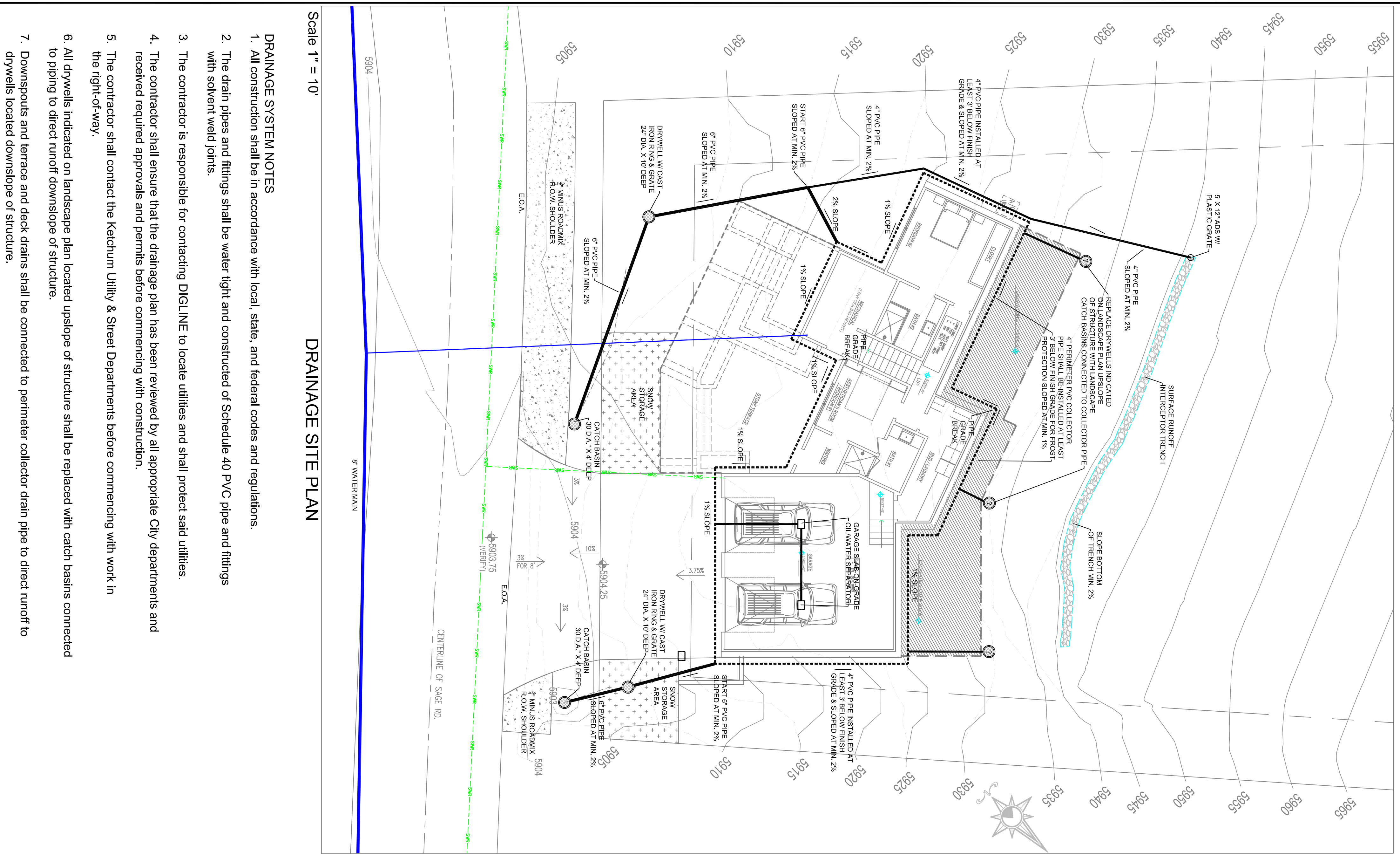
TELE RISER #702 FD 1/2" GKW

SEWER MH RIM ELEV. = 5905.6

CONTROL POINT #919

WATER VALVE

BASIS OF BEARING
 S41°13'53"E 232.42'
 (S41°17'E 232.9')



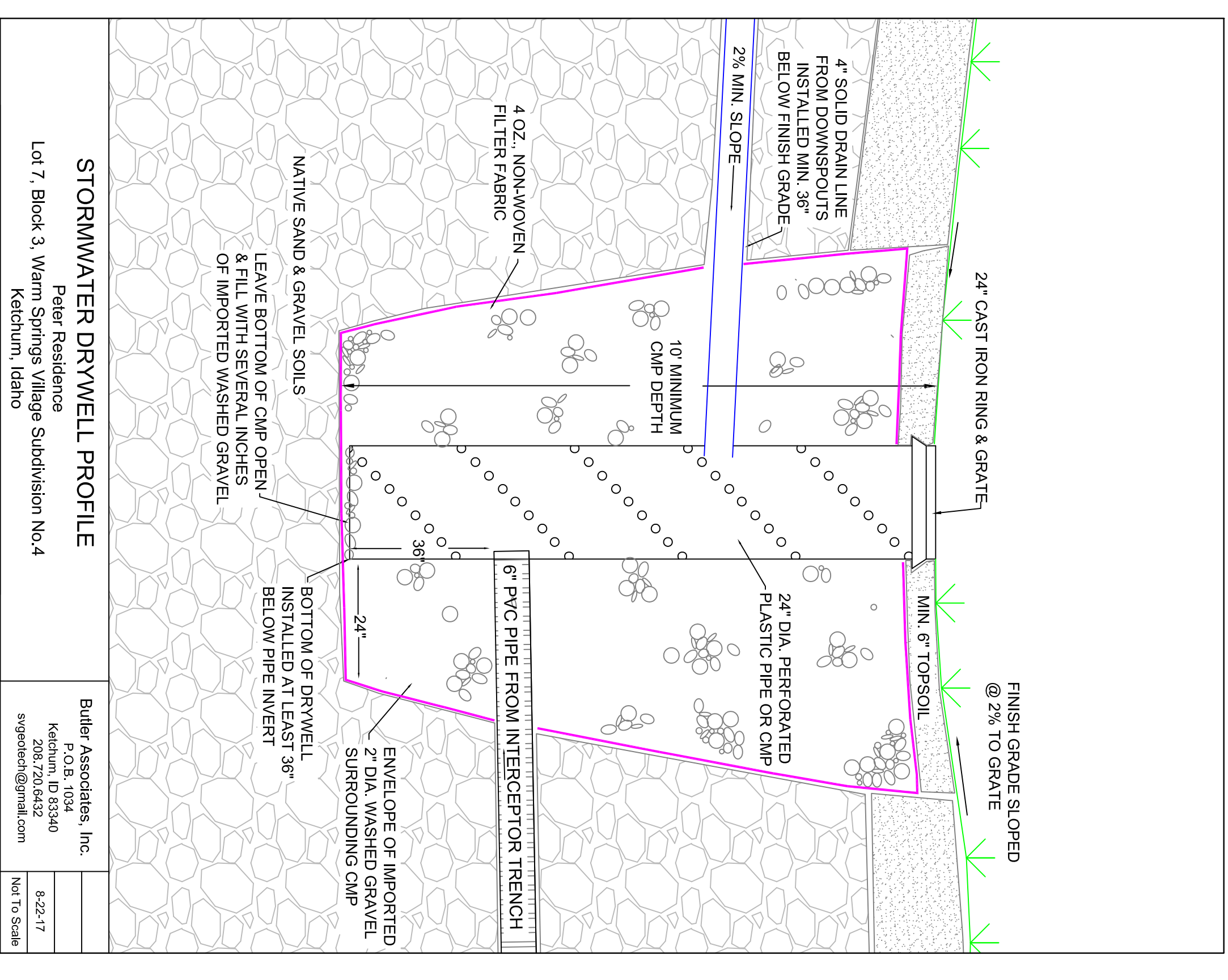
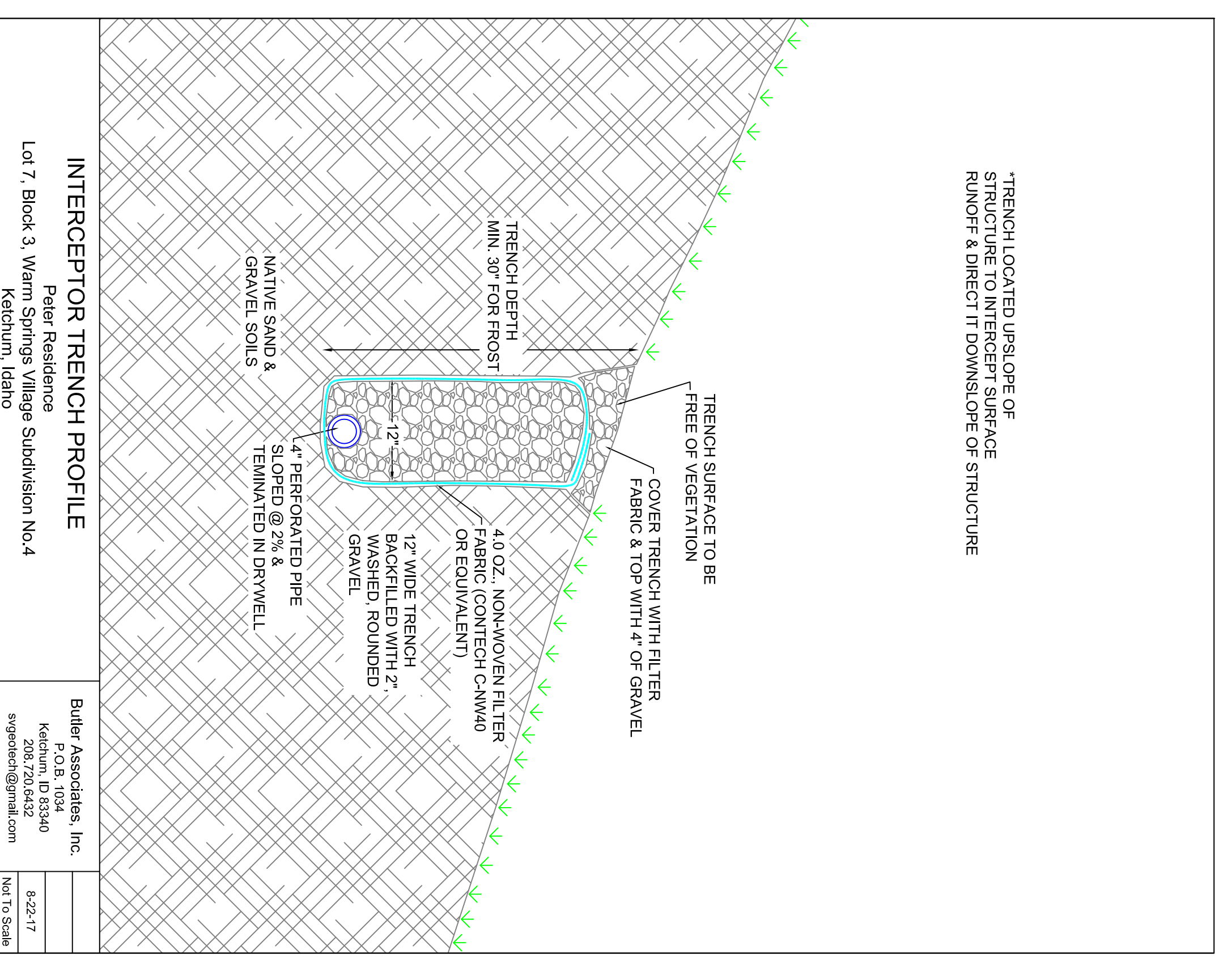
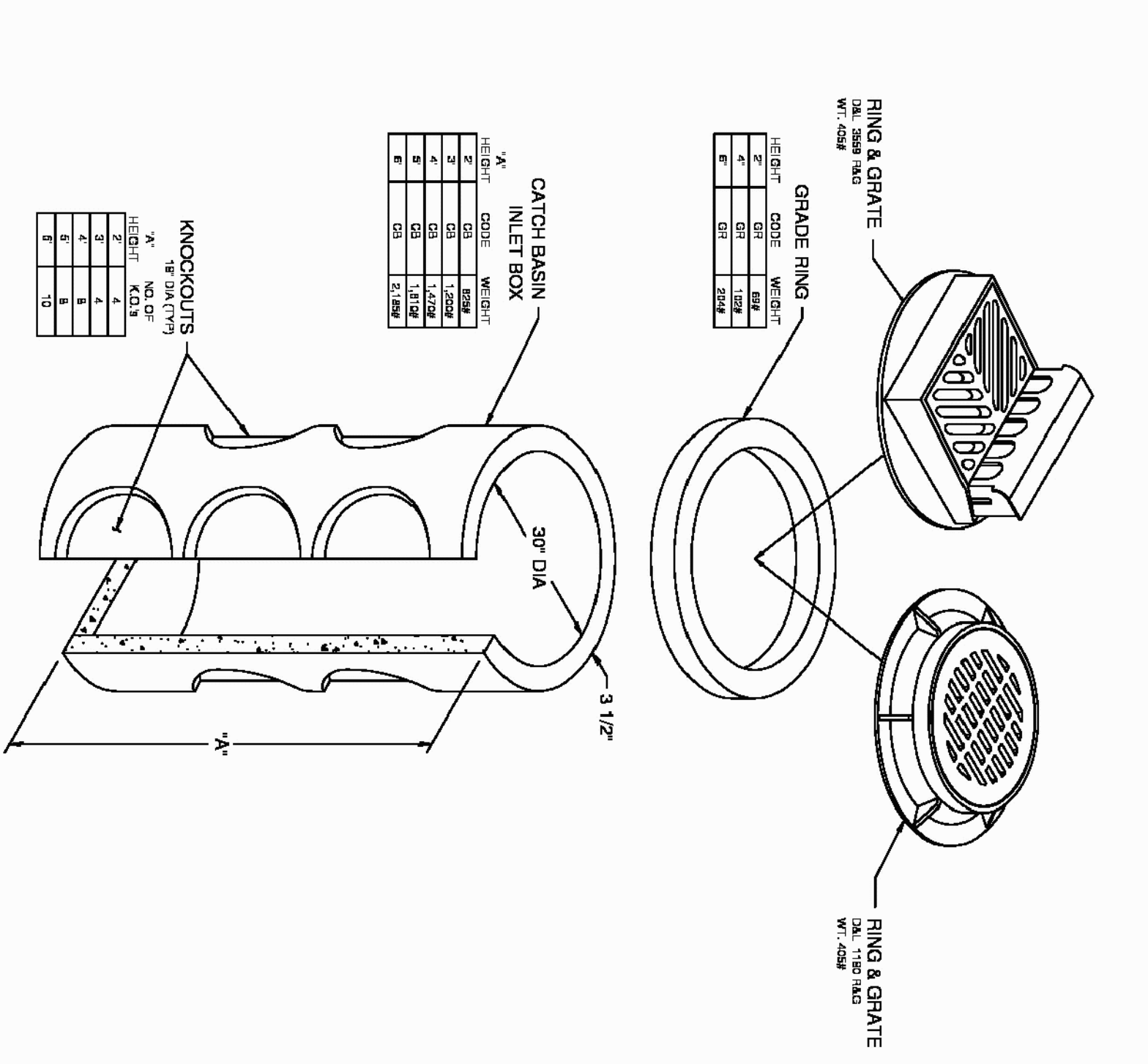
Infiltration System Sizing Worksheet

The proposed infiltration system consists of a drywell to infiltrate stormwater from 2,300 sq. ft. of pervious surface including roofs and driveways. The assumed storm duration is 1 hour.

Onsite Native Soil Infiltration	Soil Infiltration Rate:	120 in/hr	Assumed I ₁ :	15 min
	Factor of Safety:	2	Design Intensity (25-y, 15 min):	0.43 in/hr
	Design Infiltration Rate:	60 in/hr	Intensity (25-y, 1 hr):	1.72 in/hr
Total Site Infiltration Sizing	Proposed Impervious Area:	3000 sq. ft.		
	Proposed Impervious Area:	0.07 ac		
	Runoff Coefficient:	1		
	25-Year Design Runoff:	0.12 cfs		
Drywell Structure Dimensions	Drywell Manhole Diameter:	12 in		
	Drain Rock Thickness:	24 in		
	Drain Rock Void Ratio:	0.4		
	Drywell Filter Elevation:	100.00		
	Lowest Inlet Inlet Elevation:	97.00		
	Depth to Bottom of Drywell:	10.0 ft		
	Bottom Elevation:	90.00		
Drywell Stage-Storage-Discharge				

Drywell Stage	Water Surface Depth		Storage in MH		Storage in Drain Rock		Total Storage	Bottom Wetted Area	Side Wetted Area	Total Wetted Area	Drywell Infiltration Flow Rate
	(ft)	(in)	(cu)	(cu)	(cu)	(sq)					
0.00	10.00	90.00	0.0	0.0	0.0	19.6	0.0	19.6	0.0	19.6	0.027
0.70	9.30	90.70	0.5	5.3	5.8	19.6	11.0	30.6	0.043	0.043	0.073
1.40	8.60	91.40	1.1	10.6	11.7	19.6	22.0	41.6	0.073	0.073	0.088
2.10	7.90	92.10	1.6	15.8	17.5	19.6	33.0	52.6	0.073	0.073	0.088
2.80	7.20	92.80	2.2	21.1	23.3	19.6	44.0	63.6	0.088	0.088	0.104
3.50	6.50	93.50	2.7	26.4	29.1	19.6	55.0	74.6	0.104	0.104	0.119
4.20	5.80	94.20	3.3	31.7	35.0	19.6	66.0	85.6	0.119	0.119	0.134
4.90	5.10	94.90	3.8	36.9	40.8	19.6	77.0	96.6	0.134	0.134	0.149
5.60	4.40	95.60	4.4	42.2	46.6	19.6	88.0	107.6	0.149	0.149	0.165
6.30	3.70	96.30	4.9	47.5	52.4	19.6	99.0	118.6	0.165	0.165	0.180
7.00	3.00	97.00	5.5	52.8	58.3	19.6	110.0	129.6	0.180	0.180	0.195

Drywell Design BY: SB DATE: 08/22/17



MOUNTAIN OVERLAY APPLICATION

PETER RESIDENCE

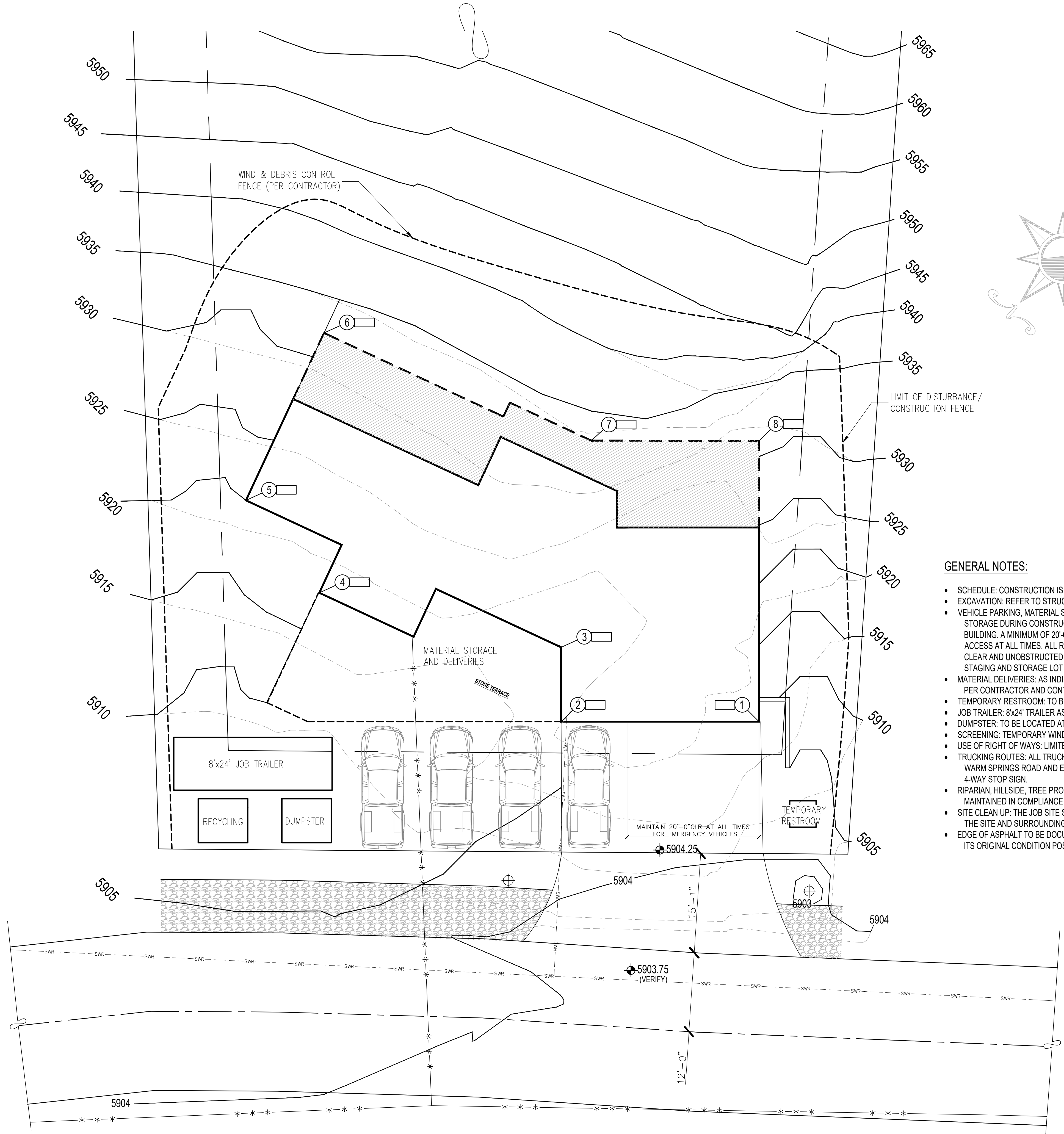
124 SAGE ROAD KETCHUM, IDAHO

PRELIMINARY
 NOT FOR
 CONSTRUCTION

MAXWELL
 STRUCTURAL DESIGN STUDIO
 CRAIG MAXWELL P.E.
 105 Lewis Street, Lrht 205 • Ketchum, Idaho 83340
 P.O. Box 1911 • Sun Valley, Idaho 83353
 Craig@maxwellids.com • 208.721.2171
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A1.2

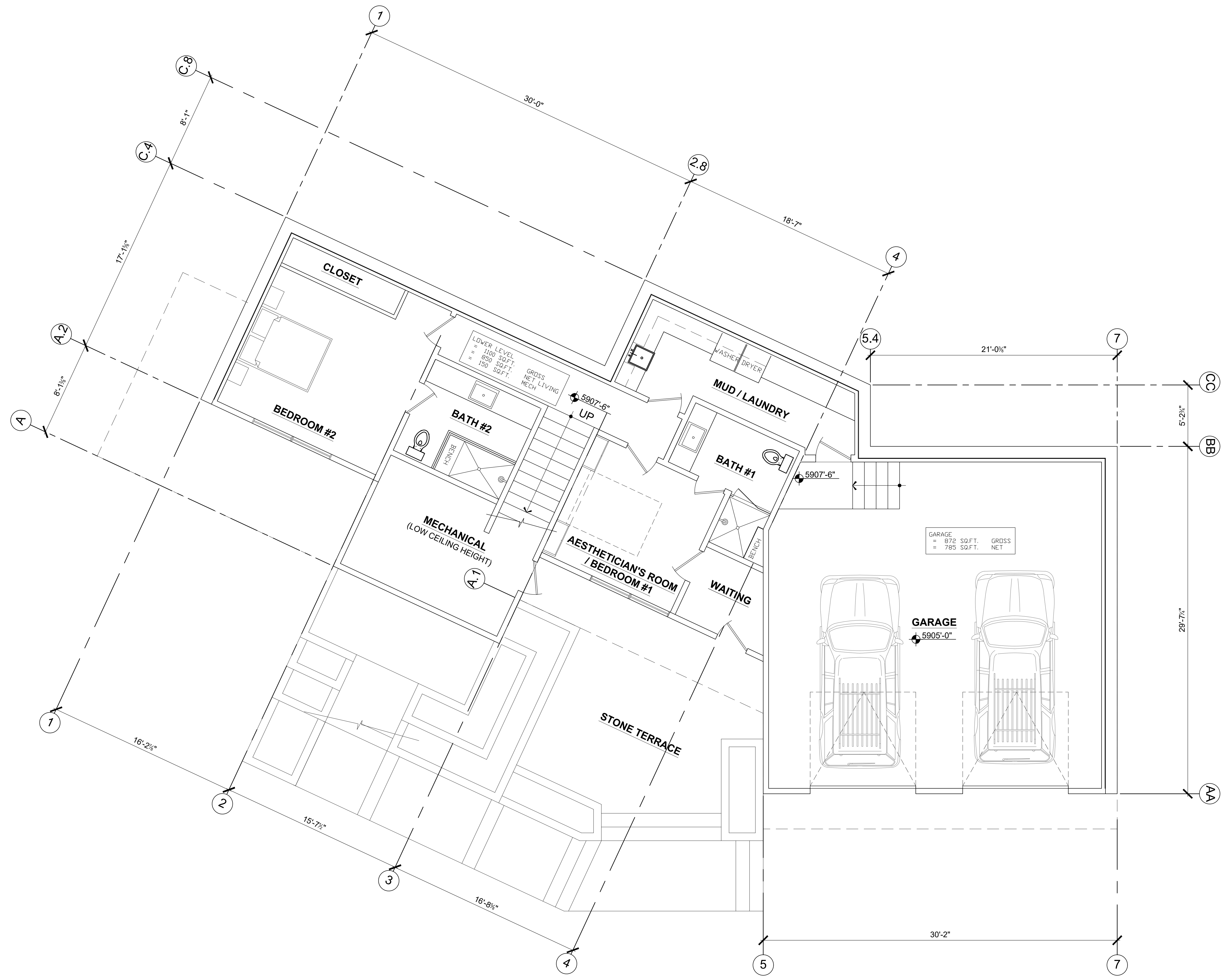


GENERAL NOTES:

- SCHEDULE: CONSTRUCTION IS SCHEDULED TO BEGIN WITHIN ONE WEEK FOLLOWING ISSUANCE OF BUILDING PERMIT.
- EXCAVATION: REFER TO STRUCTURAL ENGINEERING SPECIFICATIONS SHEET S1.0
- VEHICLE PARKING, MATERIAL STORAGE AND TRAFFIC CONTROL: AS INDICATED IN PLAN. PARKING AND MATERIAL STORAGE DURING CONSTRUCTION SHALL NOT RESTRICT OR OBSTRUCT PUBLIC STREETS OR ACCESS TO ANY BUILDING. A MINIMUM OF 20'-0" TRAVEL LANE MUST REMAIN CLEAR AND UNOBSTRUCTED FOR EMERGENCY VEHICLE ACCESS AT ALL TIMES. ALL REQUIRED FIRE LANES, INCLUDING WITHIN 15'-0" OF FIRE HYDRANTS, MUST REMAIN CLEAR AND UNOBSTRUCTED AT ALL TIMES. ALL OVERFLOW PARKING AND MATERIAL STORAGE TO OCCUR AT STAGING AND STORAGE LOT PER CONTRACTOR AND CONTRACTOR'S AGREEMENT WITH PROPERTY OWNER.
- MATERIAL DELIVERIES: AS INDICATED IN PLAN. ALL MATERIAL OVERFLOW TO OCCUR AT STAGING AND STORAGE LOT PER CONTRACTOR AND CONTRACTOR'S AGREEMENT WITH PROPERTY OWNER.
- TEMPORARY RESTROOM: TO BE LOCATED AT EAST CORNER OF LOT, AS INDICATED IN PLAN.
- JOB TRAILER: 8'x24' TRAILER AS INDICATED IN PLAN.
- DUMPSTER: TO BE LOCATED AT SOUTH CORNER OF LOT, AS INDICATED IN PLAN.
- SCREENING: TEMPORARY WIND AND DEBRIS FENCE TO BE CONSTRUCTED PER CONTRACTOR AS INDICATED IN PLAN.
- USE OF RIGHT OF WAYS: LIMITED TO WHAT IS INDICATED IN PLAN.
- TRUCKING ROUTES: ALL TRUCKING SHALL OCCUR IN A NORTH TO SOUTH MANNER, ENTERING SAGE ROAD FROM WARM SPRINGS ROAD AND EXITING SAGE ROAD ON SKIWAY DRIVE RETURNING TO WARM SPRINGS ROAD AT THE 4-WAY STOP SIGN.
- RIPARIAN, HILLSIDE, TREE PROTECTION, AND RE-SEEDING OF DISTURBED AREAS: ALL DISTURBED HILLSIDES TO BE MAINTAINED IN COMPLIANCE WITH THE CITY OF KETCHUM BUILDING CODE 15.06.030 SECTIONS J-K.
- SITE CLEAN UP: THE JOB SITE SHALL BE KEPT IN A CLEAN AND ORDERLY CONDITION. TRASH SHALL BE PICKED UP ON THE SITE AND SURROUNDING AREAS DAILY, AND MATERIALS SHALL BE STORED IN A TIDY FASHION.
- EDGE OF ASPHALT TO BE DOCUMENTED BEFORE THE START OF CONSTRUCTION AND REPAIRED AS NECESSARY TO ITS ORIGINAL CONDITION POST CONSTRUCTION

CONSTRUCTION ACTIVITY PLAN

SCALE : 1/8" = 1'-0"



LOWER LEVEL FLOOR PLAN

SCALE : 1/4" = 1'-0"

ISSUE DATE
DESIGN REVIEW: AUGUST 23, 2017

MOUNTAIN OVERLAY APPLICATION

PETER RESIDENCE

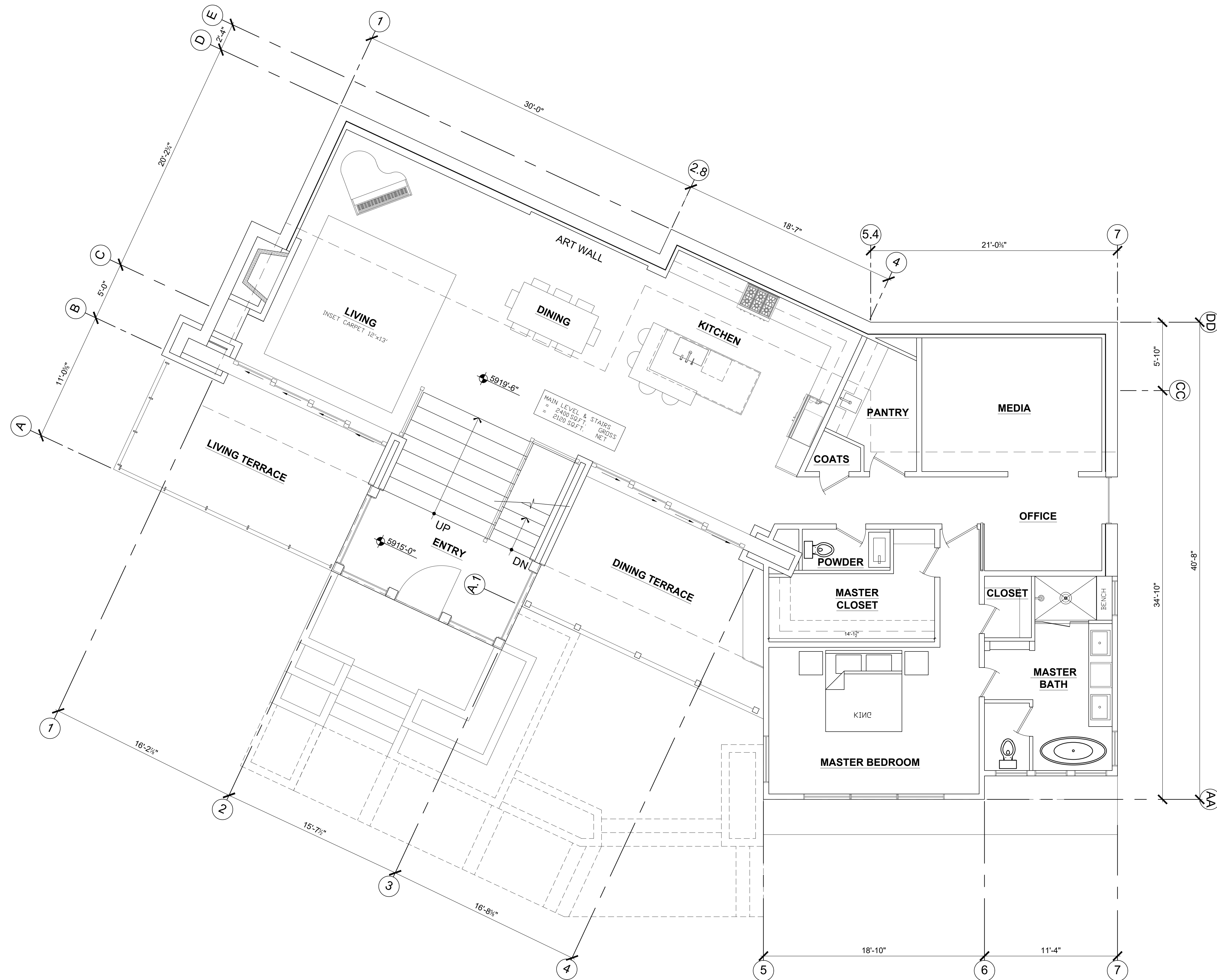
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A2.0



UPPER LEVEL FLOOR PLAN

SCALE : 1/4" = 1'-0"

ISSUE DATE
DESIGN REVIEW: AUGUST 23, 2017

MOUNTAIN OVERLAY APPLICATION

PETER RESIDENCE

124 SAGE ROAD KETCHUM, IDAHO

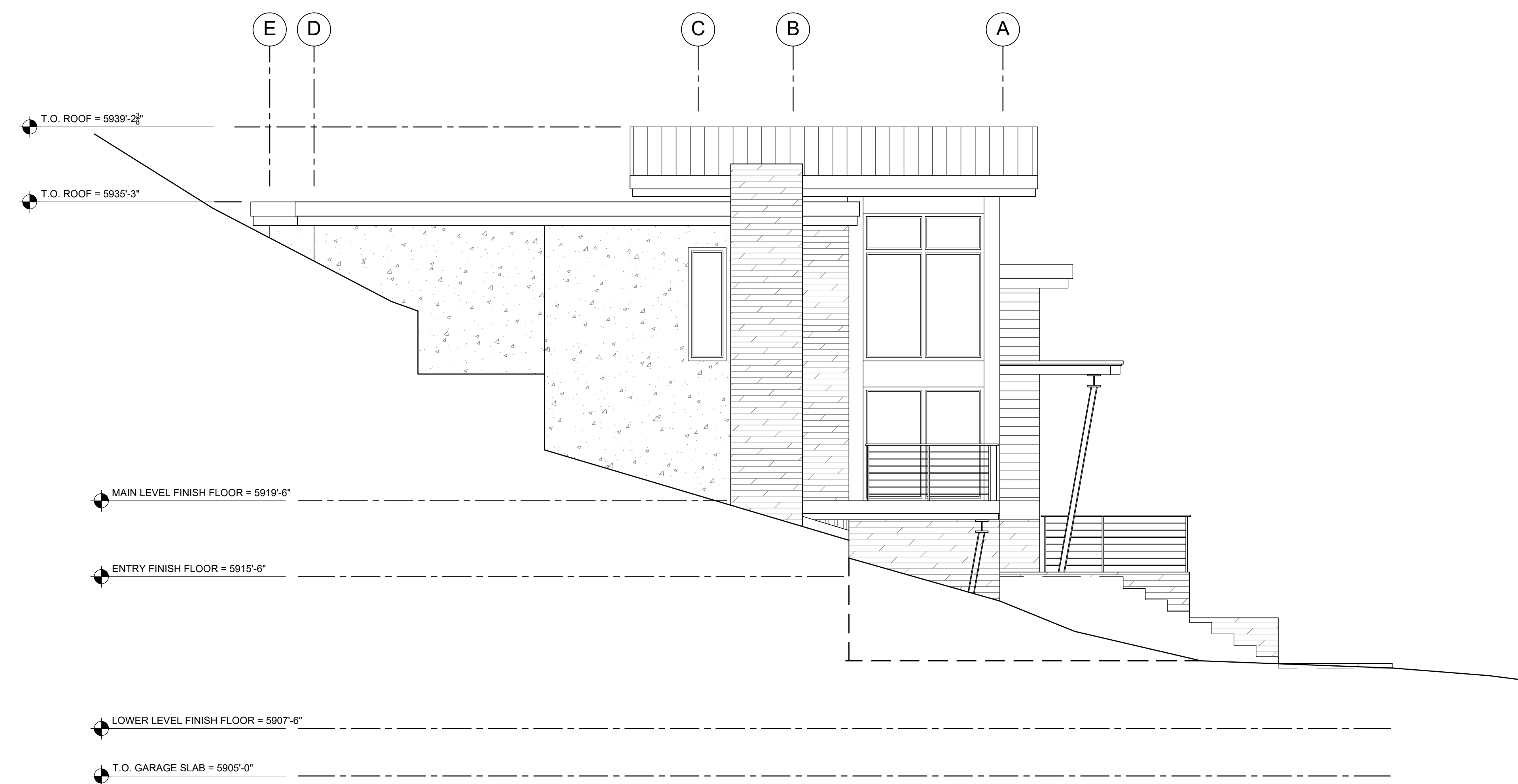
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A3.0

- GENERAL NOTES:**
- GLAZING - TO COMPLY WITH THE 2012 INTERNATIONAL RESIDENTIAL CODE SECTION R308, R310, & R612
 - EGRESS WINDOWS - TO COMPLY WITH THE 2012 INTERNATIONAL RESIDENTIAL CODE SECTION R310
 - STAIRS - TO COMPLY WITH THE 2012 INTERNATIONAL RESIDENTIAL CODE SECTION R311
 - GUARDRAILS - TO COMPLY WITH THE 2012 INTERNATIONAL RESIDENTIAL CODE SECTION R312
 - SMOKE ALARMS - TO COMPLY WITH THE 2012 INTERNATIONAL RESIDENTIAL CODE SECTION R314
 - CARBON MONOXIDE DETECTORS - TO COMPLY WITH THE 2012 INTERNATIONAL RESIDENTIAL CODE SECTION R315
 - CHIMNEY AND FIREPLACE - TO COMPLY WITH THE 2012 INTERNATIONAL RESIDENTIAL CODE CHAPTERS 10 & 18
 - ALL WINDOW AND INTERIOR DOOR ELEVATIONS ARE 8'-0" U.N.O.
 - ALL EXTERIOR DOOR ELEVATIONS ARE 8'-0" U.N.O.
 - REFER TO STRUCTURAL DRAWINGS & RCP PLANS FOR BEAM SIZE CALL OUTS NOT SHOWN
 - ALL HOUSE WRAP SHOULD BE SEALED AT ALL LAPS, PENETRATIONS, AND TERMINATIONS
 - ALL PIPING AND DUCTS IN CRAWL SPACE TO BE INSULATED TO R-8 MIN AND SEALED
 - ALL FOUNDATION WALL TO HAVE A WATERPROOF MEMBRANE OR AT A MIN. RUBBERIZED ASPHALT EMULSION WITH ALL CRACKS, JOINTS, AND PENETRATIONS REINFORCED WITH A WATERPROOF FLEXIBLE MEMBRANE
 - PROVIDE "GRACE" ICE AND WATERSHIELD OR EQUIVALENT OVER THE FIRST 4'-0" MIN. INSIDE OF THE WALL LINE PER MANUFACTURER'S REQUIREMENTS
 - VERIFY DOWN-SPOUT LOCATIONS W/ ARCHITECT
 - ALL VENT AND EXHAUST PIPES WITHIN 10'-0" OF EAVE LINE TO BE WATERPROOFED WITH CAULKING BEFORE INSTALLATION OF PIPE FLASHING
 - SELF-ADHERING MEMBRANE SHOULD SEAL AROUND ALL PIPE PENETRATIONS
 - SEE STRUCTURAL DRAWINGS FOR ADDITIONAL STRUCTURAL INFORMATION AND DETAILING
 - ALL DOORS AND WINDOW OPENINGS SHOULD BE SEALED WITH A SELF-ADHERING MEMBRANE BEFORE THE DOOR AND WINDOWS ARE INSTALLED. THEN THE DOOR AND WINDOW FLANGES SHOULD BE SEALED WITH A SELF-ADHERING MEMBRANE AFTER THEY ARE INSTALLED SO THE FLANGES ARE SANDWICHED
 - THERE SHOULD BE A 2" JOINT BETWEEN THE DOOR/WINDOW FRAMES AND ADJOINING MATERIAL. POLYURETHANE CAULKING SHOULD BE INSTALLED IN THE JOINTS
 - THERE SHOULD BE METAL FLASHING ABOVE ALL DOORS AND WINDOWS
 - SCUPPERS TO HAVE DOWNSPOUTS W/ HEAT TAPE TO DRYWELLS
 - DOORS AND WINDOWS TO HAVE A MIN. OF .35 U-FACTOR VERIFY W/ ENERGY REQUIREMENTS



WEST ELEVATION

SCALE : 1/4" = 1'-0"



SOUTH ELEVATION

SCALE : 1/4" = 1'-0"

MOUNTAIN OVERLAY APPLICATION

PETER RESIDENCE
 124 SAGE ROAD KETCHUM, IDAHO

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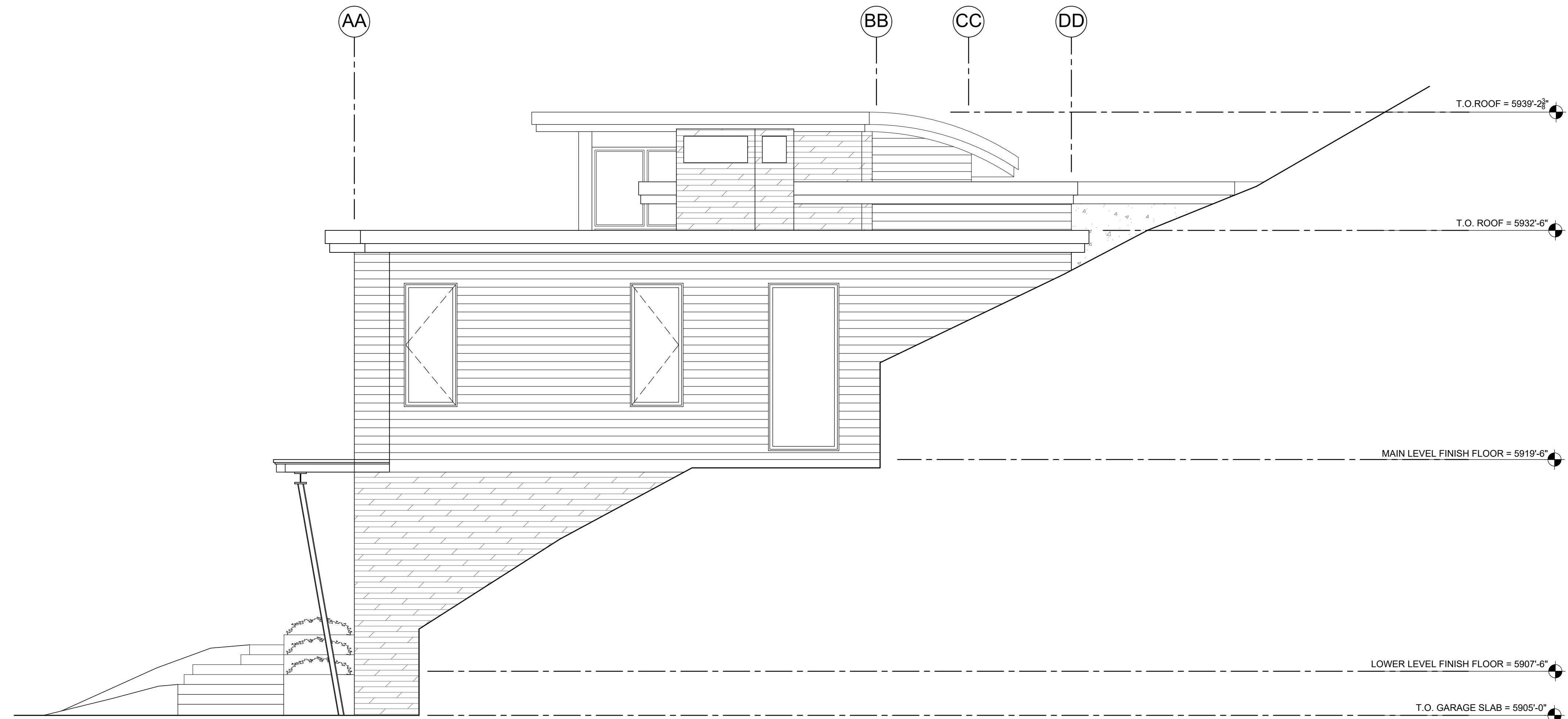
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A4.0

GENERAL NOTES:

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- ALL WINDOW AND INTERIOR DOOR ELEVATIONS ARE 8'-0" U.N.O.
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- REFER TO STRUCTURAL DRAWINGS & RCP PLANS FOR BEAM SIZE CALL OUTS NOT SHOWN
- ALL HOUSE WRAP SHOULD BE SEALED AT ALL LAPS, PENETRATIONS, AND TERMINATIONS
- ALL PIPING AND DUCTS IN CRAWL SPACE TO BE INSULATED TO R-4 MIN AND SEALED
- ALL FOUNDATION WALL TO HAVE A WATERPROOF MEMBRANE OR AT A MIN. RUBBERIZED ASPHALT EMULSION WITH ALL CRACKS, JOINTS, AND PENETRATIONS REINFORCED WITH A WATERPROOF FLEXIBLE MEMBRANE
- PROVIDE "GRACE" ICE AND WATERSHIELD OR EQUIVALENT OVER THE FIRST 4'-0" MIN. INSIDE OF THE WALL LINE PER MANUFACTURERS REQUIREMENTS
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- DOORS AND WINDOWS TO HAVE A MIN. OF .35 U-FACTOR VERIFY W/ ENERGY REQUIREMENTS



EAST ELEVATION

SCALE : 1/4" = 1'-0"

MOUNTAIN OVERLAY APPLICATION

PETER RESIDENCE
 124 SAGE ROAD KETCHUM, IDAHO

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A5.0

ISSUE DATE
DESIGN REVIEW: AUGUST 23, 2017

Peter Residence

124 Sage Road
Ketchum, Idaho

Landscape Narrative

The landscape plan for the Peter Residence will utilize a native/naturalized plant palette, and planted in natural groupings with varying sizes and spaces between plants. All disturbed areas will be re-vegetated with natural grasses. A clear zone around the house will include primarily low-combustible vegetation, and will be irrigated by an automatic sprinkler system. The perimeter area of re-vegetation will be zoned separately, so that the irrigation can be turned down to ensure that the natural grasses blend with the surrounding hillside.

Plants will be selected from the following:

NATURAL GRASSES

Common Name

Canadian Bluegrass
Chewings Fescue
Creeping Red Fescue
Hard Fescue
Idaho Fescue
Sheep Fescue

Botanical Name

POA compressa
FESTUCA rural sap fallen
FESTUCA rubra
FESTUCA longifolia
FESTUCA idahoensis
FESTUCA oviana

EVERGREEN TREES

Common Name

Fir, Sub-Alpine
Fir, Douglas
Pine, Lodgepole
Pine, Ponderosa

Botanical Name

ABIES lasiocarpa
PSEUDOTSUGA menziesii
PINUS contorta
PINUS ponderosa

DECIDUOUS TREES

Common Name

Aspen
Hawthorne, Russian
Maple, Rocky Mountain

Botanical Name

POPULOUS tremuloides
CRATAEGUS 'Ambigua'
ACER glabrum



Clemens Associates LLC

LANDSCAPE ARCHITECTURE + DESIGN

SHRUBS

Common Name

Cherry, Nanking

Cherry, Pawnee Buttes

Chokecherry

Current, Yellow Flowering

Dogwood, Arctic Fire

Honeysuckle, Dwarf Bush

Maple, Ginnala

Mockorange

Ninebark, Dart's Gold

Serviceberry, Regent

Snowberry, common

Sumac, Gro Low

Spirea, Tor Birchleaf

Botanical Name

PRUNUS tomentosa

PRUNUS besseyi 'Pawnee
Buttes'

PRUNUS virginiana

RIBES aureum

CORNUS stolonifera 'Farrow'

DIERVILLA lonicera

ACER ginnala

PHILADELPHUS lewisii

PHYSOCARPUS opulifolius

AMELANCHIER alnifolia

SYMPHORICARPOS alba

RHUS aromatic 'Gro Low'

SPIRAEA betulifolia 'Tor'



120V STEP LIGHT 58015BZ-LED	
BRONZE	

WIDTH:	7.5"
HEIGHT:	4.8"
WEIGHT:	1.0 LBS
MATERIAL:	CAST ALUMINUM
SOCKET:	3.80W LED *INCLUDED
LED INFO:	
LUMENS:	250
COLOR TEMP:	2700k
CRI:	80
INCANDESCENT EQUIVALENCY:	1 x 25W
DIMMABLE:	Yes, 12v on MLV dimmer only, 120v on ELV dimmer only.
NOTES:	PATENT: U.S. PATENTS NOS. 8,794,788 AND 8,882,293. 3.8W LED 5.7VA. A WIRING KIT IS SUPPLIED.
LEADWIRE:	6.0"
VOLTAGE:	120V
UPC:	640665580105

AT HINKLEY, WE EMBRACE THE DESIGN PHILOSOPHY THAT YOU CAN MERGE TOGETHER THE LIGHTING, FURNITURE, ART, COLORS AND ACCESSORIES YOU LOVE INTO A BEAUTIFUL ENVIRONMENT THAT DEFINES YOUR OWN PERSONAL STYLE. WE HOPE YOU WILL BE INSPIRED BY OUR COMMITMENT TO KEEP YOUR 'LIFE AGLOW.'

*life*AGLOW®



CASCADE 1834BZ
BRONZE

WIDTH:	8.0"
HEIGHT:	18.0"
WEIGHT:	4.0 LBS
MATERIAL:	EXTRUDED ALUMINUM
GLASS:	AMBER ETCHED ORGANIC RAIN
BACKPLATE WIDTH:	8.0"
BACKPLATE HEIGHT:	18.0"
SOCKET:	1-100W MED
DARK SKY:	YES
EXTENSION:	4.0"
TTO:	4.8"
CERTIFICATION:	C-US WET RATED
VOLTAGE:	120V
UPC:	640665183405

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*life*AGLOW®



City of Ketchum
Planning & Building

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
REGULAR MEETING OF SEPTEMBER 11, 2017

PROJECT: Sun Valley Dental Arts

FILE NUMBER: #17-010

OWNERS: Ben Franz

REPRESENTATIVE: Jeff Mathis - 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 sub district Traditional Neighborhood (CC-D)

OVERLAY: None

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

REVIEWER: Carl Anderson, Associate Planner

STAFF RECOMMENDATION:

Staff recommends continuing the application to the October 9th, 2017 Planning and Zoning Commission meeting.

ATTACHMENTS:

A. Application

PROPOSED MOTION

1. **Continuation of the Application:** "Motion to continue the Design Review application for a new three story mixed-use building located at Ketchum Block 34 Lot 5, from owner Dr. Ben Franz to a date certain of October 9th, 2017."

RECOMMENDED CONDITIONS

None at this time.

BACKGROUND

The site property is located in the Community Core Traditional Neighborhood Sub-district (CC-D). The lot is currently is 5,501 square feet and is located at Ketchum Block 34 Lot 5. The applicant is proposing to construct a three-story mixed use building, which will have a total square footage of 18,672 square feet, and a Floor Area Ratio (FAR) of 2.15 (11,844 sf/5,500 sf). The mixed-use of the proposed building is proposed to contain a Business

Office (dental office) on the ground floor, two (2) residential units on the second floor, and one (1) residential unit on the third floor.

The proposed building received Pre-Application Design Review approval on October 26th, 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 was continued from the May 23rd, 2017 P&Z special meeting to the June 12th, 2017 P&Z meeting. The applicant has requested that the application be continued from the June 12th regular meeting to the next Planning & Zoning Commission regular meeting on July 10th, 2017. The application was continued from the July 10th regular meeting to the next Planning & Zoning Commission regular meeting on August 14th, 2017. The application was continued from the August 14th regular meeting to the next Planning & Zoning Commission regular meeting on September 11th, 2017.

Staff recommends continuing the application to the October 9th, 2017 Planning and Zoning Commission meeting.

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 st Floor	4,340 includes elev. & stairs	Sq. Ft.	n/a	Sq. Ft.
2 nd Floor	3,995 excl. elev., stairs, & decks	Sq. Ft.	n/a	Sq. Ft.
3 rd 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 STAHLNECKER

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.

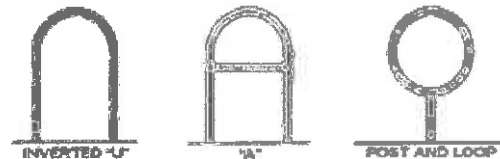
F. Bicycle Parking:

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^{W} 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>



City of Ketchum
Planning & Building

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
SPECIAL MEETING OF September 11th, 2017

PROJECT: Northwood Commercial Mixed - Use

FILE NUMBER: #17-100

REPRESENTATIVE: Michael Doty Associates

OWNER: Elisabeth Grabher

REQUEST: Pre-Application Design Review approval for a new commercial mixed-use building.

LOCATION: 180 Northwood Way
(Northwood Light Industrial AM Lot 5A 28358)

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

OVERLAY: None

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

REVIEWER: Carl Anderson, Associate Planner

RECOMMENDATION: Staff recommends advancement of the pre-applicant design review for the Northwood Commercial Mixed - Use project provided that all action items are addressed prior to the submission of a Design Review application.

ATTACHMENTS: A. Table 1. Comprehensive Plan Analysis
B. Table 2. City Department Comments
C. Table 3. Zoning Standards Analysis
D. Table 4. Design Review Standards
E. Application
F. Pre-Application Design Review Plan Set, dated August 24th, 2017

BACKGROUND

The subject property is located at 180 Northwood Way, on Northwood Light Industrial AM Lot 5A. The applicant is Elisabeth Grabher represented by Michael Doty Associates. The property is currently vacant and is designated as Light Industrial District Number 2 (LI-1). The applicant is proposing to construct a new 10,118 square foot commercial building to be under a single ownership. The lower level is proposed to be utilized by "That's Entertainment" for a combination of retail and warehouse space, and the upper level is proposed to be utilized as office space by Grabher Construction for office space.

The project is subject to pre-application design review per City Code 17.96.010. C.1. The purpose of pre-application design review is to allow the commission to exchange ideas and give direction to the applicant on the "design concept", keeping in mind the purpose of this chapter and the application of the evaluation standards. Per City Code 17.96.040.C.4 the administrator has waived some submittal requirements as it was determined that some information was not necessary for the Commission to exchange ideas and give direction

to the applicant on the design concept. The applicant has indicated that all design review application materials will be submitted at the time of design review. See staff analysis below for a discussion on the outstanding items that will need to be addressed at design review.

STAFF ANALYSIS

Staff recommends advancement of the Pre-Application Design Review application for the Northwood Commercial Mixed-Use from owner Elisabeth Grabher. The applicant is aware of the outstanding action items described below and has indicated all items listed will be addressed at design review. A full analysis and explanation of this recommendation is detailed within the staff report. The following items will need to be addressed by the applicant prior to Design Review approval.

Outstanding action items:

1. 17.96.040. C.2.b Drainage plan (grading, catch basins, piping, and dry wells).
2. 17.96.040. C.2.c Utilities plan (location and size of water and sewer mains and services, gas, electric, TV and phone).
3. 17.96.040. C.2.e 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).
4. 17.96.040.C.2.i. One eleven-inch by seventeen-inch (11" x 17") materials and colors sample board showing all exterior materials used on the facade of the structure.
5. 17.96.040. C.2.j. 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.
6. 17.12.030 Side Yard Setback: The north side yard setback currently encroaches past the existing property line. The applicant proposes to adjust the existing property line between lots Northwood Light Industrial Lot 4 and Northwood Light Industrial Amended Lot 5A, which fall under the same ownership. The then proposed setback will be five (5') feet, which is compliant with the subject setback requirements.
 - The applicant shall pursue a lot line adjustment to move the existing property line, or adjust the proposed building footprint to comply with setback requirements.
7. 17.125.040 Off Street Parking and Loading Calculations
 - Must be addressed at design review. The applicant has indicated that the off street parking and loading area will be shown at Design Review.
8. 17.96.060. C. Drainage standards 1-4.
 - Must be addressed at design review. The applicant has indicated that a drainage plan will be provided at design review.
9. 17.96.060. D Utilities standards 1-3.
 - Must be addressed at design review. The applicant has indicated that a Utilities plan will be provided at design review.
10. 17.96.060. I Landscaping standards 1-4
 - Must be addressed at design review. The applicant has indicated that a Landscaping plan will be provided at design review.

PRE-APPLICATION

The purpose of Design Review is to maintain and enhance appearance, character, beauty and function of the city, to ensure that new development is complementary to the design of existing city neighborhoods and to

protect and enhance the economic base of the City of Ketchum. Keeping in mind the purpose of this chapter and the application of the evaluation standards.

17.96.010. C. Pre-application Design Review:

1. Pre-application review is required for all new nonresidential construction and all multi-family developments of five (5) or more units.
2. The purpose of pre-application review is to allow the commission to exchange ideas and give direction to the applicant on the "design concept", keeping in mind the purpose of this chapter and the application of the evaluation standards.
3. Pre-application review materials shall be submitted according to the application requirements of section 17.96.040 of this chapter.
4. The commission may require a model of the project or computer simulation renderings showing the proposal from one or more key vantage points for presentation at regular design review meetings in order to assist in the understanding of the project. Models and computer renderings must include surrounding properties in sufficient detail for the proposal to be viewed in context.
5. The administrator may waive the requirement for pre-application review if the project is found to have no significant impact

COMMISSION OPTIONS

1. **Advance the application to Design Review:** "Motion to advance the application from the applicant for the for the Pre-application Design Review of the Northwood Commercial Mixed – Use Project to Design Review, finding the application meets the standards for approval under Chapter 17.96 of Ketchum Zoning Code, with the following conditions/design changes: [insert conditions of approval here]"
2. **Continuation of the Application:** "Motion to continue the application for Pre-Application Design Review for the Northwood Commercial Mixed – Use to a date certain of [insert date of meeting] in order to address the following design changes [Commission to insert design changes]"

Table 1: Comprehensive Plan Analysis

SUPPORTING SECTION	SUMMARY OF COMPLIANCE OF PROPOSED AMENDMENTS WITH THE 2014 COMPREHENSIVE PLAN
Future Land Use	
Mixed-Use Industrial	<p>CHARACTERISTICS AND LOCATION: 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>PRIMARY USES: 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>SECONDARY USES: 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>
Community Design and Neighborhoods	
Policy CD-1.3 Compatible Infill and Redevelopment Projects	Infill and redevelopment projects should be contextually appropriate to the neighborhood and development in which they will occur. Context refers to the natural and manmade features adjoining a development site; it does not imply a certain style.

Table 2: Requirements for All Applications

City Department Comments			
Compliant			
Yes	No	N/A	City Code
			City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Police Department: No comment at this time.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<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 minimum twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times.</p> <p>An approved automatic fire sprinkler system shall be installed throughout the building per City of Ketchum Ordinance #1125 (www.ketchumfire.org) and the National Fire Protection Association Standard 13. An approved fire sprinkler flow bell, Knox box and Fire Department Connection shall be installed in an approved location visible to approaching firefighters. Water service lines to structures shall be hydraulically calculated for size to meet fire sprinkler flow requirements. Fire sprinkler systems shall be annually tested and maintained per NFPA 25. An approved fire department connection and flow bell shall be installed in a location approved by the fire department and the system shall be supervised by an approved alarm system.</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>The existing required fire sprinkler system shall be modified by a licensed fire sprinkler contractor to meet the current requirements of NFPA 13. All areas are required to be covered with fire sprinklers.</p>

			<p>An approved monitored fire sprinkler alarm system shall be installed per City of Ketchum Ordinance #1125 (www.ketchumfire.org) and the requirements of NFPA 72. Two (2) sets of alarm system plans shall be submitted to the Ketchum Fire Department for approval and a permit is required prior to installation of alarm systems. Inspections of fire detection systems by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance.</p> <p>An approved access roadway per 2012 International Fire Code Appendix D (www.ketchumfire.org) shall be installed prior to any combustible construction on the site. The road shall be a minimum of twenty (20) feet in width and capable of supporting an imposed load of at least 75,000 pounds. The road must be an all-weather driving surface maintained free, clear, and unobstructed at all times. Dead end access roadways exceeding 150 feet in length shall be provided with an approved turnaround. Gates, if installed, are required to be siren activated for emergency vehicle access.</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>An 8 ½ by 11 color coded site map of this project shall be provided on paper and electronically to the fire department. This site map shall show the locations of gas shut-offs, power shut-offs, fire sprinkler riser rooms, fire department connections, alarm panels, Knox boxes, access doors, egress windows, stairways and any additional fire department requirements. Exact details for color coded "On-Sites" can be found at www.ketchumfire.org.</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 www.ketchumfire.org.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Streets Department: Recommend maintaining the current configuration of the sidewalk curb and gutter is a 6-inch rolled curb with a 2% cross slope five foot sidewalk.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Utilities:</p> <ul style="list-style-type: none"> The applicant is responsible for the relocation of the fire hydrant. If the units are built as condominiums they may have a single water, sewer tap and a common irrigation system. If not, they shall be required to comply with our townhouse requirements
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Parks/Arborist: No comment.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Building: The building must meet 2012 International Building Code.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Planning and Zoning: Comments are denoted throughout the staff report.</p>

Table 3: Zoning Standards Analysis

Compliance with Zoning Standards				
Compliant			Standards and Staff Comments	
Yes	No	N/A	Guideline	City Standards and Staff Comments
17.12 Establishment of Districts and Zoning Matrices				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.12.020	District Use
			<i>Staff Comments</i>	<p>Proposed Use: Retail Trade and Professional Service (Mercantile & Business)</p> <p>LI-2 Retail Trade: The following forms of retail trade are permitted: a) equipment rental, including sporting equipment and entertainment equipment; b) building, construction and landscaping materials; small engines with associated sales; c) furniture and appliances in</p>

				<p>conjunction with warehousing not to exceed 18 percent gross floor area or 900 square feet, whichever is less; d) other retail in conjunction with manufacturing, warehousing or wholesaling; it is limited to 10 percent gross floor area or 500 square feet, whichever is less. Retail uses c) and d) of this note shall have no advertising displayed from windows or building facades; and no access will be permitted onto a major arterial if an alternative access is available.</p> <p>12.08 Professional Service: An establishment that specializes in performing professional, scientific, and technical services and may include light manufacturing as an accessory use. Typical uses include, but are not limited to, construction contractors, physical distribution and logistics, engineering and specialized design services, electronic and computer services, photographic services, research, development and scientific services, and internet or remote sales and marketing. This definition does not include uses which create vibration outside the exterior building walls, or uses that would diminish the quality of air and water in the city.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Minimum Lot Area
			<i>Staff Comments</i>	Required: 8,000 square feet minimum. Existing: 30,905 square feet existing.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Maximum Building Coverage
			<i>Staff Comments</i>	Maximum Permitted: 75% Proposed: 22.5% (6,952 SF / 30,905 SF)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.12.030	Minimum Building Setbacks
			<i>Staff Comments</i>	<p>Minimum: Front: 20' Side: 0' for internal side yards and a minimum of 10' for street side yards. Rear: 0'</p> <p><i>Note: If the lot adjoins a more restrictive district on the side or rear, the more restrictive setbacks of that district shall apply.</i></p> <p>Proposed: Front: 82' – 3 ½" Rear: 64' – 6 ½" Side (south): 2' – 6 ½" Side (north): Currently encroaches past the existing property line. The applicant proposes to adjust the existing property line between lots Northwood Light Industrial Lot 4 and Northwood Light Industrial Amended Lot 5A, which fall under the same ownership. The then proposed setback will be five (5') feet, which is compliant with the subject setback requirements.</p> <p>The existing Northwood Light Industrial Park phase 1 Lots 5, 6, and 7 Amended indicate a 60' planting strip from Highway 75. The applicant shall maintain the 60' planting strip at the rear of the property.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Building Height
			<i>Staff Comments</i>	Maximum Permitted: 35' Proposed: 29' – 8 ½"
17.125 Off Street Parking and Loading				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.030.H	Curb Cut
			<i>Staff Comments</i>	<p>Permitted: 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>Proposed: The applicant has indicated that 31% of the total linear footage of street frontage will be dedicated to access off street parking of the subject property.</p>
			17.125.040	Off Street Parking and Loading Areas

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff Comments	<p>Permitted: 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>Proposed: Not indicated on the plans as proposed. The applicant is aware of this requirement and has indicated that a loading area, compliant with the standards herein, will be shown at Design Review submittal.</p>
			17.125.050	Off Street Parking
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff Comments	<p>Off-street parking standards of this chapter apply to any new development and to any new established uses.</p> <p>Required: Office, Industrial districts: 1 space per 250 gross square feet Retail Trade, Industrial districts: 1 space per 250 square feet Self-Storage and Warehouse: 1 space per employee Total Required = 12 on-site parking spaces.</p> <p>Proposed: Office, Industrial districts: (1636 / 1 space per 250) = 7 Retail Trade, Industrial districts: (824 SF / 1 space per 250) = 3 Self-Storage and Warehouse: (2 employees / 1 space per employee) = 2 spaces Total Proposed = 18 on-site parking spaces.</p>

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 type="checkbox"/>	<input checked="" 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.
			Staff Comments	<i>The property is served by Northwood Way and the applicant will provide connection from the public roadway to the proposed project. The applicant states that they will provide and be responsible for all costs of connections form the existing City street to the development.</i>
<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.
			Staff Comments	<i>The subject property is located adjacent to Northwood Way.</i>
17.96.060.B Sidewalks				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. B.1	All projects under 17.96.010(A) that qualify as a “Substantial Improvement” shall install sidewalks as required by the Public Works Department.
			Staff Comments	<p><i>The project qualifies as a substantial improvement and shall install sidewalks as required by the Public Works Department. The site is served by an existing sidewalk adjacent to Northwood Way and the applicant shall maintain the existing sidewalk, except where replacement of existing is necessary. The final design shall receive approval from the City of Ketchum Public Works Department prior to the issuance of a building permit.</i></p> <p><i>The applicant has indicated that they will demolish and replace sidewalks at Northwood Way as required by the public Works Department. The Public Works - Streets Department is requiring that the applicant maintain the standard of a six-inch (6”) rolled curb with a 2% cross slope.</i></p> <p>17.08 Substantial Improvement: Includes the following:</p>

				<p>A. Any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds fifty percent (50%) of the market value of the structure over a three (3) year time frame either:</p> <ol style="list-style-type: none"> 1. Before the improvement or repair is started; or 2. If the structure has been damaged and is being restored, before the damage occurred. For the purpose of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. B.2	<p>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.</p> <p><i>Staff Comments</i> Sidewalks are existing and any new sidewalk construction will conform to the City's right-of-way standards.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060. B.3	<p>Sidewalks may be waived if one of the following criteria is met:</p> <ol style="list-style-type: none"> a. The project comprises an addition of less than 250 square feet of conditioned space. b. The City Engineer finds that sidewalks are not necessary because of existing geographic limitations, pedestrian traffic on the street does not warrant a sidewalk, or if a sidewalk would not be beneficial to the general welfare and safety of the public. <p><i>Staff Comments</i> N/A.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. B.4	<p>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.</p> <p><i>Staff Comments</i> The existing sidewalk is equal to the length of the subject property line adjacent to Northwood Way, and all new sidewalk improvements shall remain equal to the length of the subject property line.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. B.5	<p>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.</p> <p><i>Staff Comments</i> Sidewalks are existing and all new sidewalk improvements will connect to existing sidewalks adjacent to the subject property.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. B.6	<p>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.</p> <p><i>Staff Comments</i> A contribution in-lieu for this project is not recommended.</p>
17.96.060.C Drainage				
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. C.1	<p>All storm water shall be retained on site.</p> <p><i>Staff Comments</i> Drainage improvements are not shown on the current plan set. The applicant shall provide a drainage plan at the time of Design Review, detailing all applicable grading, catch basins, piping and dry-wells. The applicant has indicated that all on-site storm water will be directed to internal roof drains, drain leaders, and trench drain grates and connected to a dry well to be retained on-site.</p>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. C.2	<p>Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.</p> <p><i>Staff Comments</i> The applicant indicates that drainage improvements will be provided equal to the length of the subject property lines adjacent to public streets.</p>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. C.3	<p>The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.</p> <p><i>Staff Comments</i> The applicant indicates that drainage will be reviewed by and coordinated with Steve Butler, PE. The City Engineer may require additional drainage improvements as necessary.</p>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. C.4	<p>Drainage facilities shall be constructed per City standards.</p> <p><i>Staff Comments</i> The final design of drainage facilities will be constructed per City standards.</p>
17.96.060.D Utilities				

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. D.1	All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.
			<i>Staff Comments</i>	<i>Not depicted. The applicant indicates that all utilities necessary for the development will be provided.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. D.2	Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.
			<i>Staff Comments</i>	<i>The applicant states that they will work with the appropriate utilities companies to comply with City standards. All utilities within the development shall be concealed from public view. The applicant shall be required to provide a utilities plan at the time of Design Review, indicating the location and size of water and sewer mains and services, gas, electric, TV and phone.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. D.3	When extension of utilities is necessary all developers will be required to pay for and install two (2") inch SDR11 fiber optical conduit. The placement and construction of the fiber optical conduit shall be done in accordance with city of Ketchum standards and at the discretion of the City Engineer.
			<i>Staff Comments</i>	<i>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>
17.96.060.E. Compatibility of Design				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. E.1	The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.
			<i>Staff Comments</i>	<i>The property is located within the Light Industrial Number 2 Zoning District. The applicant indicates that an exterior materials board will be included in the design review submission materials, per City Code 17.96.040.C.2.i.</i> <i>Per the elevations provided, the applicant is proposing to utilize a combination of the following: Stucco: Antique white, smooth trowel. Montana Timber products – Charwood Ebony in 8” and 4” wide. Stonewood Panel – Stonewood Select Satin Stainless Stonewood Panel – Stonewood Cosmic Strandz Guardrail: ½”x5” Horizontal Steel Bar Stock @ 4” O.C. Exterior Light Fixtures: Dark Sky Compliant; Spec & location TBD</i> <i>Staff finds that the proposed project materials and colors will be complementary with the townscape and surrounding neighborhood.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. E.2	Preservation of significant landmarks shall be encouraged and protected, where applicable. A significant landmark is one which gives historical and/or cultural importance to the neighborhood and/or community.
			<i>Staff Comments</i>	<i>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"/>	17.96.060. E.3	Additions to existing buildings, built prior to 1940, shall be complementary in design and use similar material and finishes of the building being added to.
			<i>Staff Comments</i>	<i>The site is currently vacant and the proposed building will be all new construction.</i>
17.96.060.F Architectural				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. F.1	Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.
			<i>Staff Comments</i>	<i>The proposed building and site layout provide unobstructed pedestrian accesses to the proposed sidewalk adjacent to Northwood Way and the entryway is clearly defined. The applicant has indicated that an entry canopy with signage for the main tenant will further delineate the main entrance of the storefront.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. F.2	The building character shall be clearly defined by use of architectural features.
			<i>Staff Comments</i>	<i>The proposed Northwood Commercial Mixed-Use building will contain two separate commercial uses including “That’s Entertainment” making of a combination of retail and warehouse space, and the upper level is proposed to be utilized as office space by Grabher Construction for office space . The total structure will be two stories, separated by a mezzanine level for a total height 29’ – 8 ½” from the finished grade in height. The proposed building character is clearly defined by the use of architectural features.</i>

				<p><i>The applicant has provided a variety in the materials selection, as detailed in Staff comment section 17.96.060.E.1, and undulations in massing to define the separate uses/occupancies of the proposed building.</i></p> <p><i>The north and west most elevations incorporates a combination of materials, undulations, signage and glazing to break up the massing of the building. The north and east most elevations are the most visible from Northwood Way and are clearly defined by the use of architectural features.</i></p> <p><i>The upper most level of the building is visible from the east elevation in primarily horizontal in nature. A combination of the antique white smooth trowel stucco and the Montana timber – Charwood Ebony, 4” wide are proposed. The south most elevation provides the greatest extent of massing and is visible from the adjacent Industrial East Sub Lot 2 Block 1 property. The primary south facing wall is proposed to be antique white smooth trowel. The south facing wall of the third level, clad in Montana Timber Charwood Ebony, will be visible and provide some break in the massing. At the southeast corner of the building the front entrance will be stepped in when viewed from the south most property line and will be clad in a Stonewood panel.</i></p> <p><i>The applicant indicates that an exterior materials board will be included in the design review submission materials, per City Code 17.96.040.C.2.i.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. F.3	<p>There shall be continuity of materials, colors and signing within the project.</p> <p><i>Staff Comments</i> The materials shown provide a continuity of materials and colors within the project. See Staff comment in section 17.96.060. E.1. The applicant indicates that an exterior materials board will be included in the design review submission materials, per City Code 17.96.040. C.2.i.</p>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. F.4	<p>Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.</p> <p><i>Staff Comments</i> Accessory structures, fences, walls and landscape features have not been proposed at this time. The applicant has indicated that accessory structures and landscaping will complement and draw materials and colors from the main building.</p> <p><i>The applicant has indicated that a landscape plan will be submitted at design review. See Staff comment located in 17.96.060. I.1.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. F.5	<p>Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.</p> <p><i>Staff Comments</i> 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.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. F.6	<p>Building(s) shall orient towards their primary street frontage.</p> <p><i>Staff Comments</i> The proposed building orients towards the primary street frontage which is Northwood Way, which is the primary street frontage.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. F.7	<p>Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.</p> <p><i>Staff Comments</i> The applicant has indicated that the garbage storage area will be located at the south end of the proposed parking area, and will be screened from public view with a complementary accessory structure.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. F.8	<p>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.</p> <p><i>Staff Comments</i> The applicant indicates that all roof elements are flat roofs which will be internally drained. Pedestrian gathering areas will be sheltered at exterior doorways by canopies and/or overhangs.</p>
17.96.060.G Circulation Design				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. G.1	<p>Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.</p> <p><i>Staff Comments</i> Pedestrian and bicycle access is located from the existing sidewalk adjacent to Northwood Way.</p>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. G.2	Awnings extending over public sidewalks shall extend five (5') feet or more across the public sidewalk but shall not extend within two (2') feet of parking or travel lanes within the right of way.
			<i>Staff Comments</i>	<i>Awnings are not proposed to extend over a public sidewalk.</i> <i>Per City Code: 17.08.020, an awning is defined as a covered architectural projection that extends from the exterior wall of a building for the purpose of providing shade, shelter or aesthetic value to the building facade.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. G.3	Traffic shall flow safely within the project and onto adjacent streets. Traffic includes vehicle, bicycle, pedestrian and equestrian use. Consideration shall be given to adequate sight distances and proper signage.
			<i>Staff Comments</i>	<i>Based on the preliminary site plan, traffic will flow safely within the project and onto Northwood Way. The Public Works Department has reviewed the project and no comments have been given towards adequate sight distances.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. G.4	Curb cuts and driveway entrances shall be no closer than twenty (20') feet to the nearest intersection of two or more streets, as measured along the property line adjacent to the right of way. Due to site conditions or current/projected traffic levels or speed, the City Engineer may increase the minimum distance requirements.
			<i>Staff Comments</i>	<i>The subject property is greater 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.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. G.5	Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.
			<i>Staff Comments</i>	<i>Emergency 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 so that the location of the trash enclosure will allow for unobstructed access to the trash truck.</i>
17.96.060.H Snow Storage				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. H.1	Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.
			<i>Staff Comments</i>	<i>The total proposed pedestrian and parking circulation area is 10,300 Square feet. The proposed snow storage shown totals 3,237 square feet, or 31% of the improved parking area.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. H.2	Snow storage areas shall be provided on site.
			<i>Staff Comments</i>	<i>See staff comment in section 17.96.060. H.1.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. H.3	A designated snow storage area shall not have any dimension less than five (5') feet and shall be a minimum of twenty-five (25) square feet.
			<i>Staff Comments</i>	<i>The applicant has divided the total accumulated snow storage areas between six designated snow storage areas. All proposed snow storage areas do not have a dimension less than five (5') feet. See square footage for each area detailed below: A: 2,138 SF B:194 SF C: 320 SF D: 97 SF E: 245 SF F: 243 SF</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060. H.4	In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.
			<i>Staff Comments</i>	<i>The applicant is proposing snow storage areas on-site.</i>
17.96.060.I Landscaping				
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060. I.1	Landscaping is required for all projects.
			<i>Staff Comments</i>	<i>The applicant indicates that landscaping plan will be provided at design review.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060.I.2	Landscape materials and vegetation types specified shall be readily adaptable to a site's microclimate, soil conditions, orientation and aspect, and shall serve to enhance and complement the neighborhood and townscape.
			<i>Staff Comments</i>	<i>See Staff comment located in 17.96.060. I.1.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060.I.3	All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.
			<i>Staff Comments</i>	<i>See Staff comment located in 17.96.060. I.1.</i>

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060.I.4	Landscaping shall provide a substantial buffer between land uses, including, but not limited to, structures, streets and parking lots. The development of landscaped public courtyards, including trees and shrubs where appropriate, shall be encouraged.
			<i>Staff Comments</i>	<p>See Staff comment located in 17.96.060. I.1.</p> <p><i>Note: A 60-foot wide landscape, bicycle and pedestrian easement is in place at the rear of the property per the Re-subdivision of Lot 1 Northwood PUD Subdivision: Lot 5A. The applicant has maintained a rear setback of 64' – 6 ½". The 60' landscape easement shall be maintained to serve as a buffer between the proposed commercial mixed-use and Highway 75 at the adjacent to the rear of the subject property.</i></p>
17.96.060.J Public Amenities				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.J.1	Where sidewalks are required, pedestrian amenities shall be installed. Amenities may include, but are not limited to, benches and other seating, kiosks, bus shelters, trash receptacles, restrooms, fountains, art, etc. All public amenities shall receive approval from the Public Works Department prior to design review approval from the Commission.
			<i>Staff Comments</i>	<i>The site is served by an existing sidewalk and pedestrian amenities are not required.</i>

Attachment E:

Application



City of Ketchum
Planning & Building

7/11/17
CERTIFIED COMPLETE

OFFICIAL USE ONLY	
File Number:	17-100
Date Received:	8/24/17
By:	A
Pre-Application Fee Paid:	\$1,100.00
Design Review Fee Paid:	
Approved Date:	
Denied Date:	
BY:	
ADRE: Yes	<input type="checkbox"/> No <input type="checkbox"/>

Design Review Application

APPLICANT INFORMATION			
Project Name: Northwood Mixed-Use	Phone: 208-726-3916		
Owner: Elisabeth Grabher	Mailing Address: PO Box 507; Ketchum, ID; 83340		
Email: elisabeth@grabherconstruction.com			
Architect/Representative: Michael Doty Associates	Phone: 208-726-4228		
Email: mallaire@mda-arc.com	Mailing Address: PO Box 2792; Ketchum, ID; 83340		
Architect License Number: AR-1612			
Engineer of Record:	Phone:		
Email:	Mailing Address:		
Engineer License Number:			
<i>All design review plans and drawings for public commercial projects, residential buildings containing more than four (4) dwelling units and development projects containing more than four (4) dwelling units shall be prepared by an Idaho licensed architect or an Idaho licensed engineer.</i>			
PROJECT INFORMATION			
Legal Land Description: NORTHWOOD LIGHT INDUSTRIAL AM LOT 5A 28358 SF			
Street Address: 180 Northwood Way, Ketchum, ID 83340			
Lot Area (Square Feet): 30,905			
Zoning District: LI-2			
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: Mercantile; Business	Number of Residential Units: 0		
TOTAL FLOOR AREA			
	Proposed	Existing	
Basements	Sq. Ft.	Sq. Ft.	
1 st Floor	6,952 Gross Sq. Ft.	Sq. Ft.	
2 nd Floor	1,984 Gross Sq. Ft.	Sq. Ft.	
3 rd Floor	Sq. Ft.	Sq. Ft.	
Mezzanine	1,182 Gross Sq. Ft.	Sq. Ft.	
Total	Sq. Ft.	Sq. Ft.	
FLOOR AREA RATIO			
Community Core:	Tourist:	General Residential-High:	
BUILDING COVERAGE/OPEN SPACE			
Percent of Building Coverage: 22.4%			
DIMENSIONAL STANDARDS/PROPOSED SETBACKS			
Front: 82' - 3 1/2"	Side: 10' - 0"	Side: 2' - 6 1/2"	Rear: 64' - 6 1/2"
Building Height: 29' - 8 1/2"			
OFF STREET PARKING			
Parking Spaces Provided: 13			
Curb Cut: 44.67 LF Sq. Ft.	31	%	
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

8/24/2017
Date

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:

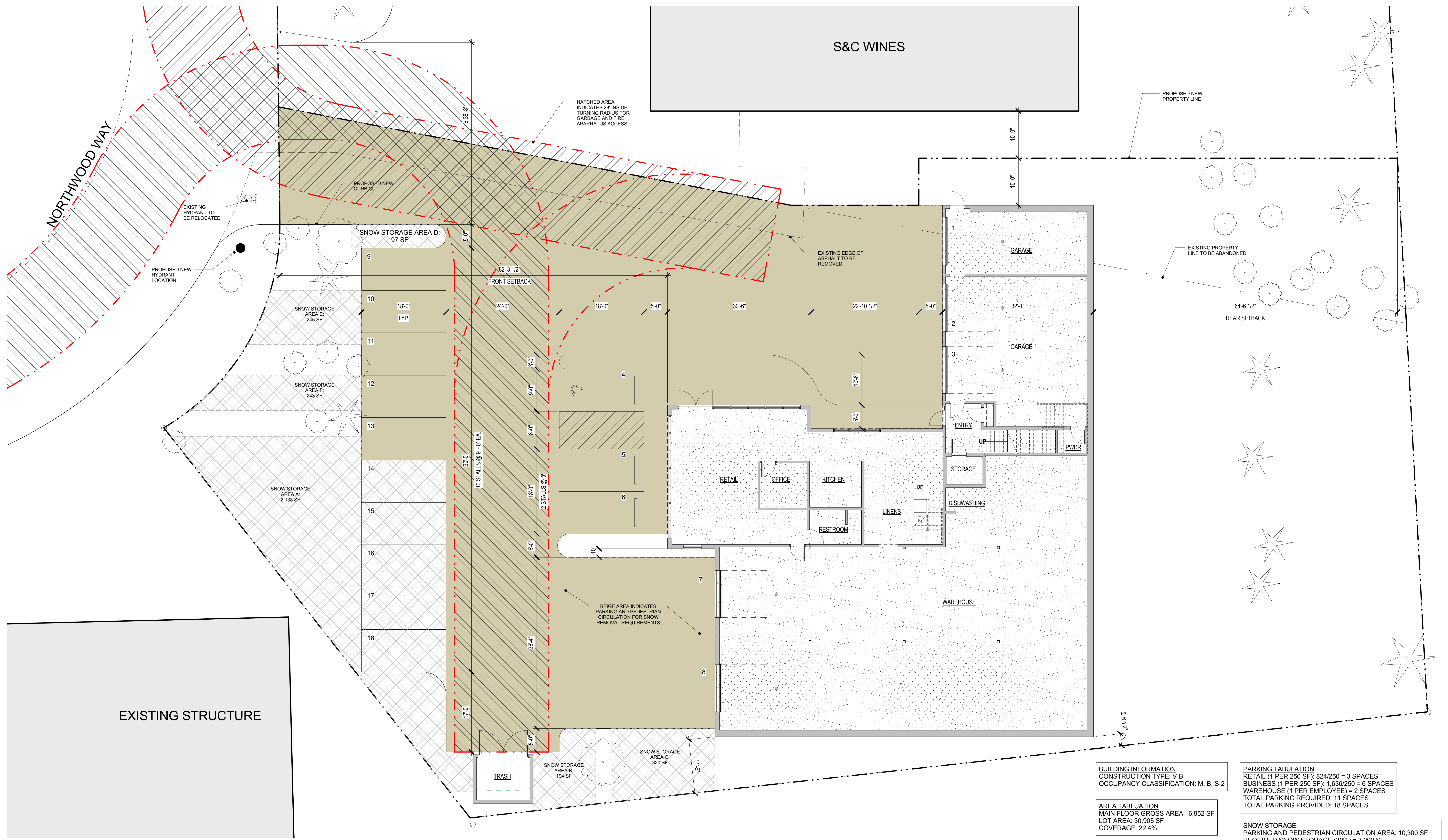
1. All projects under 17.96.010(A) that qualify as a "Substantial Improvement" shall install sidewalks in conformance with the right-of-way standards. Sidewalk improvements may be waived for projects that qualify as a "Substantial Improvement" which comprise additions of less than 250 square feet of 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.

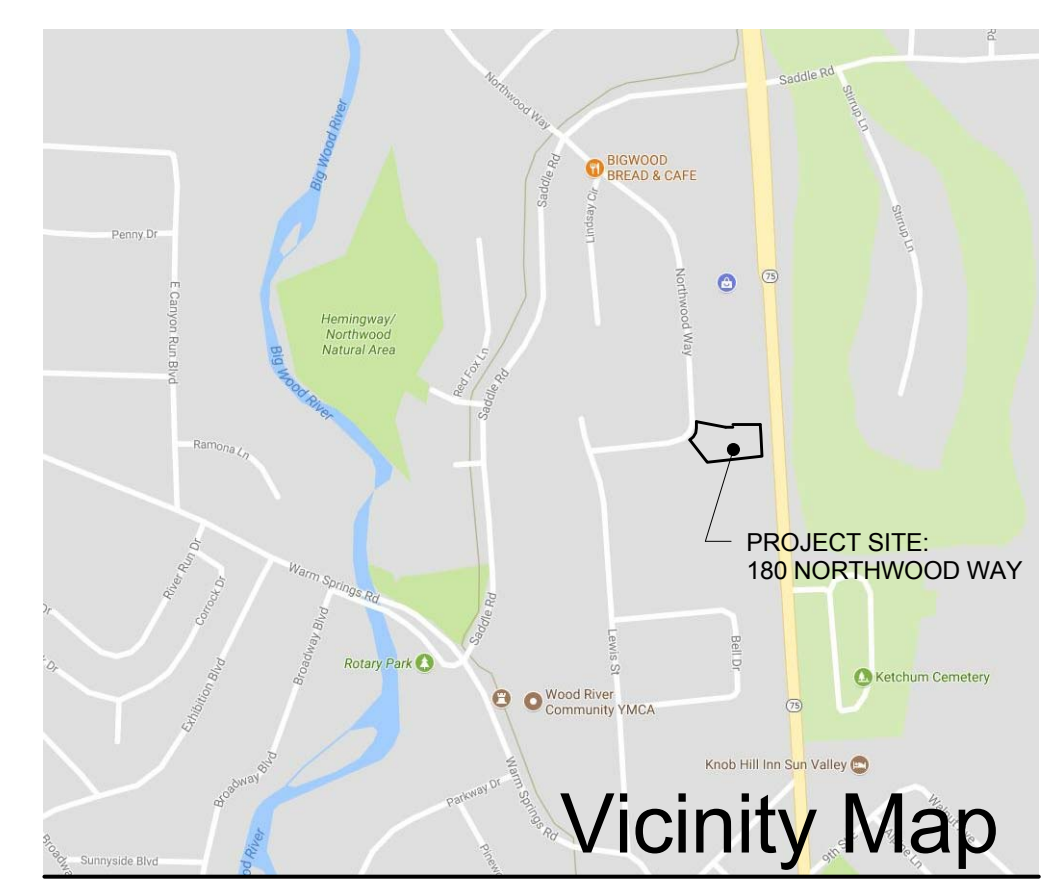
Attachment F:

Pre-Application Design Review plan set, dated August 24, 2017



BUILDING INFORMATION CONSTRUCTION TYPE: V-B OCCUPANCY CLASSIFICATION: M, B, S-2	PARKING TABULATION RETAIL (1 PER 250 SF): 824/250 = 3 SPACES BUSINESS (1 PER 250 SF): 1,636/250 = 6 SPACES WAREHOUSE (1 PER EMPLOYEE) = 2 SPACES TOTAL PARKING REQUIRED: 11 SPACES TOTAL PARKING PROVIDED: 18 SPACES
AREA TABULATION MAIN FLOOR GROSS AREA: 6,952 SF LOT AREA: 30,905 SF COVERAGE: 22.4%	SNOW STORAGE PARKING AND PEDESTRIAN CIRCULATION AREA: 10,300 SF REQUIRED SNOW STORAGE (30%) = 3,090 SF SNOW STORAGE PROVIDED: 3,237 SF

ARCHITECTURAL SITE PLAN

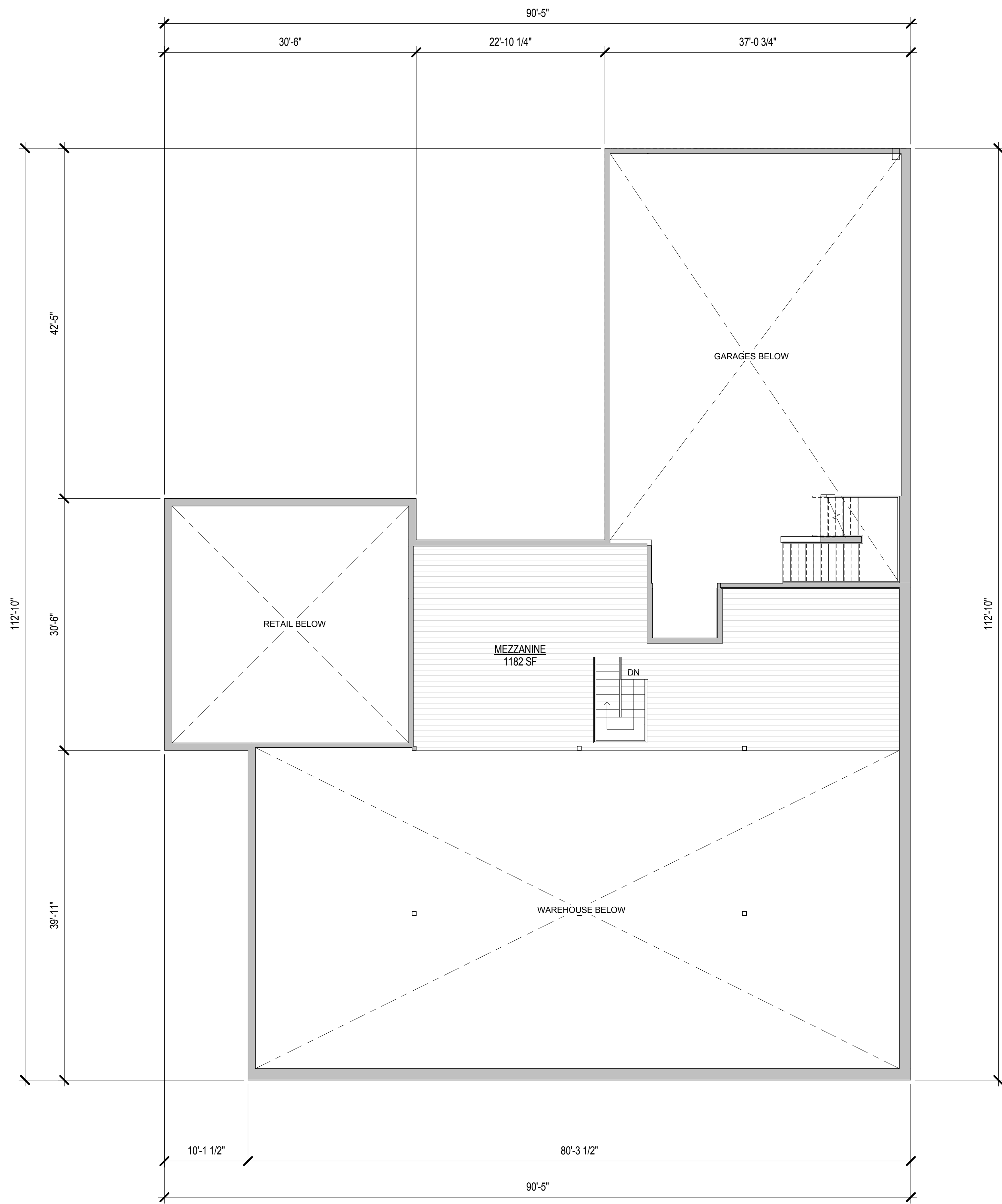


NORTHWOOD MIXED-USE

180 NORTHWOOD WAY
KETCHUM, IDAHO

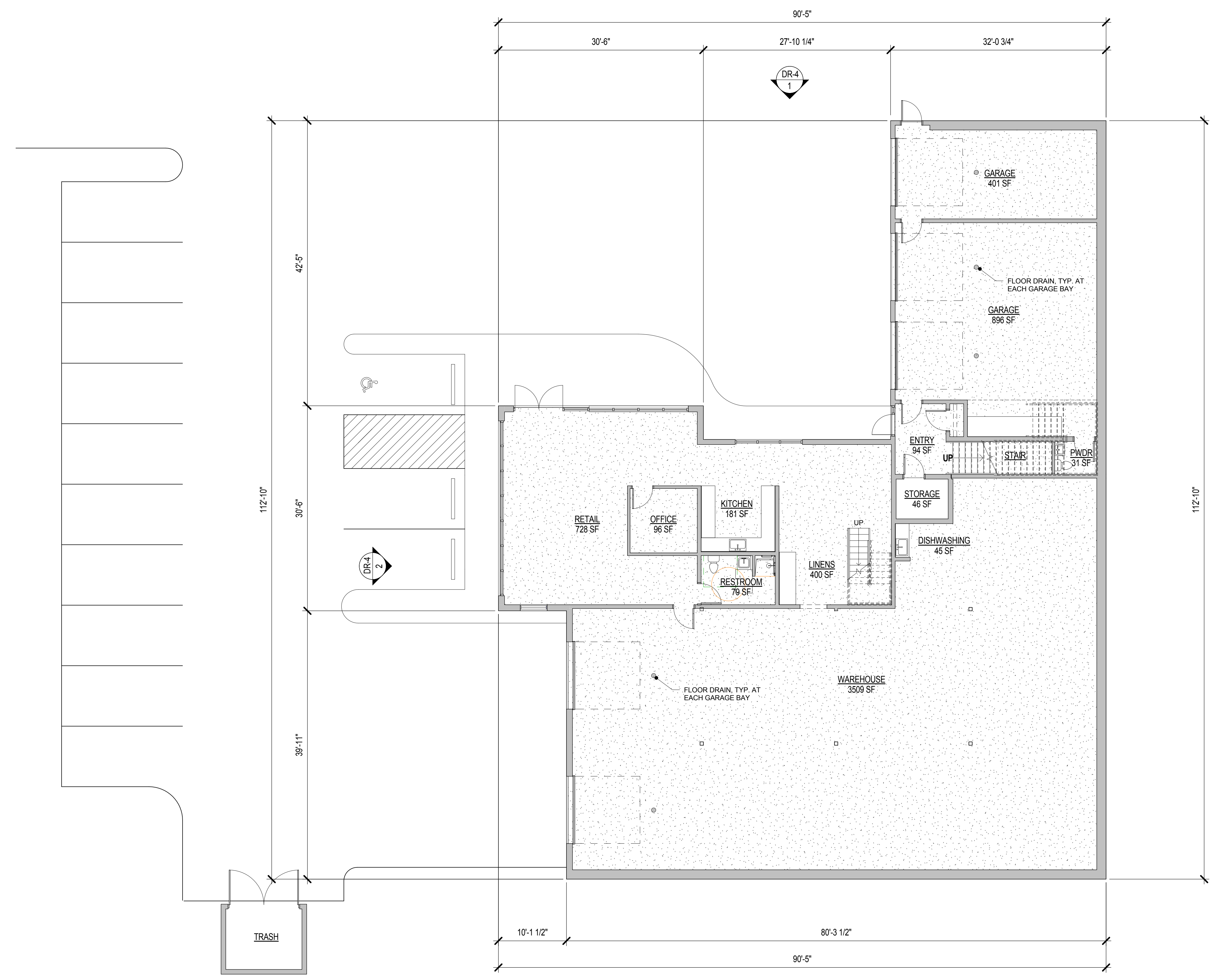
CITY OF KETCHUM PRE-APPLICATION DESIGN REVIEW SUBMITTAL
08/24/17





AREA TABULATION
 MEZZANINE FLOOR GROSS AREA: 1,241 SF
 MEZZANINE FLOOR NET AREA: 1,182 SF

MEZZANINE FLOOR PLAN



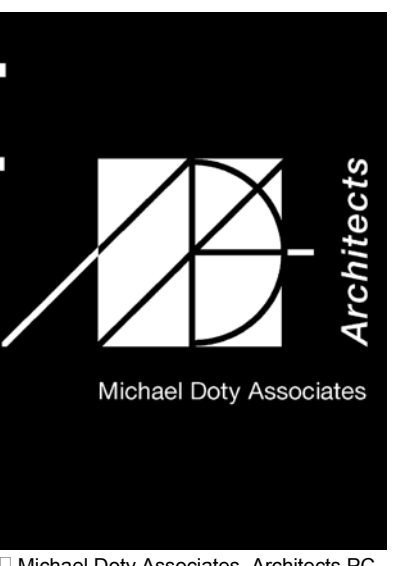
AREA TABULATION
 MAIN FLOOR GROSS AREA: 6,952 SF
 MAIN FLOOR NET AREA: 5,099 SF

MAIN FLOOR PLAN

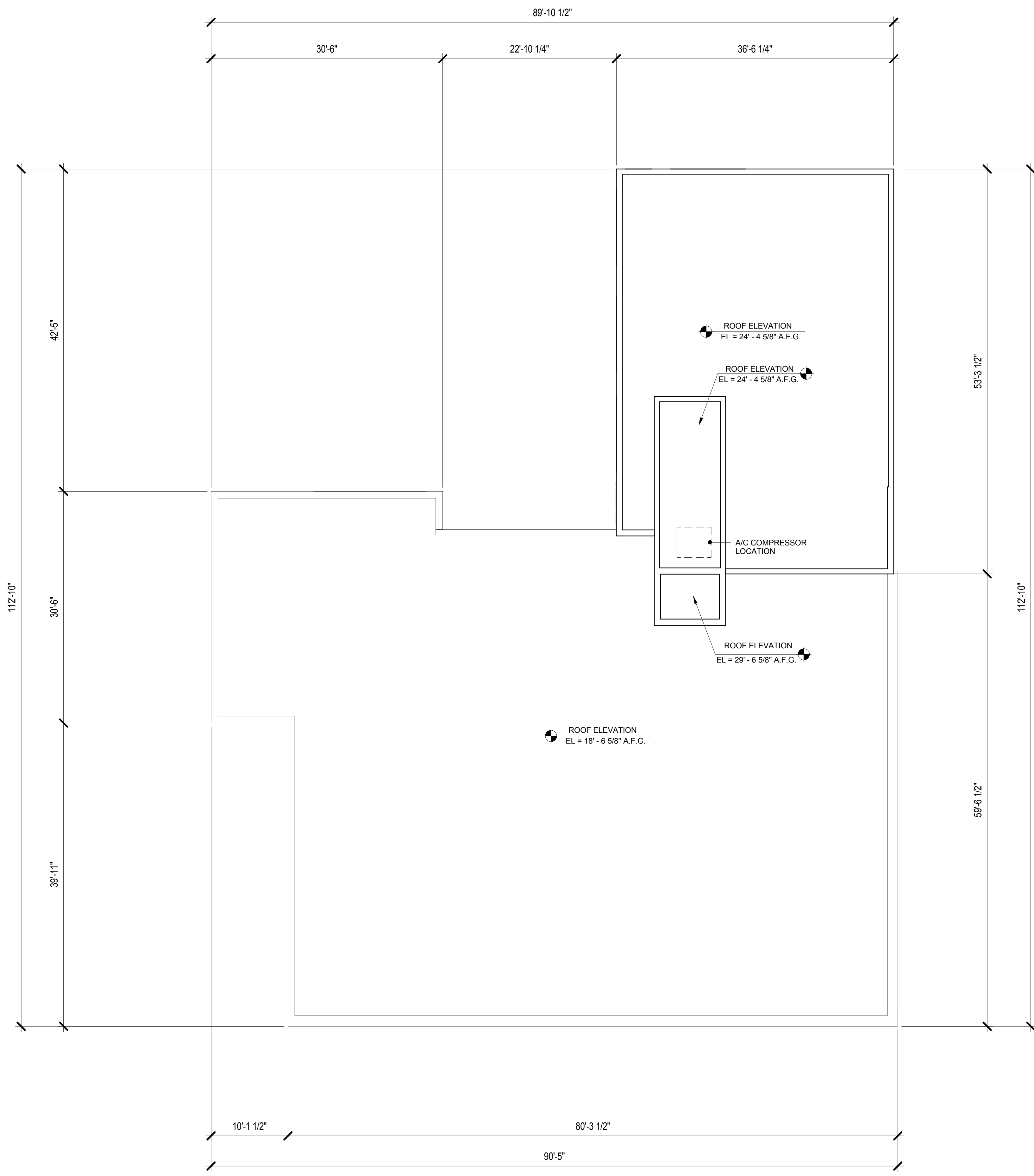
NORTHWOOD MIXED-USE

180 NORTHWOOD WAY
 KETCHUM, IDAHO

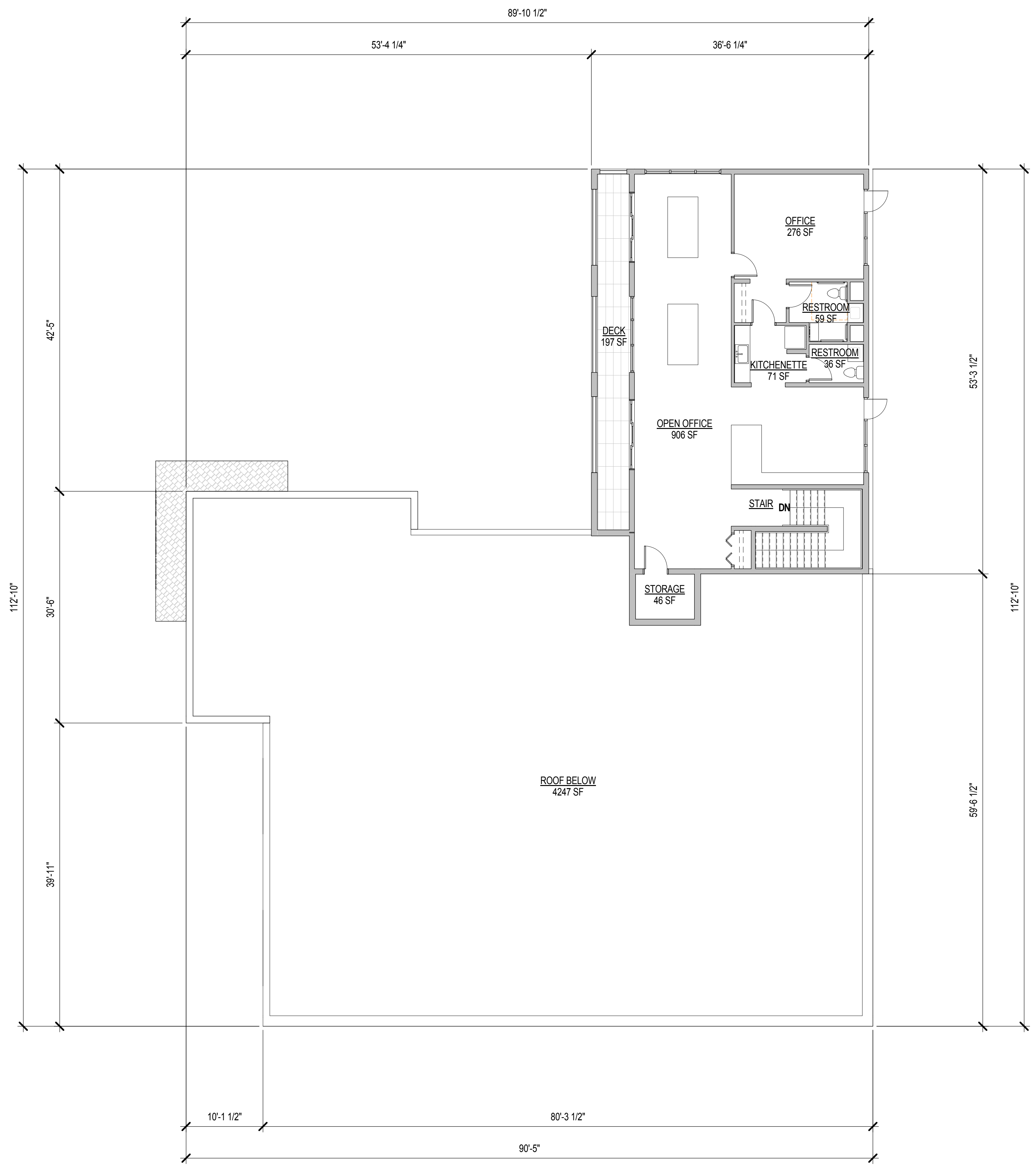
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ROOF PLAN



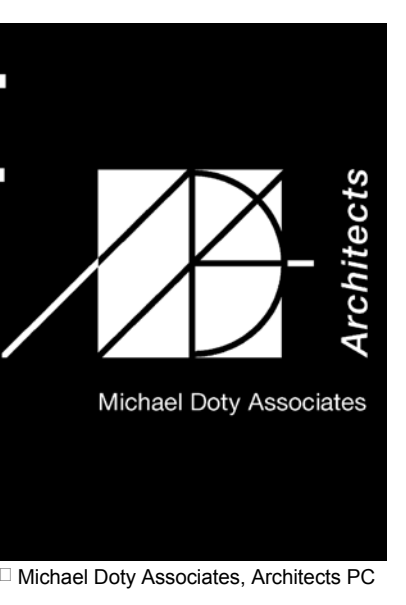
SECOND FLOOR

AREA TABULATION	
SECOND FLOOR GROSS AREA:	1,984 SF
SECOND FLOOR NET AREA:	1,496 SF

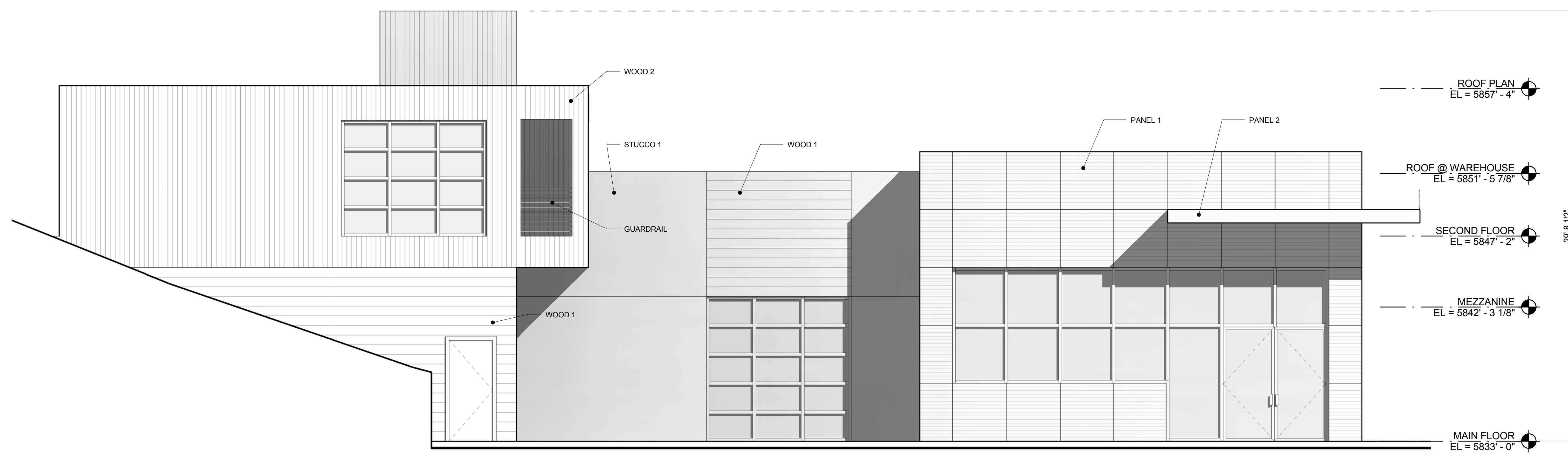
NORTHWOOD MIXED-USE

180 NORTHWOOD WAY
KETCHUM, IDAHO

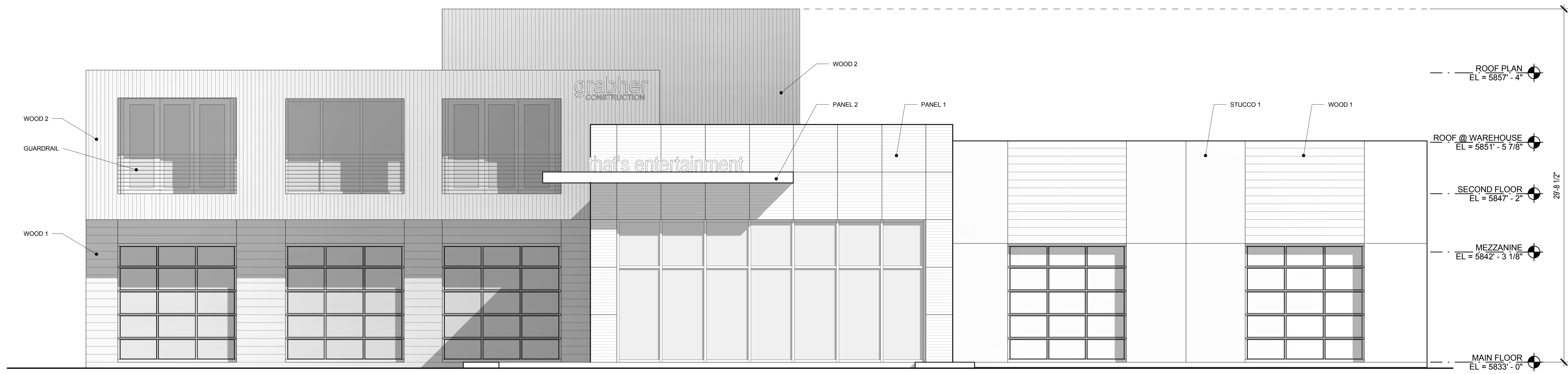
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NORTH ELEVATION



WEST ELEVATION

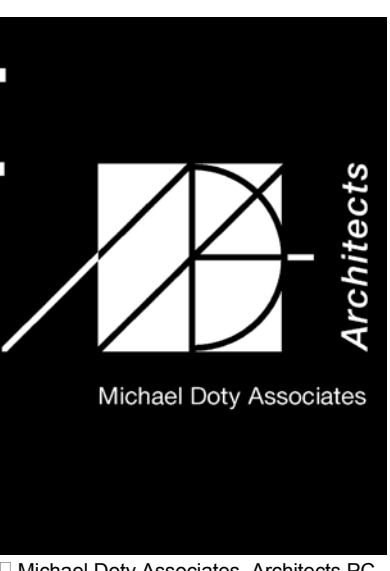
EXTERIOR MATERIALS MATRIX
 STUCCO 1: ANTIQUE WHITE, SMOOTH TROWEL (COLOR TO MATCH S&C WINES BUILDING)
 WOOD 1: MONTANA TIMBER PRODUCTS - CHARWOOD EBONY, 8" WIDE
 WOOD 2: MONTANA TIMBER PRODUCTS - CHARWOOD EBONY, 4" WIDE
 PANEL 1: STONEWOOD PANEL - STONEWOOD COSMIC STRANDZ
 PANEL 2: STONEWOOD PANEL - STONEWOOD SELECT SATIN STAINLESS
 GUARDRAIL: 1/2"x5" HORIZONTAL STEEL BAR STOCK @ 4" O.C.
 EXTERIOR LIGHT FIXTURES: DARK SKY COMPLIANT, SPEC & LOCATIONS TBD



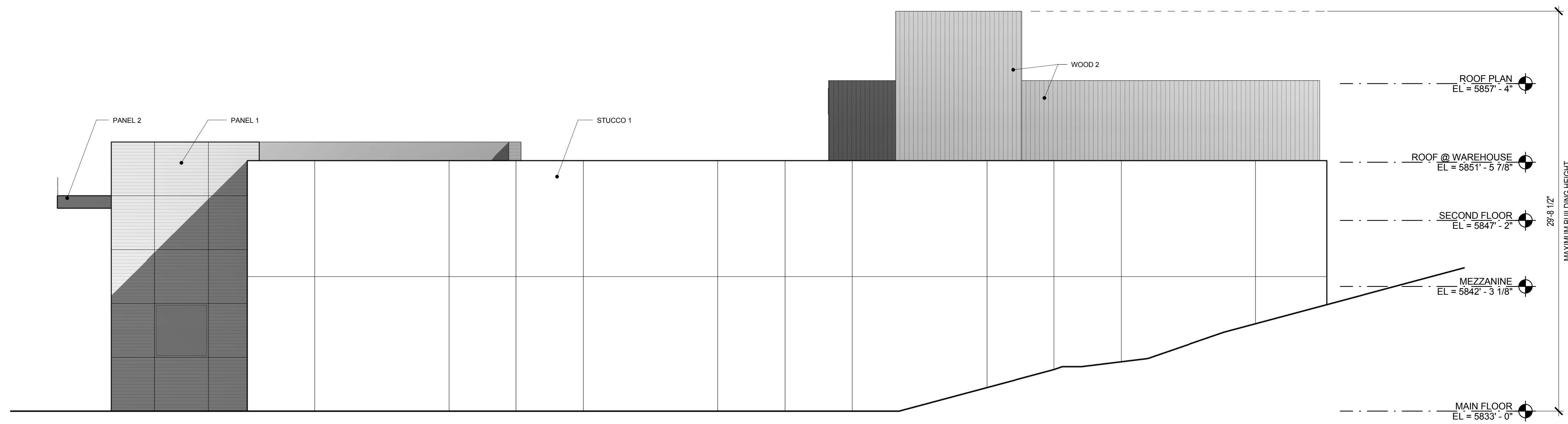
NORTHWOOD MIXED-USE

180 NORTHWOOD WAY
 KETCHUM, IDAHO

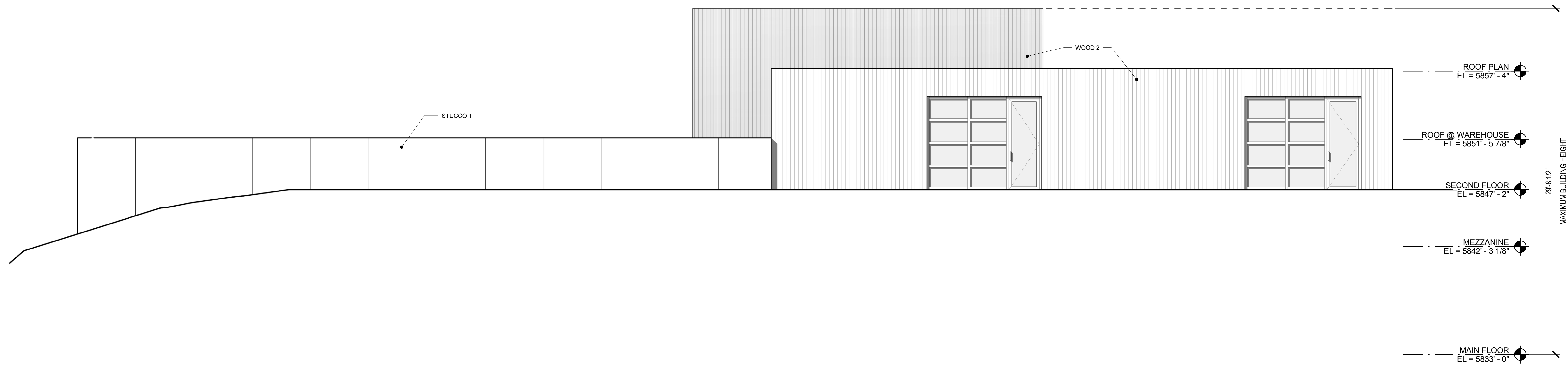
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Michael Doty Associates
 Architects
 Michael Doty Associates, Architects PC



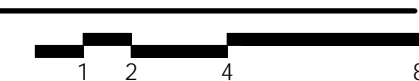
SOUTH ELEVATION



EAST ELEVATION

EXTERIOR MATERIALS MATRIX

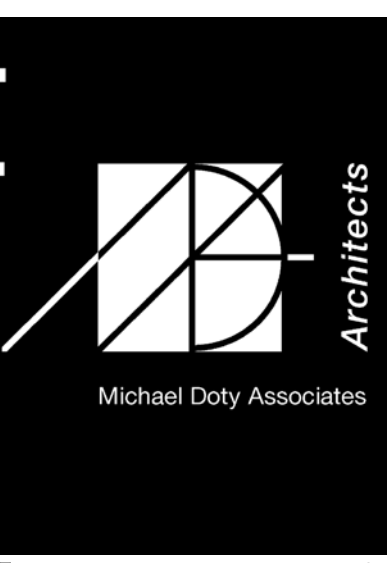
- STUCCO 1: ANTIQUE WHITE, SMOOTH TROWEL (COLOR TO MATCH S&C WINES BUILDING)
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- EXTERIOR LIGHT FIXTURES: DARK SKY COMPLIANT, SPEC & LOCATIONS TBD



NORTHWOOD MIXED-USE

180 NORTHWOOD WAY
KETCHUM, IDAHO

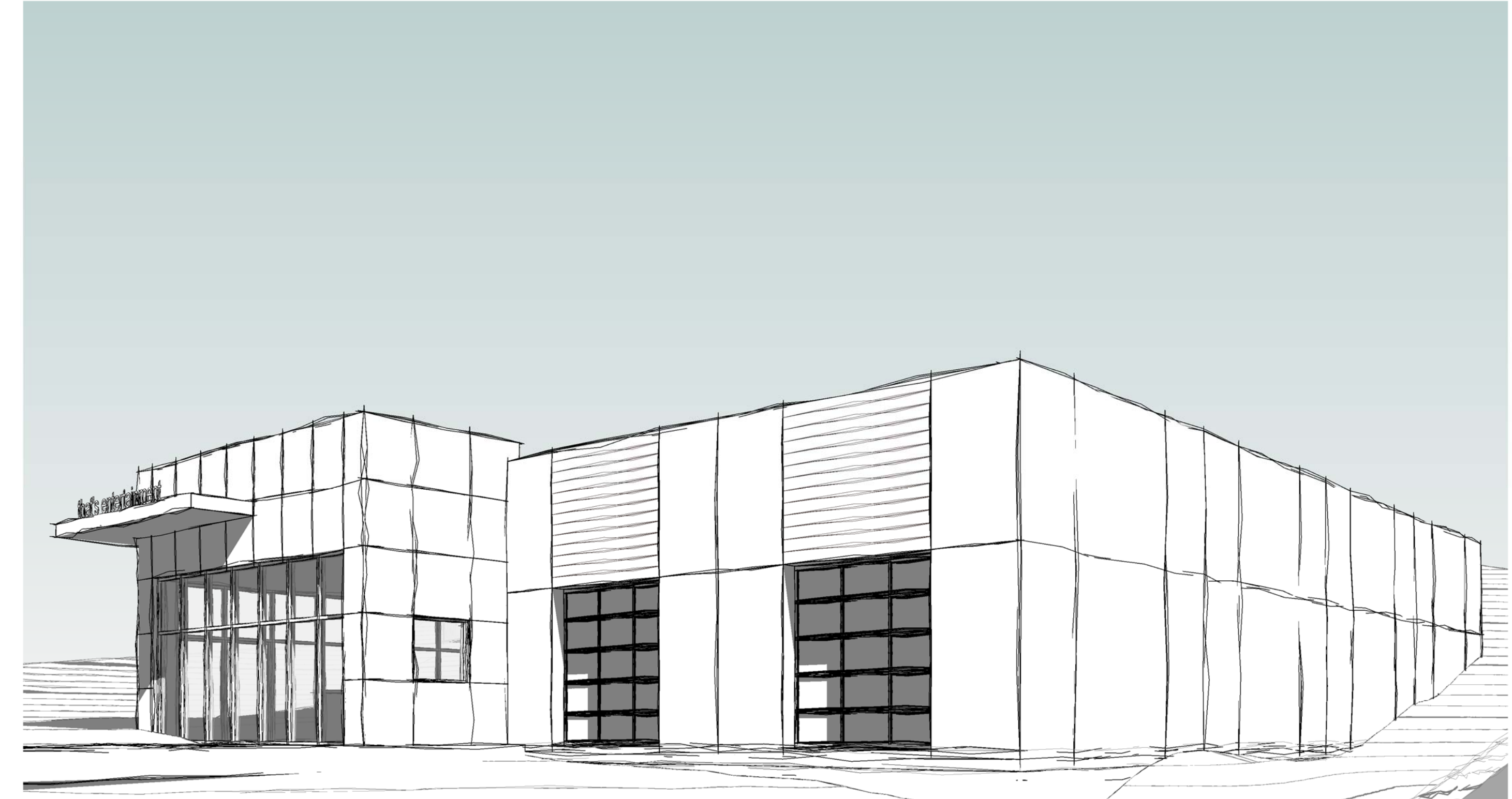
CITY OF KETCHUM PRE-APPLICATION DESIGN REVIEW SUBMITTAL
08/24/17



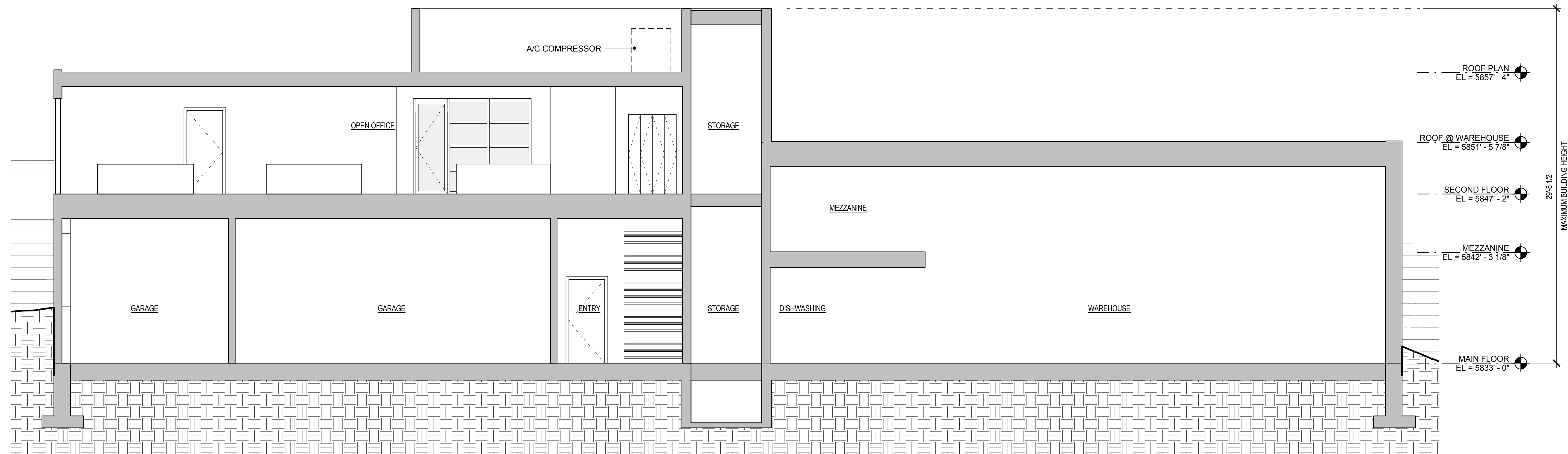
Michael Doty Associates, Architects PC



PERSPECTIVE FROM NORTH



PERSPECTIVE FROM SOUTH

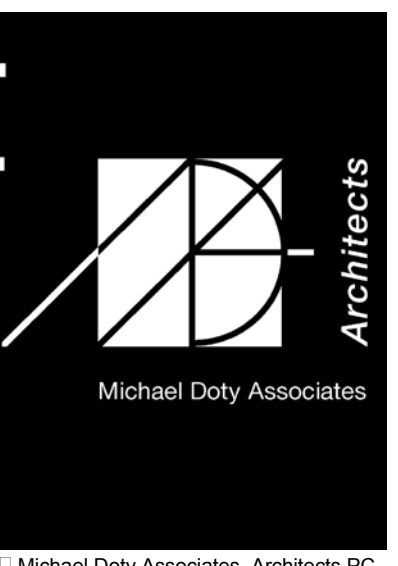


BUILDING SECTION

NORTHWOOD MIXED-USE

180 NORTHWOOD WAY
KETCHUM, IDAHO

CITY OF KETCHUM PRE-APPLICATION DESIGN REVIEW SUBMITTAL
08/24/17



City Code	City Standards and Comments
17.96.060(A)(1) Streets	The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.
Comments	<i>Applicant will provide and be responsible for all costs of connections from the existing city street to the development.</i>
17.96.060(A)(2) Streets	All street designs shall be approved by the City Engineer.
Comments	<i>N/A</i>
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.
Comments	<i>The applicant will demolish and replace sidewalks at Northwood Way as required by the Public Works Department.</i>
17.96.060 (B)(2)c	Sidewalk width shall conform to the City's right-of-way standards, however the City Engineer may reduce or increase the sidewalk width and design standard requirements at their discretion.
Comments	<i>Sidewalk width will conform to the City's right of way standards.</i>
17.96.060 (B)(3)	Sidewalks may be waived if one of the following criteria is met: <ul style="list-style-type: none"> a. The project comprises an addition of less than 250 square feet of conditioned space. b. The City Engineer finds that sidewalks are not necessary because of existing geographic limitations, pedestrian traffic on the street does not warrant a sidewalk, or if a sidewalk would not be beneficial to the general welfare and safety of the public.
Comments	<i>N/A. Applicant is not seeking a waiver for sidewalk improvements.</i>
17.96.060 (B)(4)	The length of sidewalk improvements constructed shall be equal to the length of the subject property line(s) adjacent to any public street or private street.
Comments	<i>Applicant will provide sidewalk improvements equal to the length of the subject property lines adjacent to public streets.</i>
17.96.060 (B)(5)	New sidewalks shall be planned to provide pedestrian connections to any existing or future sidewalks adjacent to the site. In addition, sidewalks shall be constructed to provide safe pedestrian access to and around a building.
Comments	<i>Sidewalks will connect to existing sidewalks along Northwood Way.</i>
17.96.060 (B)(6)	The City may approve and accept voluntary cash contributions in-lieu of the above described improvements, which contributions must be segregated by the City and not used for any purpose other than the provision of these improvements. The contribution amount shall be one hundred ten percent (110%) of the estimated costs of concrete sidewalk and drainage improvements provided by a qualified contractor, plus associated engineering costs, as approved by the City Engineer. Any approved in-lieu contribution shall be paid before the City issues a certificate of occupancy.
Comments	<i>N/A. Applicant will provide sidewalk improvements.</i>
17.96.060(C)(1)	All storm water shall be retained on site.
Comments	<i>On-site storm water shall be directed to internal roof drains, drain leaders, and trench drain grates and connected to a dry well to be retained on site.</i>
17.96.060(C)(2)	Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.
Comments	<i>Applicant will provide drainage improvements equal to the length of the subject property lines adjacent to public streets.</i>
17.96.060(C)(3)	The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.
Staff Comments	<i>Drainage will be reviewed by and coordinated with Steve Butler, PE.</i>
17.96.060(C)(4)	Drainage facilities shall be constructed per City standards.
Staff Comments	<i>Final design of drainage facilities will be constructed per City Standards.</i>
17.96.060(D)(1)	All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.

<i>Staff Comments</i>	<i>Applicant will provide all utilities necessary for the development.</i>
17.96.060(D)(2)	Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.
<i>Staff Comments</i>	<i>Applicant will work with utility companies to meet City Standards.</i>
17.96.060(D)(3)	When extension of utilities is necessary all developers will be required to pay for and install two (2") inch SDR11 fiber optical conduit. The placement and construction of the fiber optical conduit shall be done in accordance with city of Ketchum standards and at the discretion of the City Engineer.
<i>Staff Comments</i>	<i>If extension of utilities is required, the applicant will install and pay for two 2-inch SDR11 fiber optic conduits in accordance with City of Ketchum standards, and at the discretion of the City Engineer.</i>
17.96.060(E)(1)	The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.
<i>Comments</i>	<i>The applicant is proposing materials, colors, and signing that we believe will complement the townscape, surrounding neighborhoods, and adjacent structures. An exterior materials board will be included in the design review submission materials.</i>
17.96.060(E)(2)	Preservation of significant landmarks shall be encouraged and protected, where applicable. A significant landmark is one which gives historical and/or cultural importance to the neighborhood and/or community.
<i>Comments</i>	<i>N/A</i>
17.96.060(E)(3)	Additions to existing buildings, built prior to 1940, shall be complementary in design and use similar material and finishes of the building being added to.
<i>Comments</i>	<i>N/A</i>
17.96.060(F)(1)	Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.
<i>Comments</i>	<i>The building will provide unobstructed access to the nearest sidewalk through the parking lot. The entries for both tenants are clearly defined with glazed storefront systems to delineate them from the balance of the material palette. An entry canopy with signage for the main tenant further exaggerates the main entry element.</i>
17.96.060(F)(2)	The building character shall be clearly defined by use of architectural features.
<i>Comments</i>	<i>Varying materials and undulations in massing define the separate uses and occupancies of the building.</i>
17.96.060(F)(3)	There shall be continuity of materials, colors and signing within the project.
<i>Comments</i>	<i>The building's material and color palette utilizes durable, maintenance free materials and clean lines, while seeking to complement the material palette of the existing adjacent structure to the north.</i>
17.96.060(F)(4)	Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.
<i>Comments</i>	<i>Accessory structures and landscaping will complement and draw materials and colors from the main building.</i>
17.96.060(F)(5)	Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.
<i>Comments</i>	<i>Varying materials and undulations in massing define the separate uses and occupancies of the building.</i>
17.96.060(F)(6)	Building(s) shall orient towards their primary street frontage.
<i>Comments</i>	<i>The overall building and both entries orient toward Northwood Way.</i>
17.96.060(F)(7)	Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.
<i>Comments</i>	<i>Garbage storage will be located toward the south end of the parking area, and will be screened from view with a complementary accessory structure.</i>
17.96.060(F)(8)	Building design shall include weather protection which prevents water to drip or snow to slide on areas where pedestrians gather and circulate or onto adjacent properties.

<i>Comments</i>	<i>All proposed roof elements are flat roofs which will be drained internally. Pedestrians will be sheltered at exterior doorways by canopies and/or overhangs.</i>
17.96.060(G)(1)	Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.
<i>Comments</i>	<i>Pedestrian access via existing sidewalks will connect to the parking area, giving access to the building.</i>
17.96.060(G)(2)	Awnings extending over public sidewalks shall extend five (5') feet or more across the public sidewalk but shall not extend within two (2') feet of parking or travel lanes within the right of way.
<i>Comments</i>	<i>N/A</i>
17.96.060(G)(3)	Traffic shall flow safely within the project and onto adjacent streets. Traffic includes vehicle, bicycle, pedestrian and equestrian use. Consideration shall be given to adequate sight distances and proper signage.
<i>Comments</i>	<i>Traffic flow to and from the site will be through an existing, but enlarged curb cut. Sight lines will be addressed if needed to meet city standards.</i>
17.96.060(G)(4)	Curb cuts and driveway entrances shall be no closer than twenty (20') feet to the nearest intersection of two or more streets, as measured along the property line adjacent to the right of way. Due to site conditions or current/projected traffic levels or speed, the City Engineer may increase the minimum distance requirements.
<i>Comments</i>	<i>The site is not adjacent to an intersection. The driveway entrance will be well away from the nearest street intersection.</i>
17.96.060(G)(5)	Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.
<i>Comments</i>	<i>The applicant has coordinated requirements with Clear Creek Disposal so that the location of the trash enclosure will allow the trash truck unobstructed access. Emergency vehicles, snow plows, and service vehicles will have to access the site from the right-of-way.</i>
17.96.060(H)(1)	Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.
<i>Comments</i>	<i>Snow storage will be as depicted on the architectural site plan, and will conform the City's requirements.</i>
17.96.060(H)(2)	Snow storage areas shall be provided on site.
<i>Comments</i>	<i>Snow storage will be as depicted on the architectural site plan, and will conform the City's requirements.</i>
17.96.060(H)(3)	A designated snow storage area shall not have any dimension less than five (5') feet and shall be a minimum of twenty five (25) square feet.
<i>Comments</i>	<i>Snow storage will be as depicted on the architectural site plan, and will conform the City's requirements.</i>
17.96.060(H)(4)	In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.
<i>Comments</i>	<i>Snow storage will be as depicted on the architectural site plan, and will conform the City's requirements.</i>
17.96.060(I)(1)	Landscaping is required for all projects.
<i>Comments</i>	<i>Landscape plans will be included with the design review submission materials.</i>
17.96.060(I)(2)	Landscape materials and vegetation types specified shall be readily adaptable to a site's microclimate, soil conditions, orientation and aspect, and shall serve to enhance and complement the neighborhood and townscape.
<i>Comments</i>	<i>Landscape plans will be included with the design review submission materials.</i>
17.96.060(I)(3)	All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.
<i>Comments</i>	<i>Landscape plans will be included with the design review submission materials.</i>
17.96.060(I)(4)	Landscaping shall provide a substantial buffer between land uses, including, but not limited to, structures, streets and parking lots. The development of landscaped public courtyards, including trees and shrubs where appropriate, shall be encouraged.

<i>Comments</i>	<i>Landscape plans will be included with the design review submission materials.</i>
17.96.060(J)(1)	Where sidewalks are required, pedestrian amenities shall be installed. Amenities may include, but are not limited to, benches and other seating, kiosks, bus shelters, trash receptacles, restrooms, fountains, art, etc. All public amenities shall receive approval from the Public Works Department prior to design review approval from the Commission.
<i>Comments</i>	<i>N/A</i>