



**PLANNING AND ZONING COMMISSION AGENDA**

**Monday, February 13, 2017**

**Ketchum City Hall**

**480 East Avenue North, Ketchum, ID 83340**

1. **5:00 PM SITE VISIT: 820 Walnut Avenue, Ketchum, Idaho**
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. 820 Walnut Avenue, Ketchum, Idaho (Ketchum Lot 2 Block 93 8250 SF): The Commission will consider and take action on an application for a Mountain Overlay Design Review application for the remodel and addition to a single-family residence.
  - b. Knudson Conditional Use Permit 491 East 10<sup>th</sup> Street, Ketchum, Idaho (Tenth St Light Industrial Complex, Building A Unit 1): The Commission will consider and take action on an application for a Conditional Use Permit application for a live-work studio.
  - c. Minor changes to the Design Review and Floodplain chapters of the municipal zoning code: City-initiated text amendments to the City of Ketchum Municipal Code to amend Title 17 - Zoning Regulations, Chapter 17.96, Design Review, and Chapter 17.88, Floodplain Management Overlay Zoning District (FP) in order to permit administrative review of developments meeting specified criteria.
  - d. Ordinance Adoption Discussion
  - e. Dark Sky Ordinance Discussion
5. CONSENT CALENDAR
  - a. Minutes: January 9, 2017
  - b. Bracken Station Conditional Use Permit: Findings
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  
REGULAR MEETING OF February 13<sup>th</sup>, 2017

**PROJECT:** Cutter Residence

**FILE NUMBER:** #17-003

**OWNERS:** Ed and Susan Cutter

**REPRESENTATIVE:** Anderson Architecture P.A.

**REQUEST:** Mountain Overlay Design Review approval for a remodel to an existing single-family residence located in the Limited Residential zoning district (LR).

**LOCATION:** 820 Walnut Ave (Lot 2, block 93, Ketchum Townsite, Ketchum, Idaho)

**ZONING:** Limited Residential (LR)

**OVERLAY:** Mountain Overlay

**NOTICE:** Notice was mailed to Property owners within 300-foot radius of subject property on January 20<sup>th</sup>, 2017. Notice was posted in three public City locations on January 20<sup>th</sup>, 2017.

**REVIEWER:** Carl Anderson, Associate Planner

INTRODUCTION

The subject property is located in the Limited Residential (LR) zoning district and within the Mountain Overlay zone. The site contains one existing single-family residence, 820 Walnut Avenue (Eighth & Washington Bldg. Condo; Lot 2A, Block 22 Ketchum Townsite). The applicant is proposing to remodel and add to the existing structure, which was constructed in 1953, prior to the city's incorporation and adoption of zoning regulations. All new construction will occur within the permitted height and setbacks for the site. The remodeled portion of the building will not encroach further into the existing nonconforming setbacks.

ANALYSIS

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.

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. Design Review approval may be granted by the Commission only if the applicant demonstrates that:

1. The project does not jeopardize the health, safety or welfare of the public.
2. The project conforms to all applicable standards and criteria as set forth in this chapter, 17.96: Design Review, and any other standards as adopted or amended by the City of Ketchum from time to time.

As demonstrated in Attachment D, staff believes the applicant has addressed all of the Design Review standards. Should the Commission agree the Commission may allow the applicant to move forward with Design Review and may attach additional conditions to approval as it determines necessary to ensure the health, safety, or welfare of the public. All conditions must cite the appropriate standard for imposing such condition. Such conditions include, but are not limited to:

1. Ensuring compliance with applicable standards.
2. Requiring conformity to approved plans and specifications.
3. Requiring security for compliance with the terms of the approval.
4. Minimizing adverse impact on other development.
5. Controlling the sequence, timing and duration of development and ongoing maintenance.
6. Requiring more restrictive standards than those generally found in the Ketchum Municipal Code.

#### STAFF RECOMMENDATION

Staff recommends approval of the application and supporting plans as presented.

#### COMMISSION OPTIONS

1. **Denial of the Application:** "Motion to deny the application from owners Ed and Susan Cutter and representative Anderson Architecture P.A. for the Mountain Overlay Design Review application for the remodel and addition to the existing residential located at 820 Walnut Ave., finding the application **does not** meet the standards for approval under Chapter 17.104 of Ketchum Zoning Code Title 17, for the following reasons: [cite findings for denial]."

2. **Approval of the Application:** “Motion to approve the application from owners Ed and Susan Cutter and representative Anderson Architecture P.A. for the Mountain Overlay Design Review application, finding the application meets the standards for approval under Chapter 17.96 of Ketchum Zoning Code Title 17 with the following conditions: [insert conditions of approval here]”
3. **Continuation of the Application:** “Motion to continue the application from owner owners Ed and Susan Cutter and representative Anderson Architecture P.A. 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 departmental conditions as described in Table 1.
2. All building and fire code requirements as dictated by 2012 family of international building codes shall apply to all construction onsite.
3. Per Title 17, Section 17.96.090: TERM OF APPROVAL: The term of design review approval shall be twelve (12) months from the date that findings of fact, conclusions of law and decision are adopted by the Commission or upon appeal, the date the approval is granted by the Council subject to changes in zoning regulations;
4. This Mountain Overlay Design Review approval is based on representations made and other components of the application presented and approved at the meeting on February 13<sup>th</sup>, 2017;
5. Design Review elements shall be completed prior to final inspection/occupancy;
6. 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;
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 final driveway design shall be reviewed and approved by the City Streets Department and City Engineer; and
9. The applicant will coordinate with the City Utilities Department to address any issues with the water service line size prior to the issuance of a building permit.

#### ATTACHMENTS:

- A. Table 1. Requirements for All Applications
- B. Table 2. Zoning Standards Analysis
- C. Table 3. Standards for Mountain Overlay Design Review
- D. Table 4. Design Review Standards
- E. Application
- F. Plans
- G. Exterior Lighting
- H. Revised Grading Plan (L-2)
- I. Assessment of Existing Residential Structure
- J. Correspondence from staff verifying height and setback calculations

**Attachment A.**  
**Table 1: Requirements for All Applications**

City Department Comments			
		City Standards and Staff Comments	
Compliant		City Code	17.96.040
Yes	No	N/A	Complete Application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>Police Department:</b> None at this time.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>Fire Department:</b> The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances.</p> <p><b>IF</b> 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 access to any building. A <b>minimum</b> twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times.</p> <p>An approved access roadway per 2012 International Fire Code Appendix D (<a href="http://www.ketchumfire.org">www.ketchumfire.org</a>) shall be installed prior to any combustible construction on the site. The road shall be a minimum of twenty (20) feet in width and capable of supporting an imposed load of at least 75,000 pounds. The road must be an all weather driving surface maintained free, clear, and unobstructed at all times. Grades shall not exceed 7%.</p> <p>Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building. <b>(This home will require four (4), 5 lbs. fire extinguishers).</b> 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 required installations by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance. A Final Inspection Checklist can be found at <a href="http://www.ketchumfire.org">www.ketchumfire.org</a>.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>City Engineer:</b> Sidewalks are not required.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>Streets:</b> We are willing to move forward with current plans, however the applicant may be required to modify drainage plans when the snow melts and the site is reviewed by Streets.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>Utilities:</b> Utilities has no comments for D/R. There is an issue with water service line size that will need to be addressed in the permitting process.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>Parks/Arborist:</b> None at this time.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>Building:</b> None at this time.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>Planning and Zoning:</b> Comments are denoted throughout the staff report.</p>

**Attachment B.**  
**Table 2: Zoning Standards Analysis**

Compliance with Zoning Standards				
Compliant			Standards and Staff Comments	
Yes	No	N/A	Guideline	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	<b>Lot Area</b>
			<i>Staff Comments</i>	<p><b>Required:</b> 9,000 square foot minimum.  <b>Existing:</b> The lot is 0.189 acres or 8,232.84 square feet.                      The lot, which was platted prior to the adoption of the city's first zoning code, has an existing non-conforming lot area.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030 & 17.128.020.C	<b>Setbacks and Supplementary Yard Requirements</b>
			<i>Staff Comments</i>	<p>The existing building has a non-conforming front setback from the western property line and non-conforming side setbacks from both the north and south sides of the property, based on the height of the existing building. The existing setback from the front of the property (N Walnut Ave.) is non-conforming at 4'-5"; this existing setback will be maintained. The existing side yard setbacks are 4'- 7 1/4" (N) and 10'- 8 3/8" (S), respectively.</p> <p>The required rear setback in the LR zone is 20' and the proposed rear setback is 41'.</p> <p>The non-conforming setbacks for the portions of the existing structure that will be remodeled will be maintained. All newly constructed additions will conform to the setbacks required currently by the zoning code.</p> <p><b>Front (West Elevation)</b>                      Required: 15'-0"                      Existing non-conforming: 4'- 5"                      Proposed: 4'- 5"</p> <p><b>Side (North Elevation)</b>                      Required: The greater of 1' for every 2' in building height, or 10' (14'-11.22")                      Existing non-conforming: 4'- 7 1/4"                      Proposed addition: 14'-11.34"</p> <p><b>Side (South Elevation)</b>                      Required: The greater of 1' for every 2' in building height, or 10' (14'-11.22")                      Existing non-conforming: 10'- 8 3/8"                      Proposed addition: 14'-11.38"</p> <p><b>Rear (East Elevation)</b>                      Required: 20' -0"                      Existing: 53'-6"                      Proposed addition: 41' - 0"</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	<b>Building Coverage</b>
			<i>Staff Comments</i>	<p><b>Permitted:</b> 35%  <b>Proposed:</b> 35%                      The lot is 8,232.84 square feet and the building footprint is 2,879.11 square feet.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	<b>Building Height</b>
			<i>Staff Comments</i>	<p><b>Permitted:</b>                      Maximum <b>building height permitted in the LR zoning district is thirty-five feet (35')</b>. A five foot (5') increase in height is permitted when the maximum vertical distance from the lowest exposed finished floor to the highest point of the roof shall be no more than five feet (5') greater than the maximum height permitted in the zoning district.</p>

				<p><i>Height of building: The greatest vertical distance measured at any point from the roof to natural, existing, or finished grade, whichever is lowest. This building height provision shall apply to parapets, boston roofs and any other portion of a building roof, but shall not apply to flagpoles, lighting rods, weather vanes, antennas or chimneys.</i></p> <p><b>Existing:</b> <i>The height of the existing residence is 29'-10 ¾".</i></p> <p><b>Proposed:</b> <i>The height of the proposed residence is 30'-10 ¾".</i></p> <p><i>Note: The existing height was used to determine the required setbacks for the site, due to the nature of the construction and difficulty surrounding the existing slope of the driveway, the height of the structure will measure 1' taller when measured from proposed finished grade. See correspondence with staff attached to the staff report.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.030.H	<p><b>Curb Cut</b></p> <p><b>Required:</b> <b>17.125.030: Off Street Parking Space</b> <i>H. A maximum of thirty five percent (35%) of the linear footage of any street frontage can be devoted to access to off-street parking.</i></p> <p><b>Proposed:</b> <i>The applicant is proposing to retain the existing non-conforming 20' curb cut, which equates to 36% of the street frontage of the 55' wide lot.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.020.A.2 & 17.125.050	<p><b>Parking Spaces</b></p> <p><b>Required:</b> <i>The off street parking standards apply when an existing structure or use is expanded or enlarged. Additional off street parking spaces shall be required only to serve the enlarged or expanded area, not the entire building or use.</i> <i>Dwelling, One-family: 1.5 spaces per dwelling unit</i></p> <p><b>Proposed:</b> <i>The applicant is proposing 3 parking spaces contained within the garage.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.18.020, 17.12.020, & 17.08.020	<p><b>Zoning Matrix &amp; Definitions</b></p>
			Staff Comments	<p>17.18.020 - A. <b>Purpose.</b> <i>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.</i></p> <p>17.08.020 – Definitions <b>Dwelling, One-Family:</b> <i>A detached building containing a single dwelling unit used by one family for Residential Occupancy, having not less than one bathroom.</i> <b>Proposed:</b> <i>The applicant is proposing to expand the existing single-family residential use.</i></p> <p>17.12.020 (A) Zoning Use Matrix <b>Overlay Districts.</b> <i>Regardless of whether the District Use Matrix lists a use type as permitted, permitted with approval of a conditional use permit or permitted as an accessory use to a principle use, the use type shall be further regulated and prohibited if listed as a prohibited use in any applicable overlay district.</i></p>

**Attachment C.**

**Table 3: Standards for Mountain Overlay Design Review**

<b>IMPROVEMENTS AND STANDARDS: 17.104.070 – Mountain Overlay Design Review:</b>				
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.				
<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>City Code</b>	<b>City Standards and Staff Comments</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (1)	<b>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;</b>
			<i>Staff Comments</i>	<i>The existing structure and proposed remodel and addition complies with this requirement, and 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.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (2)	<b>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;</b>
			<i>Staff Comments</i>	<i>The applicant will comply with this requirement throughout the construction process.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (3)	<b>Driveway standards as well as other applicable standards contained in chapter 12.04 of this code shall be met;</b>
			<i>Staff Comments</i>	<i>The proposed driveway will meet all driveway standards, as well as other applicable standards, prior to the issuance of a building permit. The applicant is working with the Streets Department to comply with all driveway standards.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (4)	<b>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;</b>
			<i>Staff Comments</i>	<i>The proposed reconstruction of the Cutter Residence complies with this requirement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.104.070 A (5)	<b>Significant rock outcroppings shall not be disturbed;</b>
			<i>Staff Comments</i>	<i>There are no significant outcroppings identified on site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (6)	<b>International building code (IBC) and international fire code (IFC) and Ketchum fire department requirements shall be met;</b>
			<i>Staff Comments</i>	<i>The applicant shall comply with all International building code (IBC) and international fire code (IFC) and Ketchum fire department requirements prior to the issuance of a certificate of occupancy.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (7)	<b>Public water and sewer service shall comply with the requirements of the city;</b>
			<i>Staff Comments</i>	<i>The applicant will coordinate with the Ketchum Utilities department prior to the issuance of a building permit to ensure that all water and sewer lines comply with the requirements of the city.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (8)	<b>Drainage shall be controlled and maintained to not adversely affect other properties;</b>
			<i>Staff Comments</i>	<i>The City Engineer has reviewed the proposed plans and has not expressed any concerns regarding site drainage. Site drainage is proposed onsite and will be inspected prior to issuance of a certificate of occupancy.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (9)	<b>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</b>



				<p><b>vegetation with appropriate species, on file with the Ketchum planning department. Revegetation outside of this clear zone should be harmonious with the surrounding hillsides;</b></p> <p><i>Staff Comments</i> The site contains minimum cuts for driveways in order to come into compliance with city standards and provide access to the residence. The existing curb cut is not being expanding and the applicant is coordinating with the City Streets Department to regrade the driveway. The applicant may need to make minor alterations to the proposed driveway upon receiving further direction for the Streets Department, prior to the issuance of a building permit. The existing grade of the site is maintained to a large extent.</p> <p>The applicant will irrigate the proposed landscape planting and the City Arborist does not have any concern with the proposed plant species, therefore staff does not have any concern with the lack of a thirty-foot (30') clear zone.</p> <p>Note: This is an original Ketchum Townsite lot that is fifty-five (55') wide, due to the location of the existing residence on the site, a 30' clear zone is not achievable.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (10)	<p><b>Are there other sites on the parcel more suitable for the proposed development in order to carry out the purposes of this section;</b></p> <p><i>Staff Comments</i> The applicant has utilized the area most suitable for development. The existing portion of the building, with non-conforming setbacks, will be remodeled entirely within the existing building envelope. The newly constructed additions will be constructed within setbacks currently required by the code.</p> <p>The existing portion of the building is sited nearest the property access at N. Walnut Ave. The largest setback will be from the rear property line, which is the steepest and highest elevation portion of the site.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (11)	<p><b>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;</b></p> <p><i>Staff Comments</i> The existing driveway is located to the front of the lot. The applicant has worked with the Public Works department to ensure that proposed driveway will not have a significant impact on drainage, snow and earthslide potential and erosion as it relates to the subject property and to adjacent properties.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (12)	<p><b>Utilities shall be underground;</b></p> <p><i>Staff Comments</i> The applicant is aware of this requirement and indicates that all of the onsite utilities will be placed underground.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (13)	<p><b>Limits of disturbance shall be established on the plans and protected by fencing on the site for the duration of construction;</b></p> <p><i>Staff Comments</i> The limits of disturbance include the majority of the lot because the project consists of remodeling and adding to an existing structure on a relatively small lot of a non-conforming lot size. The applicant has shown the proposed construction fence on the proposed landscape plan in order to mitigate disturbance.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (14)	<p><b>Excavations, fills and vegetation disturbance on hillsides not associated with the building construction shall be minimized; and</b></p> <p><i>Staff Comments</i> There are no proposed excavations or fills not associated with building construction. New retaining walls are indicated, on the proposed site plan, in all areas where excavation occurs.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.104.070 A (15)	<p><b>Preservation of significant landmarks shall be encouraged and protected, where applicable. A significant landmark is one which gives historical and/or cultural importance to the neighborhood and/or community.</b></p> <p><i>Staff Comments</i> No significant landmarks have been identified.</p>

Attachment D.

Table 4: Design Review Standards for all projects

Design Review Requirements IMPROVEMENTS AND STANDARDS: 17.96.060				
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(A)(1) Streets	<b>The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.</b>
			<i>Staff Comments</i>	<i>The property is currently served by an existing city street, N. Walnut Ave. The applicant will regrade and reconstruct the driveway accessing the city street in order to meet current city standards.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(A)(2) Streets	<b>All street designs shall be approved by the City Engineer.</b>
			<i>Staff Comments</i>	<i>The applicant has coordinated with the Public Works Director/ City Engineer on street design. The driveway and curb cut shall receive final approval from the city of Ketchum Streets Department and City Engineer before a building permit is issued.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(B)(1)	<b>All projects under 17.96.010(A) that qualify as a “Substantial Improvement” shall install sidewalks as required by the Public Works Department.</b>
			<i>Staff Comments</i>	<i>N/A</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060 (B)(2)c	<b>Sidewalk width shall conform to the City’s right-of-way standards, however the City Engineer may reduce or increase the sidewalk width and design standard requirements at their discretion.</b>
			<i>Staff Comments</i>	<i>N/A</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060 (B)(3)	<b>Sidewalks may be waived if one of the following criteria is met:</b> <ul style="list-style-type: none"> <li>a. The project comprises an addition of less than 250 square feet of conditioned space.</li> <li>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.</li> </ul>
			<i>Staff Comments</i>	<i>Due to the nature and location of the project, sidewalks are not required for this project. Please note the City Engineer’s comments found in Table 1.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060 (B)(4)	<b>The length of sidewalk improvements constructed shall be equal to the length of the subject property line(s) adjacent to any public street or private street.</b>
			<i>Staff Comments</i>	<i>N/A.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060 (B)(5)	<b>New sidewalks shall be planned to provide pedestrian connections to any existing or future sidewalks adjacent to the site. In addition, sidewalks shall be constructed to provide safe pedestrian access to and around a building.</b>
			<i>Staff Comments</i>	<i>N/A</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060 (B)(6)	<b>The City may approve and accept voluntary cash contributions in-lieu of the above described improvements, which contributions must be segregated by the City and not used for any purpose other than the provision of these improvements. The contribution amount shall be one hundred ten percent (110%) of the estimated costs of concrete sidewalk and drainage improvements provided by a qualified contractor, plus associated engineering costs, as approved by the City Engineer. Any approved in-lieu contribution shall be paid before the City issues a certificate of occupancy.</b>
			<i>Staff Comments</i>	<i>Staff does not recommend a contribution in-lieu for this project.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(1)	<b>All storm water shall be retained on site.</b>
			<i>Staff Comments</i>	<i>The applicant has satisfied this requirement and all storm water is retained on site, or directed to existing drainage patterns.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(2)	<b>Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.</b>
			<i>Staff Comments</i>	<i>All drainage improvements meet this requirement.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(3)	<b>The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.</b>
			<i>Staff Comments</i>	<i>Additional drainage improvements are not recommended at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(C)(4)	<b>Drainage facilities shall be constructed per City standards.</b>
			<i>Staff Comments</i>	<i>Drainage facilities meet this requirement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(D)(1)	<b>All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.</b>
			<i>Staff Comments</i>	<i>The applicant is aware of this requirement and the plans detail the improvements to the existing utilities. The applicant will coordinate with the Ketchum Utilities Department to address the water service line size prior to the issuance of a building permit.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(D)(2)	<b>Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.</b>
			<i>Staff Comments</i>	<i>The site is currently served by utilities that have been located underground and/or concealed from public view.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(D)(3)	<b>When extension of utilities is necessary all developers will be required to pay for and install two (2") inch SDR11 fiber optical conduit. The placement and construction of the fiber optical conduit shall be done in accordance with city of Ketchum standards and at the discretion of the City Engineer.</b>
			<i>Staff Comments</i>	<i>No utility extensions are proposed. In the event that the applicant extends the utilities, they will comply with this requirement prior to the issuance of a Certificate of Occupancy.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(E)(1)	<b>The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.</b>
			<i>Staff Comments</i>	<i>As indicated in the renderings, materials appear to be in keeping with the architecture and overall design of the surrounding properties.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(E)(2)	<b>Preservation of significant landmarks shall be encouraged and protected, where applicable. A significant landmark is one which gives historical and/or cultural importance to the neighborhood and/or community.</b>
			<i>Staff Comments</i>	<i>There are no identified landmarks on the property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(E)(3)	<b>Additions to existing buildings, built prior to 1940, shall be complementary in design and use similar material and finishes of the building being added to.</b>
			<i>Staff Comments</i>	<i>The structure was built after 1940, in 1953.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(1)	<b>Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.</b>
			<i>Staff Comments</i>	<i>Walnut Avenue is currently not served by a sidewalk. Pedestrian access is obtained via the shoulder of the existing avenue. Should a sidewalk be constructed in the future the residence will have access to the sidewalk.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(2)	<b>The building character shall be clearly defined by use of architectural features.</b>
			<i>Staff Comments</i>	<i>All new construction will occur within the permitted height and setback requirements for the site.</i>  <i>The southern façade, which fronts N Walnut Ave, is the most visible faced. As viewed from the street, the structure has nearly a 1:1 ratio of height to width. However, the form of the structure is broken up by three distinctive masses, which are the garage, the new addition connecting the garage to the primary structure, and the two-story primary structure. The offset arrangement of the masses, including the stepped back location and appearance of the two-story primary structure creates a balanced and pleasing composition when viewed from the street. Although the building is slightly more vertical in form, the applicant utilizes horizontal elements within on the façade of each mass, in the form of horizontal siding and masonry and the flat roof lines, and in accent details, such as railings. Additionally, the ample use of glazing that is</i>

				<p>vertical in form on the new addition connecting the garage to the primary structure and on primary structure contrast with the horizontal elements in a complementary fashion and serve to further reduce the appearance of bulk.</p> <p>The visual impact of the height of the building at the north and south faced is unobtrusive when viewed from the street as the residence is set into the hillside. Additionally, the existing douglas firs along the side property lines provide screening to the structure when viewed from the street.</p> <p>The rear of the property abuts the hillside and there are no streets or improved alleyways behind the property, therefore the visual impact of the height of the building from the rear is not minimal to surrounding properties.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(3)	<b>There shall be continuity of materials, colors and signing within the project.</b>
			<i>Staff Comments</i>	<i>There is a continuity of materials in theme as submitted by the applicant. The applicant has utilized a combination of natural materials throughout the exterior of the residence: painted wood siding, thin veneer sand stone, and smooth wall metal siding. The wood siding, sandstone veneer, and metal share the muted sandstone hue. A series of darker features have been added to provide contrast to the building and break up the bulk of the building including dark bronze aluminum clad windows and doors, dark hued power coated railings, and an opaque medium-grey hued glass garage door with dark bronze framing.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(4)	<b>Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.</b>
			<i>Staff Comments</i>	<i>The proposed landscape features run along all sides of the residence and are complementary to the residential structure in material, texture, and hue. The proposed landscape walls consist of a medium grey poured concrete site wall, a dry stack retaining wall, and dry stack boulders designed to add relief to the proposed landscape. The hues in the landscape walls and pavers are in harmony with the colors present in the residential structure. The proposed landscaping consists of existing evergreen trees and the addition of drought tolerant native plantings. The City Arborist has reviewed the proposed landscape plans and has no concerns at this time regarding plants selected for the site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(5)	<b>Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.</b>
			<i>Staff Comments</i>	<i>The proposed elevation views provided by the applicant show that all of the exterior walls provide undulation and relief, serving to reduce the appearance of bulk and flatness. The variation in material and material color palette provides depth to all facades of the building. Changes in roof height and the multiple distinctive masses also serve to break up the bulk of the residence.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(F)(6)	<b>Building(s) shall orient towards their primary street frontage.</b>
			<i>Staff Comments</i>	<i>The front entrance of the building orients towards Walnut Avenue, which is the primary street frontage.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(F)(7)	<b>Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.</b>
			<i>Staff Comments</i>	<i>N/A</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(F)(8)	<b>Building design shall include weather protection which prevents water to drip or snow to slide on areas where pedestrians gather and circulate or onto adjacent properties.</b>
			<i>Staff Comments</i>	<i>N/A. The proposed project is for private residential use.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(G)(1)	<b>Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.</b>
			<i>Staff Comments</i>	<i>N/A</i>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(G)(2)	<b>Awnings extending over public sidewalks shall extend five (5') feet or more across the public sidewalk but shall not extend within two (2') feet of parking or travel lanes within the right of way.</b>
			<i>Staff Comments</i>	<i>N/A</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(G)(3)	<b>Traffic shall flow safely within the project and onto adjacent streets. Traffic includes vehicle, bicycle, pedestrian and equestrian use. Consideration shall be given to adequate sight distances and proper signage.</b>
			<i>Staff Comments</i>	<i>The current driveway and site conditions connecting to Walnut Avenue meets this condition. Any alterations to the proposed driveway design, and landscaping which may impact sight distances, shall receive approval from the city of Ketchum Streets Department, City Engineer and City Arborist.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(G)(4)	<b>Curb cuts and driveway entrances shall be no closer than twenty (20') feet to the nearest intersection of two or more streets, as measured along the property line adjacent to the right of way. Due to site conditions or current/projected traffic levels or speed, the City Engineer may increase the minimum distance requirements.</b>
			<i>Staff Comments</i>	<i>The location of the curb cut meets this standard.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(G)(5)	<b>Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.</b>
			<i>Staff Comments</i>	<i>The site can be accessed from Walnut Avenue via a private driveway, providing unobstructed access for emergency vehicles, snowplows, and garbage trucks. Any alterations to the proposed driveway design shall receive approval from the city of Ketchum Fire Department prior to this issuance of a building permit.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(H)(1)	<b>Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.</b>
			<i>Staff Comments</i>	<i>Because this is a residential project, snow storage is not required for this site. Additionally, the applicant is proposing snow-melt terrace and driveway pavers.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(H)(2)	<b>Snow storage areas shall be provided on-site.</b>
			<i>Staff Comments</i>	<i>N/A. See above.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(H)(3)	<b>A designated snow storage area shall not have any dimension less than five (5') feet and shall be a minimum of twenty five (25) square feet.</b>
			<i>Staff Comments</i>	<i>N/A. See above</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060(H)(4)	<b>In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.</b>
			<i>Staff Comments</i>	<i>N/A. See above.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(1)	<b>Landscaping is required for all projects.</b>
			<i>Staff Comments</i>	<i>The City Arborist has reviewed the proposed landscape plans and has no concerns at this time. Landscaping is provided and denoted in the landscaping plans.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(2)	<b>Landscape materials and vegetation types specified shall be readily adaptable to a site's microclimate, soil conditions, orientation and aspect, and shall serve to enhance and complement the neighborhood and townscape.</b>
			<i>Staff Comments</i>	<i>The applicant has meet this requirement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(3)	<b>All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.</b>
			<i>Staff Comments</i>	<i>The applicant has meet this requirement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(I)(4)	<b>Landscaping shall provide a substantial buffer between land uses, including, but not limited to, structures, streets and parking lots. The development of landscaped public courtyards, including trees and shrubs where appropriate, shall be encouraged.</b>
			<i>Staff Comments</i>	<i>The applicant has meet this requirement.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060(J)(1)	<p><b>Where sidewalks are required, pedestrian amenities shall be installed. Amenities may include, but are not limited to, benches and other seating, kiosks, bus shelters, trash receptacles, restrooms, fountains, art, etc. All public amenities shall receive approval from the Public Works Department prior to design review approval from the Commission.</b></p>
			<i>Staff Comments</i>	<i>No additional amenities are proposed.</i>



City of Ketchum  
Planning & Building

**CERTIFIED  
COMPLETE**

1/18/17

File Number: 17-003  
 Date Received: 1/18/17  
 By: h.owens  
 Pre-Application Fee Paid:  
 Design Review Fee Paid: \$1400  
 Approved Date:  
 Expired Date:  
 By: C. Anderson  
 ADP: Yes [ ]

**Design Review Application**

**APPLICANT INFORMATION**

Project Name: <b>CUTLER RESIDENCE</b>	Phone: <b>208-622-9213</b>
Owner: <b>ED AND SUSAN CUTLER</b>	Mailing Address:
Email: <b>EDCUTLER@EMAIL.COM</b>	
Architect/Representative: <b>ANDERSON ARCHITECTURE PA</b>	Phone: <b>208-726-6054</b>
Email: <b>PETE@ANDERSONARC.COM</b>	Mailing Address:
Architect License Number: <b>AR-2272</b>	<b>P.O. BOX 1306, KETCHUM, ID 83240</b>
Engineer of Record:	Phone:
Email:	Mailing Address:
Engineer License Number:	

All design review plans and drawings for public commercial projects, residential buildings containing more than four (4) dwelling units and development projects containing more than four (4) dwelling units shall be prepared by an Idaho licensed architect or an Idaho licensed engineer.

**PROJECT INFORMATION**

Legal Land Description: **LOT 2 BLK 93 KETCHUM TOWNSITE**  
 Street Address: **820 WALNUT AVE, KETCHUM ID 83240**  
 Lot Area (Square Feet): **8232.84 SQ FT (.189 ACRE)**  
 Zoning District: **RES**  
 Overlay District:  Floodplain  Avalanche  Mountain  
 Type of Construction:  New  Addition  Remodel  Other  
 Anticipated Use: **SINGLE FAMILY RESIDENCE** Number of Residential Units: **ONE**

**TOTAL FLOOR AREA**

	Proposed	Existing
Basements	905.0 Sq. Ft.	Sq. Ft.
1 <sup>st</sup> Floor	1631.0 Sq. Ft.	Sq. Ft.
2 <sup>nd</sup> Floor	1401.0 Sq. Ft.	Sq. Ft.
3 <sup>rd</sup> Floor <b>MECH/STORAGE</b>	233.0 Sq. Ft.	Sq. Ft.
Mezzanine <b>GARAGE</b>	801.0 Sq. Ft.	Sq. Ft.
Total	4971.0 Sq. Ft.	Sq. Ft.

**FLOOR AREA RATIO**

Community Core: Tourist: General Residential-High:

**BUILDING COVERAGE/OPEN SPACE**

Percent of Building Coverage: **37%**

**DIMENSIONAL STANDARDS/PROPOSED SETBACKS**

Front: **15'** Side: **14'-11 7/8"** Side: **14'-11 7/8"** Rear: **38'-0"**  
 Building Height: **29'-10 1/4" (EXISTING) + 1'-0" PER CITY PD2 = 30'-10 1/4"**

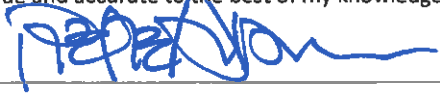
**OFF STREET PARKING**

Parking Spaces Provided: **FIVE EXTERIOR - 3 INTERIOR**  
 Curb Cut: Sq. Ft. %

**WATER SYSTEM**

Municipal Service  Ketchum Spring Water

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



Signature of Owner/Representative



Date



Attachment F. Plans

# Cutter Residence



VICINITY MAP  
SCALE: 1:80

## INDEX OF DRAWINGS:

- A 1 COVER SHEET
- A 8 NEW- PERSPECTIVES
- L 1 SITE PLAN
- L 2 GRADING PLAN
- A 2 EXISTING- FLOOR PLANS
- A 3 EXISTING- ROOF PLAN / ENVELOPE GRAPHIC
- A 4 EXISTING- BUILDING ELEVATIONS
- A 5 NEW- FLOOR PLANS
- A 6 BUILDING SECTION / ROOF PLAN
- A 7 NEW- BUILDING ELEVATIONS
- A 8 NEW- PERSPECTIVES

## BUILDING DATA:

PROJECT NAME: Cutter Residence  
 LEGAL DESCRIPTION: Lot 2, Block 43, Ketchum Townsite, Ketchum, Idaho  
 PHYSICAL ADDRESS: 820 Walnut Ave, Ketchum, Idaho, 83340,  
 ZONING DISTRICT: RES  
 PARCEL NUMBER: RPK00000930020  
 LOT SIZE: 0.189 Acres  
 BUILDING AREA:  
 MAIN LEVEL LIVING: 2019.0 S.F.  
 UPPER LEVEL LIVING: 1254.0 S.F.  
 LOWER LEVEL LIVING: 405.0 S.F.  
 TOTAL LIVING: 4,178.0 S.F.  
 SCREENED PORCH: 124.0 S.F.  
 BASEMENT MECHANICAL RM: 135.0 S.F.  
 BASEMENT STORAGE: 98.0 S.F.  
 GARAGE: 801.0 S.F.  
 GRAND TOTAL: 5,336.0 S.F.  
 CONST. TYPE: V-B  
 OCCUPANCY TYPE: GROUP R-3, SINGLE FAMILY RESIDENCE  
 CODE: 2012 INTERNATIONAL BUILDING CODE AS ADOPTED BY THE CITY OF KETCHUM, IDAHO  
 MUNICIPALITIES: CITY OF KETCHUM, IDAHO  
 CITY OF KETCHUM FIRE

## PROJECT TEAM:

ARCHITECT:  
 ANDERSON ARCHITECTURE, P.A.  
 P.O. BOX 1306  
 371 N. MAIN STREET, SUITE 202  
 KETCHUM, IDAHO 83340  
 PHONE: (208) 726-6054

Owner:  
 ED AND SUSAN CUTTER  
 P.O. BOX 7703  
 SUN VALLEY, IDAHO 83353

GENERAL CONTRACTOR:  
 BASHISTA CONSTRUCTION  
 540 SECOND AVENUE  
 KETCHUM, IDAHO 83340  
 PHONE: (208) 622-7900

STRUCTURAL ENGINEER:  
 MORELL ENGINEERING  
 MATT MORELL  
 220 E. AVENUE  
 KETCHUM, IDAHO 83340  
 PHONE: (208) 726-2844

CIVIL ENGINEER/SURVEYOR:  
 BENCHMARK ASSOCIATES  
 P.O. BOX 733 - 100 BELL DRIVE  
 KETCHUM, IDAHO 83340  
 PHONE: (208) 726-4512

LANDSCAPE ARCHITECT:  
 CLEMENS ASSOCIATES  
 ROB KING  
 110 5TH STREET WEST  
 KETCHUM, IDAHO 83340  
 PHONE: (208) 726-5331

GEOTECHNICAL ENGINEER:  
 BUTLER ASSOCIATES, INC.  
 STEVE BUTLER  
 P.O. BOX 1034  
 KETCHUM, IDAHO 83340  
 PHONE: (208) 720-6432

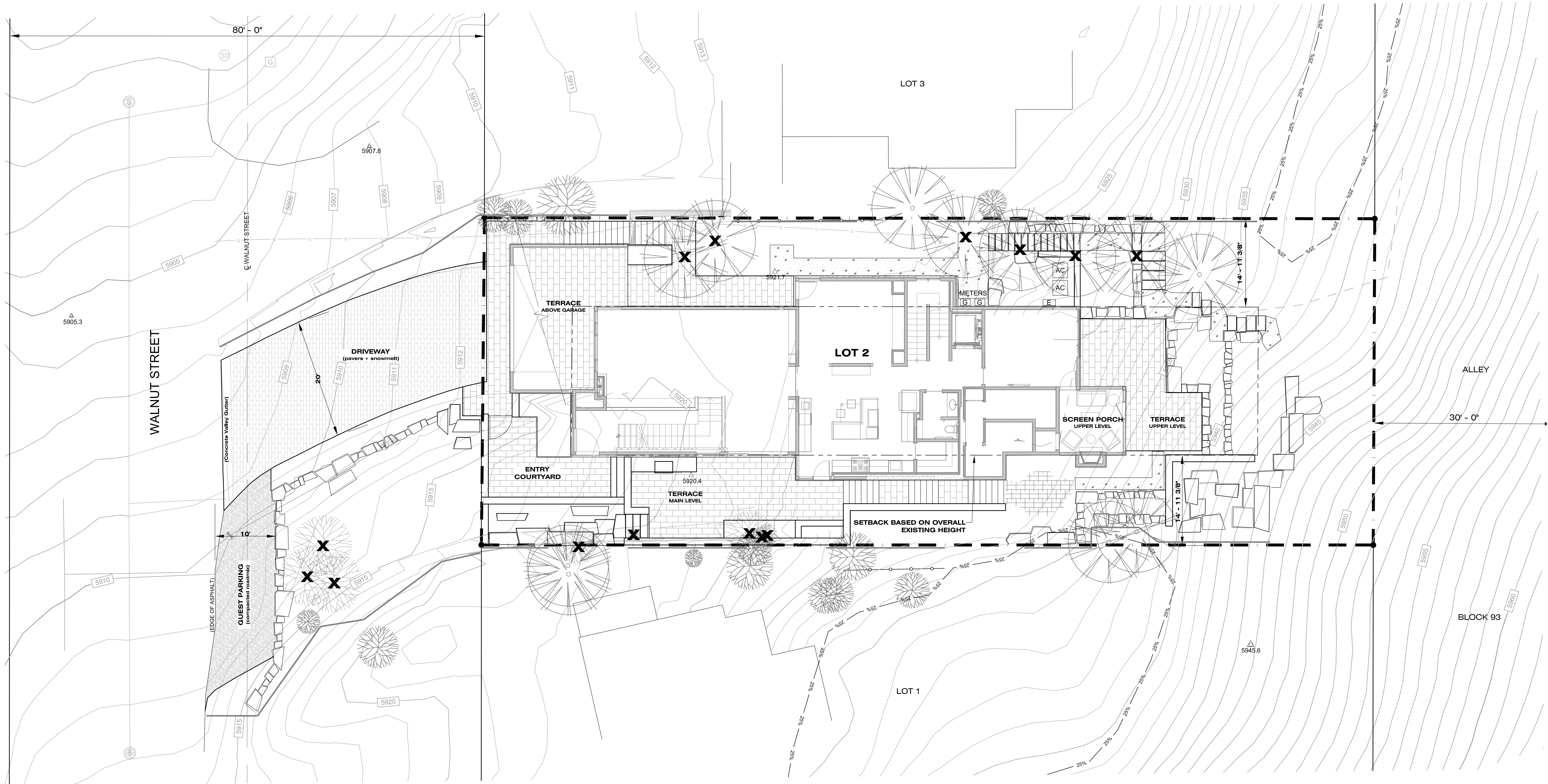


REVISIONS:  
 8-23-16 AS-BUILT  
 10-18-16 SD PROGRESS  
 11-2-16 SD PROGRESS  
 11-28-16 SD PROGRESS  
 12-14-16 SD PROGRESS  
 12-29-16 SD PROGRESS  
 1-17-17 DR SUBMITAL  
 1-25-17 DR SUBMITAL-REV

ISSUE:

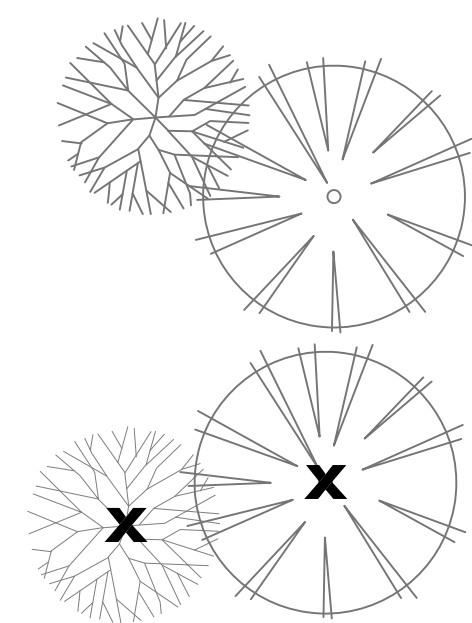
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**GENERAL NOTES**

1. DRAWINGS OF EXISTING FACILITIES ARE BASED ON TOPOGRAPHICAL SURVEY PROVIDED BY OTHERS ALONG WITH ON-SITE MEASUREMENTS, AND ARE ONLY APPROXIMATE. EXACT LOCATIONS SHALL BE FIELD VERIFIED. REFER TO CIVIL DRAWINGS FOR MORE INFORMATION.
2. REFER TO ALL LANDSCAPE DRAWINGS FOR ADDITIONAL INFORMATION AND SPECIFICATIONS.
3. REFER TO ARCHITECTURAL DRAWINGS FOR FINAL BUILDING DIMENSIONS AND DETAILS.
4. REFER TO ENGINEERING DRAWINGS FOR FINAL CIVIL AND MECHANICAL DETAILS.
5. ALL WORK SHALL BE PERFORMED IN FULL ACCORDANCE WITH ALL APPLICABLE CODES, INCLUDING BUT NOT LIMITED TO THE UNIFORM BUILDING CODE AND UNIFORM FIRE CODE, AS ADOPTED BY BLAINE COUNTY, IDAHO.



**EXISTING TREES**

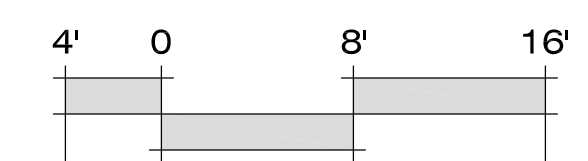
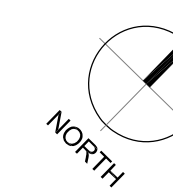
COLORADO BLUE SPRUCE, *Picea pungens*  
 PONDEROSA PINE, *Pinus ponderosa*  
 QUAKING ASPEN, *Populus tremuloides*

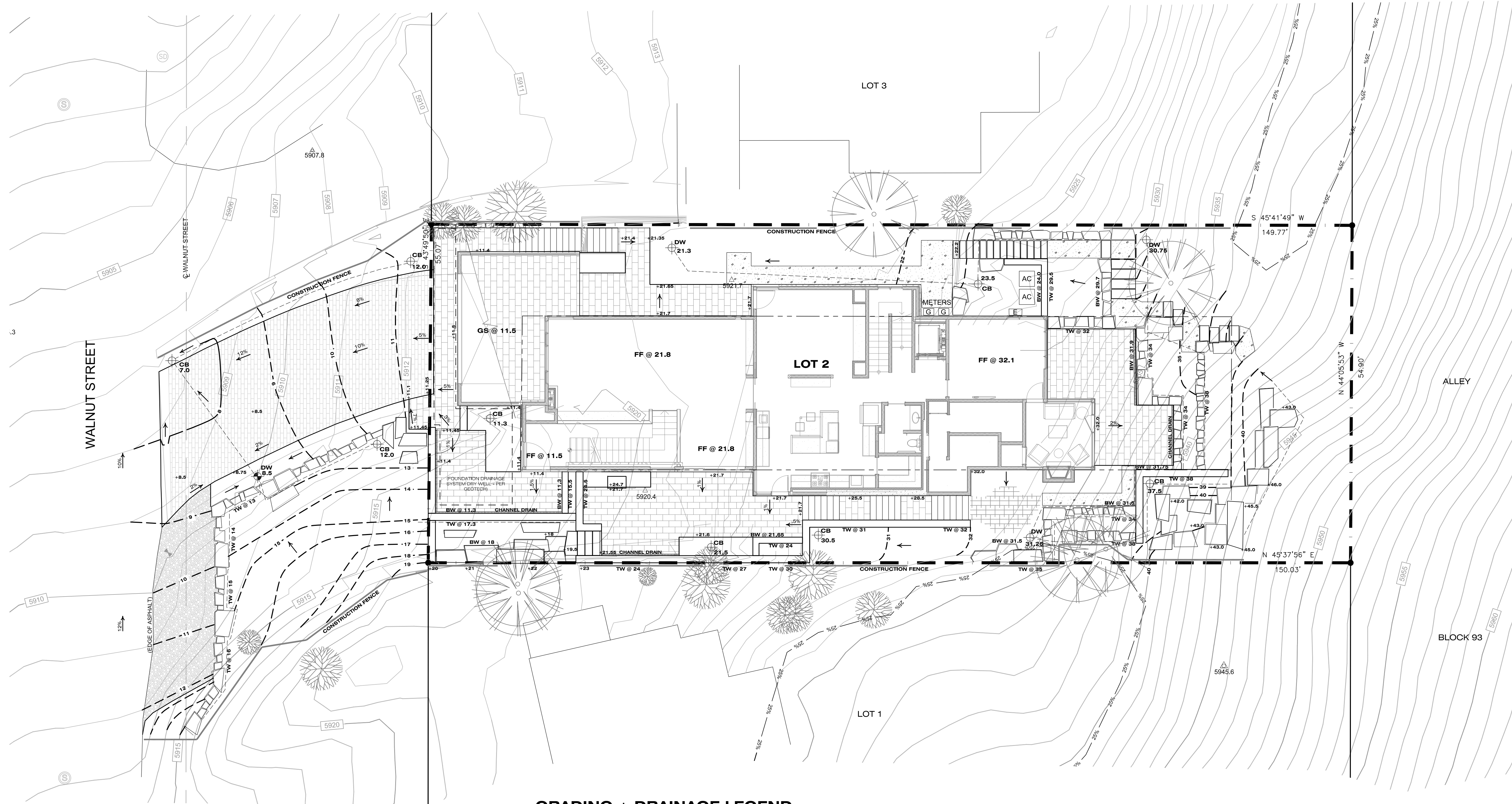
**EXISTING TREES TO BE REMOVED**

14 COLORADO BLUE SPRUCE, *Picea pungens*  
 6 QUAKING ASPEN, *Populus tremuloides*  
 8

**SITE PLAN**

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





**GRADING + RE-VEGETATION NOTES**

- 1) ALL DISTURBED AREAS TO BE RESEED WITH A FESCUE + GARDENIA BLUEGRASS MIX AND IRRIGATED UNTIL ESTABLISHED.
- 2) PROPOSED WORK TO INCORPORATE ALL APPLICABLE BEST MANAGEMENT PRACTICES (BMPs) TO PROTECT RESOURCE VALUES AND TO ENSURE COMPLIANCE WITH LOCAL, STATE AND FEDERAL REGULATORY REQUIREMENTS AND WATER QUALITY STANDARDS.
- 3) UNDISTURBED NATIVE VEGETATION TO BE PRESERVED.

**GRADING + DRAINAGE NOTES:**

1. ALL SITE INFORMATION IS APPROXIMATE ONLY. REFER TO CIVIL ENGINEERING DRAWINGS FOR ADDITIONAL INFORMATION. ALL ELEVATIONS TO BE FIELD VERIFIED ACCORDINGLY.
2. REFER TO GEOTECH REPORT FOR INFORMATION REGARDING SOIL AND SUB-SURFACE CONDITIONS. UNFOUNDED SOIL OR SUBSURFACE CONDITIONS INCLUDING BEDROCK, POOR SOIL STRUCTURE, SUBSURFACE WATER, UTILITIES, ETC. MAY REQUIRE FIELD ADJUSTMENTS TO THE PROPOSED DESIGN INCLUDING GRADING AND DRAINAGE SYSTEMS.
3. PROPOSED WORK TO INCORPORATE ALL APPLICABLE BEST MANAGEMENT PRACTICES (BMPs) TO PROTECT RESOURCE VALUES AND TO ENSURE COMPLIANCE WITH LOCAL, STATE AND FEDERAL REGULATORY REQUIREMENTS AND WATER QUALITY STANDARDS.
4. SEE FENCE TO BE INSTALLED ALONG PROPERTY LINE PRIOR TO CONSTRUCTION WORK.
5. UTILITY LOCATIONS ARE APPROXIMATE AND MUST BE LOCATED AND VERIFIED IN THE FIELD PRIOR TO ANY EXCAVATION WORK.
6. ALL PLANTING AREAS TO BE ADJUSTED AFTER CONSTRUCTION AND PRIOR TO INSTALLATION OF PLANT MATERIALS.
7. FINISH GRADES TO BE AWAY FROM BUILDING IN ALL CASES, AND DIRECTED TO DRAINAGE PATTERNS OR SYSTEMS AS SHOWN.
8. ALL DRAINAGE WITHIN THE PROJECT BOUNDARIES TO BE COLLECTED ON-SITE OR DIRECTED TO EXISTING DRAINAGE PATTERNS AS DETICED ON THE GRADING PLAN AND/OR CIVIL ENGINEERING DRAWINGS. NO ADDITIONAL DRAINAGE TO BE DIRECTED ONTO NEIGHBORING PROPERTIES.

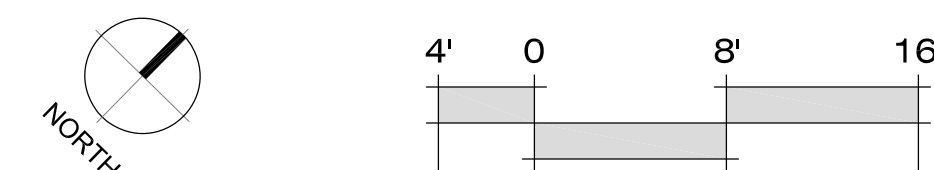
**GRADING + DRAINAGE LEGEND**

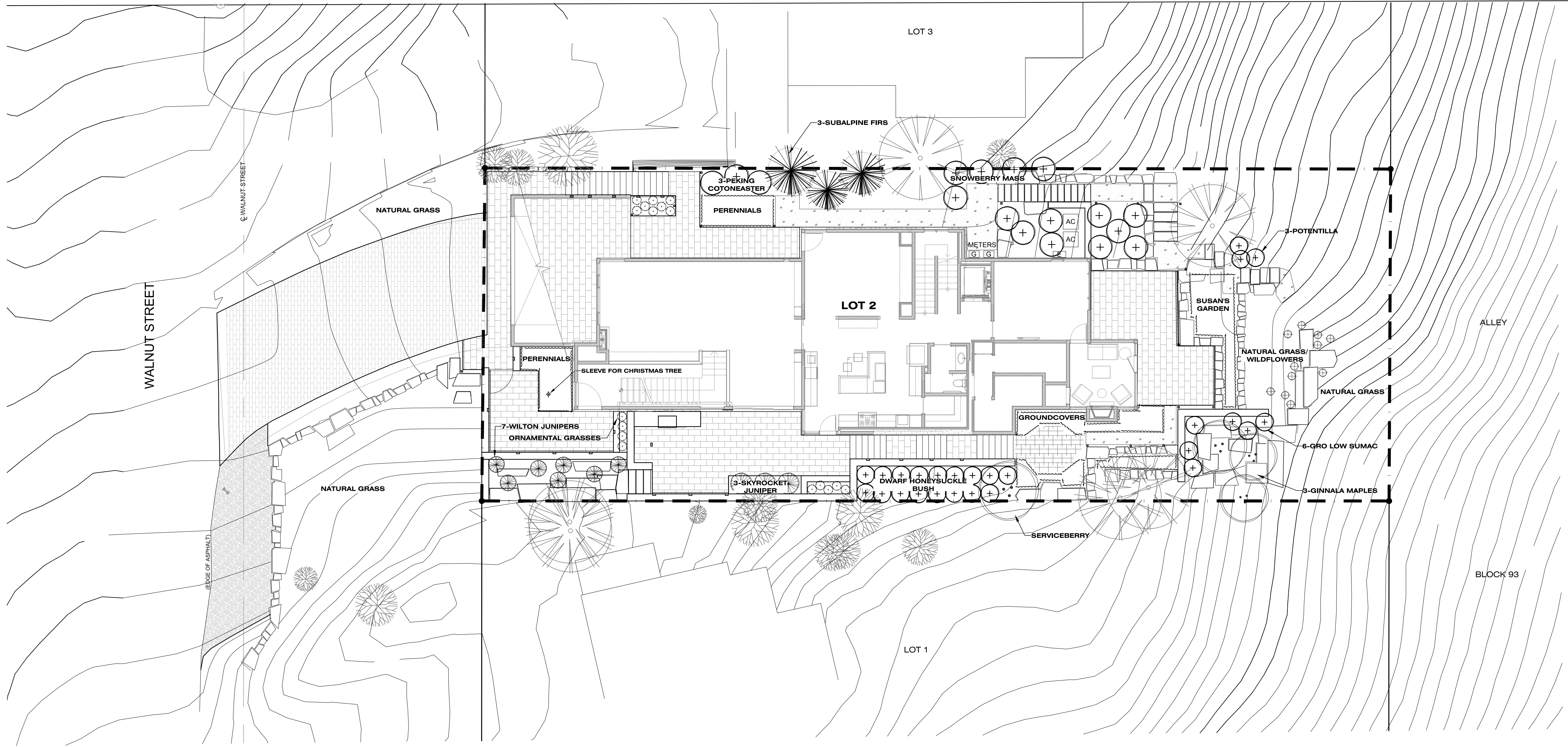
	EXISTING CONTOURS		<b>DRYWELL - 1 @ 24"</b> Refer to Geotech/Civil plans and specifications		CONCRETE SITE WALL		<b>TERRACE PAVERS</b> 2,200 SF + TBD *Snowmelt - limited areas, to be determined
	PROPOSED CONTOURS		<b>DRYWELL - 3 @ 12"</b> Refer to Geotech/Civil plans and specifications		DRYSTACK WALL		<b>DRIVEWAY PAVERS</b> 1,000 SF + TBD *Snowmelt
	SPOT ELEVATION - EXISTING		<b>CATCHBASIN - 8 @ 12"</b> Tie into drywells or foundation drainage system		DRYSTACK BOULDERS		<b>DECORATIVE GRAVEL PATHS</b> 600 SF
	SPOT ELEVATION - FINISH GRADE		<b>4" ADS DRAINLINES</b> To daylight or connect to catch basins/drywells		TW @ 24 TOP OF WALL ELEVATION		<b>SNOW STORAGE*</b> *SNOWMELT PROVIDED - Snow Storage Not Required
	DIRECTION OF DRAINAGE		<b>CHANNEL DRAIN - 55 lf</b> 2 1/2" Mini Channel Drain - Zurn 880 or similar Decorative Iron Grate - Iron Age Designs - Regular Joe or similar		BW @ 21.5 BOTTOM OF WALL ELEVATION		
	PERCENTAGE OF SLOPE		<b>FOUNDATION DRAINAGE SYSTEM DRYWELL</b> Refer to Geotech/Civil plans and specifications				
	FINISH FLOOR ELEVATION						
	GARAGE SLAB ELEVATION						

**GRADING PLAN**

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

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**LANDSCAPE + PLANTING NOTES**

1. LOCATIONS OF PROPOSED PLANT MATERIALS ARE APPROXIMATE AND MUST BE FIELD VERIFIED PRIOR TO INSTALLATION.
2. UTILITY LOCATIONS ARE APPROXIMATE AND MUST BE LOCATED AND VERIFIED IN THE FIELD PRIOR TO ANY EXCAVATION WORK INCLUDING INSTALLATION OF PLANT MATERIALS.
3. ALL PLANTING AREAS TO BE AERATED AFTER CONSTRUCTION AND PRIOR TO INSTALLATION OF PLANT MATERIALS.
4. ALL PLANT MATERIALS TO COMPLY WITH THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS.
5. ALL EXISTING PLANTS THAT ARE IDENTIFIED TO REMAIN SHALL BE PROTECTED FROM CONSTRUCTION ACTIVITIES AS NECESSARY TO PROTECT AGAINST COMPACTION OF ROOT ZONES, SOIL CONTAMINANTS, AND INJURY TO BRANCHES.
6. REFER TO IRRIGATION PERFORMANCE SPECIFICATIONS FOR ADDITIONAL INFORMATION.

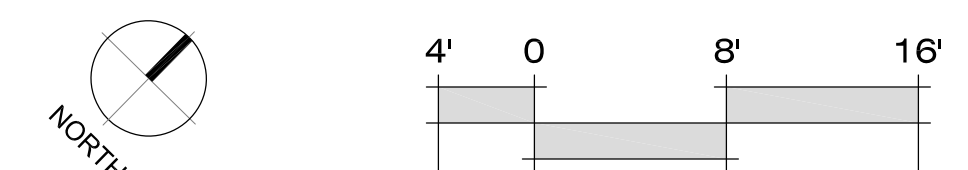
**PLANT LEGEND**

	<b>3</b>	<b>EVERGREEN TREES</b>
1 @ 8'	<b>32</b>	<b>ORNAMENTAL GRASSES</b>
1 @ 10'	32 @ 1 GAL.	VARIETIES TBD
1 @ 14'		
	<b>6</b>	<b>DECIDUOUS TREES</b>
1 @ 6'	<b>32</b>	<b>PERENNIAL WILDFLOWERS @ NATURAL AREAS</b>
1 @ 8'	32 @ 1 GAL.	VARIETIES TBD
1 @ 10'		
	<b>52</b>	<b>SHRUBS</b>
3 @ 10 GAL.	<b>380 SF</b>	<b>PLANTING BEDS</b>
17 @ 5 GAL.	1 gal @	<b>PERENNIALS + GROUNDCOVERS</b>
6 @ 5 GAL.	18" O.C.	<b>PERENNIALS + GROUNDCOVERS</b>
4 @ 10 GAL.		Beds Prepared with Planting Mix
3 @ 5 GAL.		Consisting of 50% Compost/50% Top-Soil, and APEX Fertilizer or
5 @ 5 GAL.		similar - Per Manufacturer's Specified Application Rates.
14 @ 10 GAL.		

	<b>3,000 sf</b>	<b>NATURAL GRASSES</b>
		<b>HYDROSEED MIX (100 lbs / acre):</b>
		25% CANADIAN BLUEGRASS, <i>Poa compressa</i>
		25% SHEEP FESCUE, <i>Festuca ovina</i>
		25% IDAHO FESCUE, <i>Festuca idahoensis</i>
		25% BLUEBUNCH WHEATGRASS, <i>Agropyron inermis</i>
		RE-SEED DISTURBED AREAS WITHIN PROPERTY
		RE-SEED DISTURBED AREAS IN R.O.W.

**LANDSCAPE PLAN**

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



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**PLANT MATERIALS**



PONDEROSA PINE SERVICEBERRY



GINNALA MAPLE SUBALPINE FIR



DWARF HONEYSUCKLE BUSH GRO-LOW SUMAC



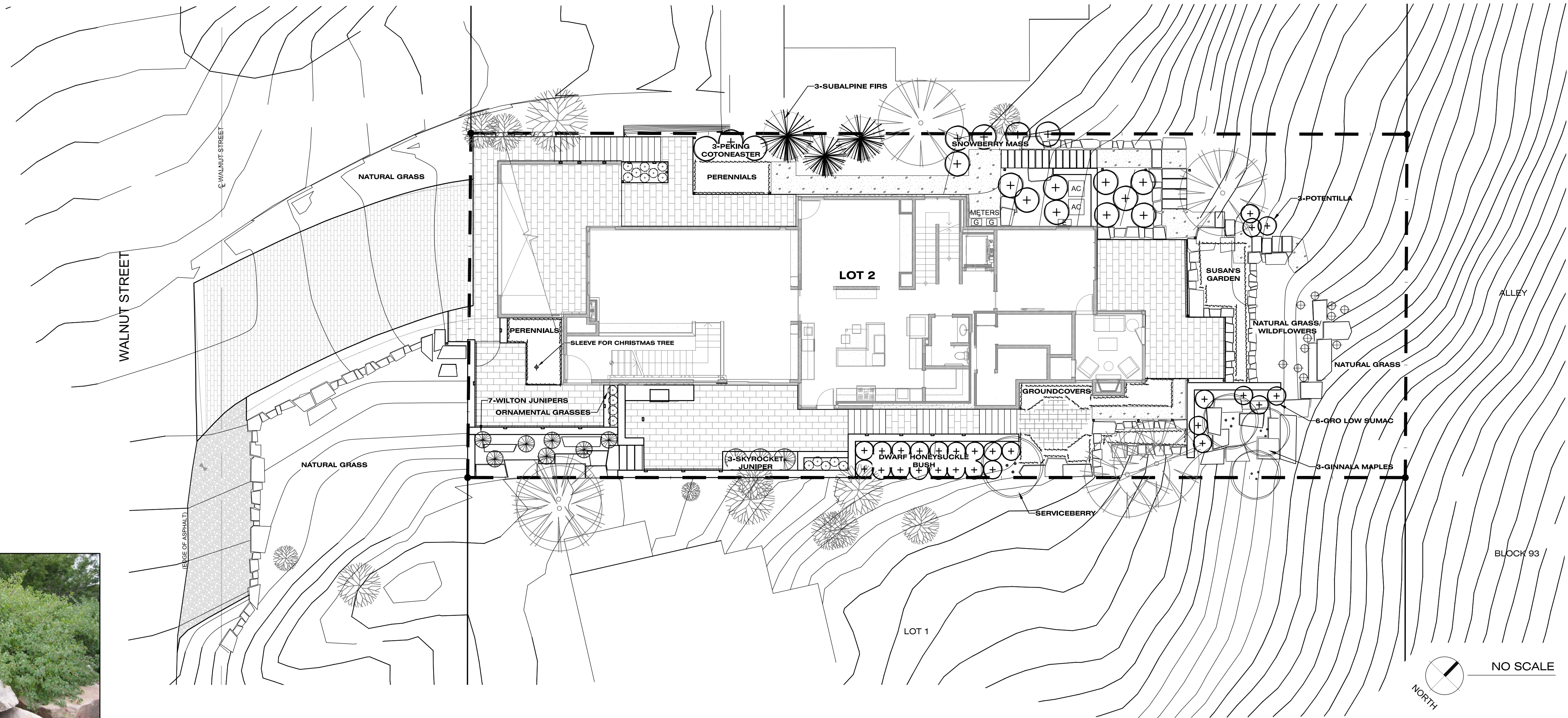
PEKING COTONEASTER SKYROCKET JUNIPER MACKAY'S WHITE POTENTILLA



WILTON JUNIPER SNOWBERRY



NATIVE WILDFLOWERS NATURAL GRASSES - FESCUE MIX



**HARDSCAPE MATERIALS**



CHIEF CLIFF BOULDERS AND DRYSTACK RETAINING WALLS



CONCRETE RETAINING WALLS - SMOOTH FINISH



CUT STONE PAVERS - PROSPECT SANDSTONE - RUNNING BOND PATTERN TECTURA EP10 - RUNNING BOND PATTERN

**LANDSCAPE LIGHTING**

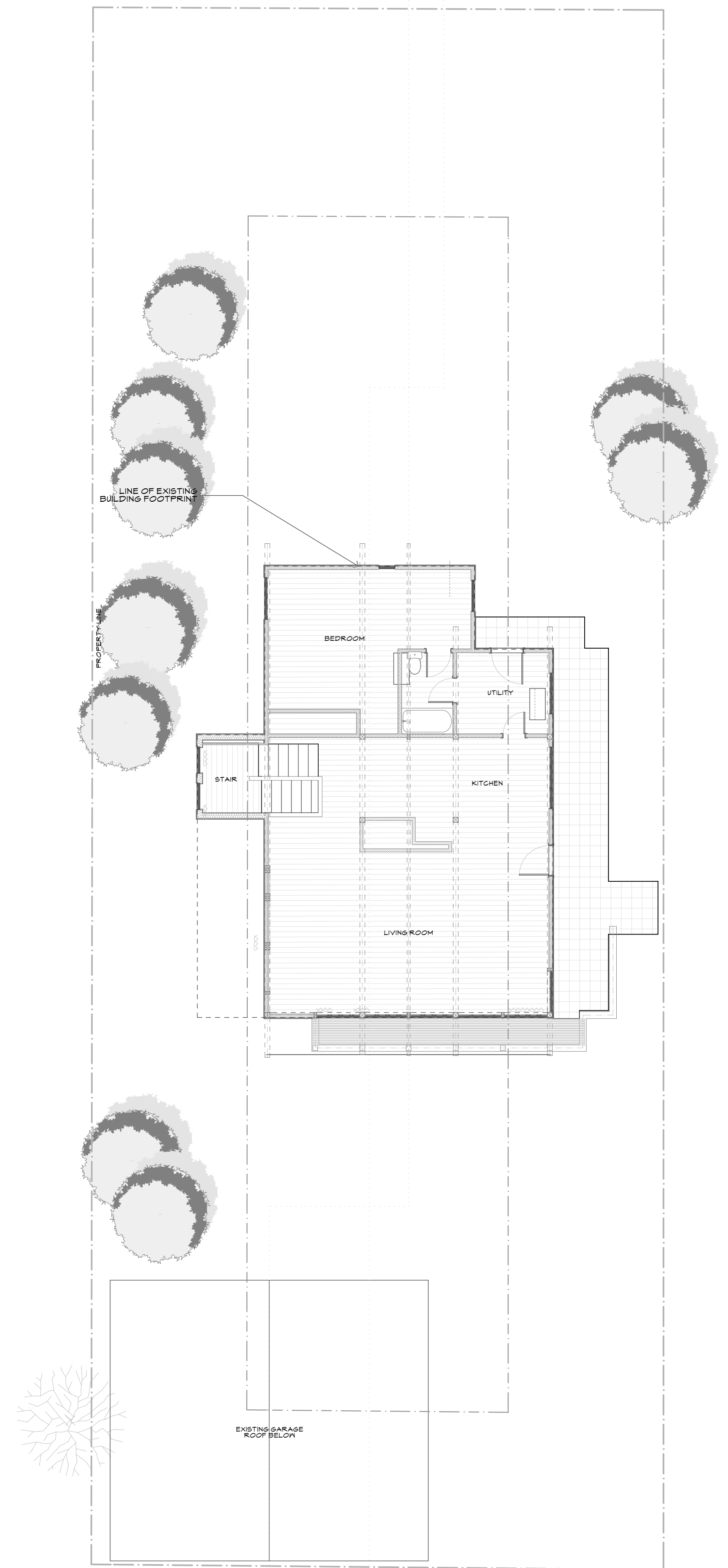


SPJ PATH LIGHT - CC24-2REC SPJ STEP LIGHT - GDG-30W-SQ-SH

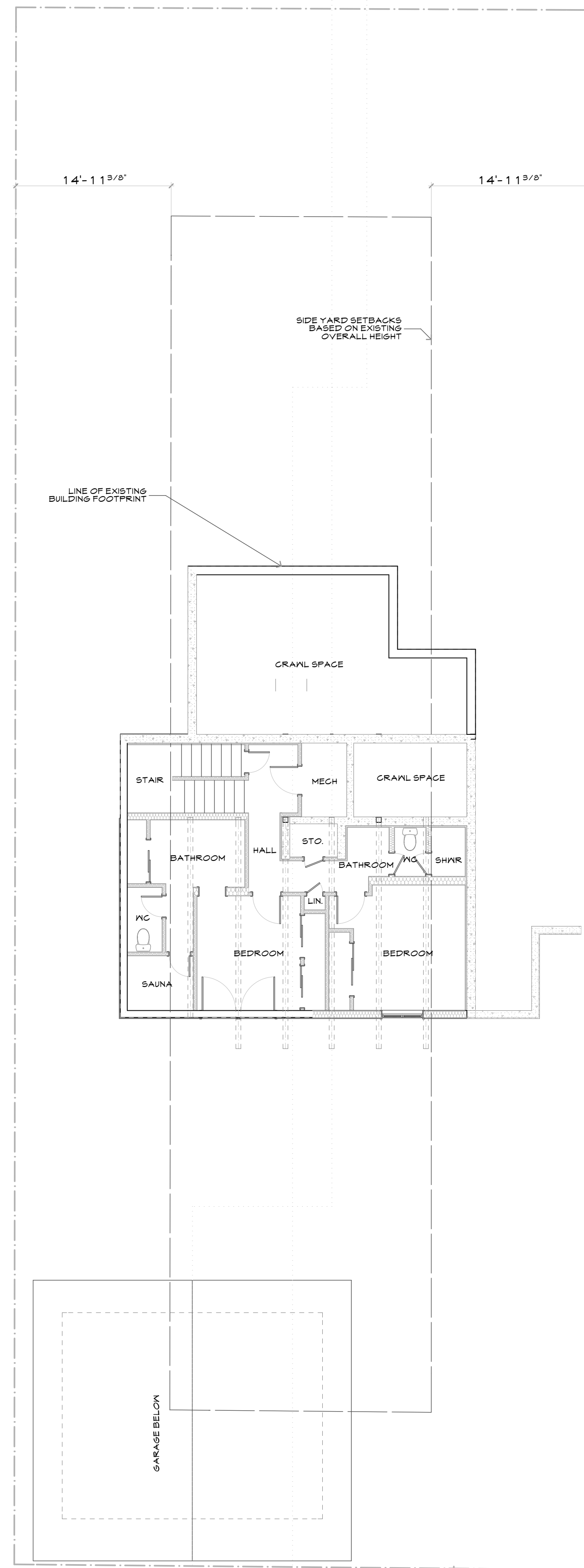
**LANDSCAPE MATERIALS**

NO SCALE

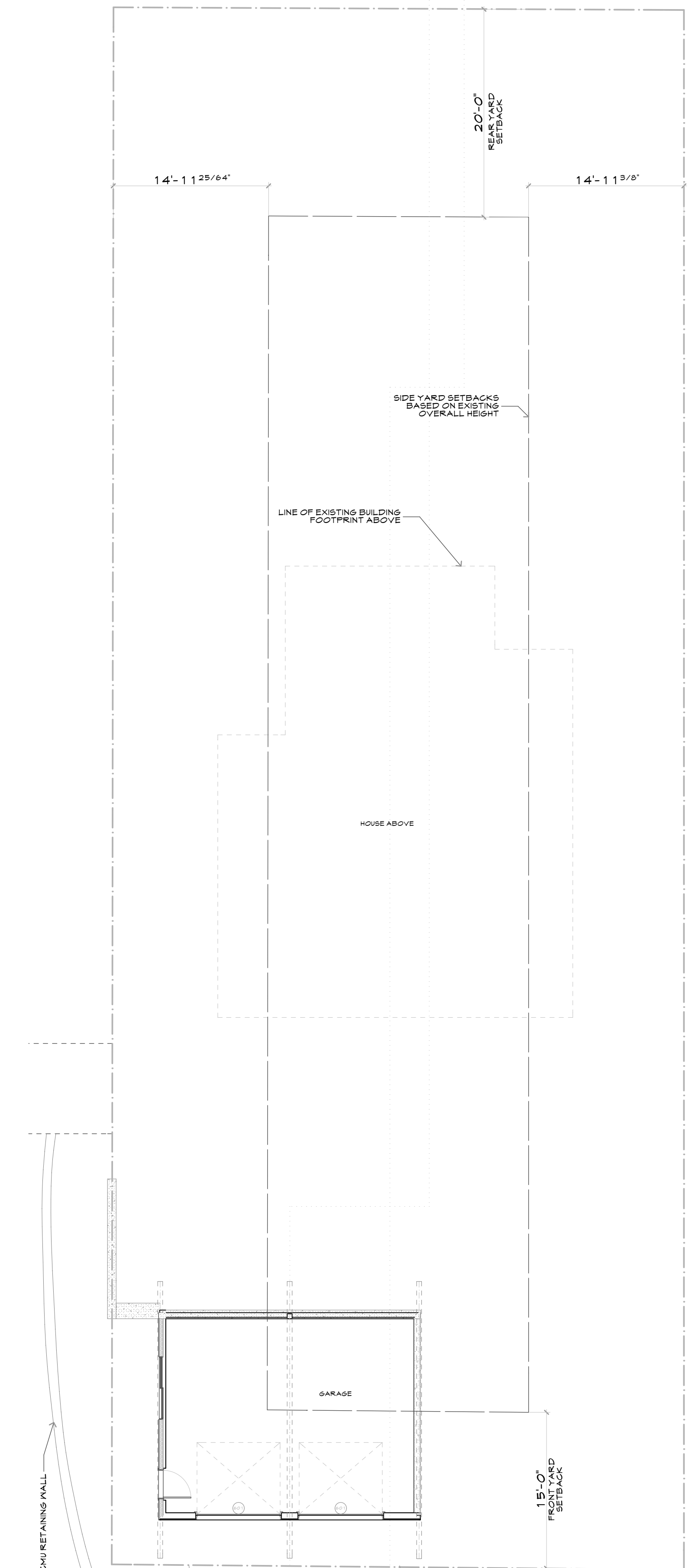




EXISTING MAIN LEVEL FLOOR PLAN 3  
 1107.0 SQUARE FEET SCALE: 1/8" = 1'-0"



EXISTING BASEMENT LEVEL FLOOR PLAN 2  
 788.0 SQUARE FEET SCALE: 1/8" = 1'-0"



EXISTING GARAGE LEVEL FLOOR PLAN 1  
 482.0 SQUARE FEET SCALE: 1/8" = 1'-0"

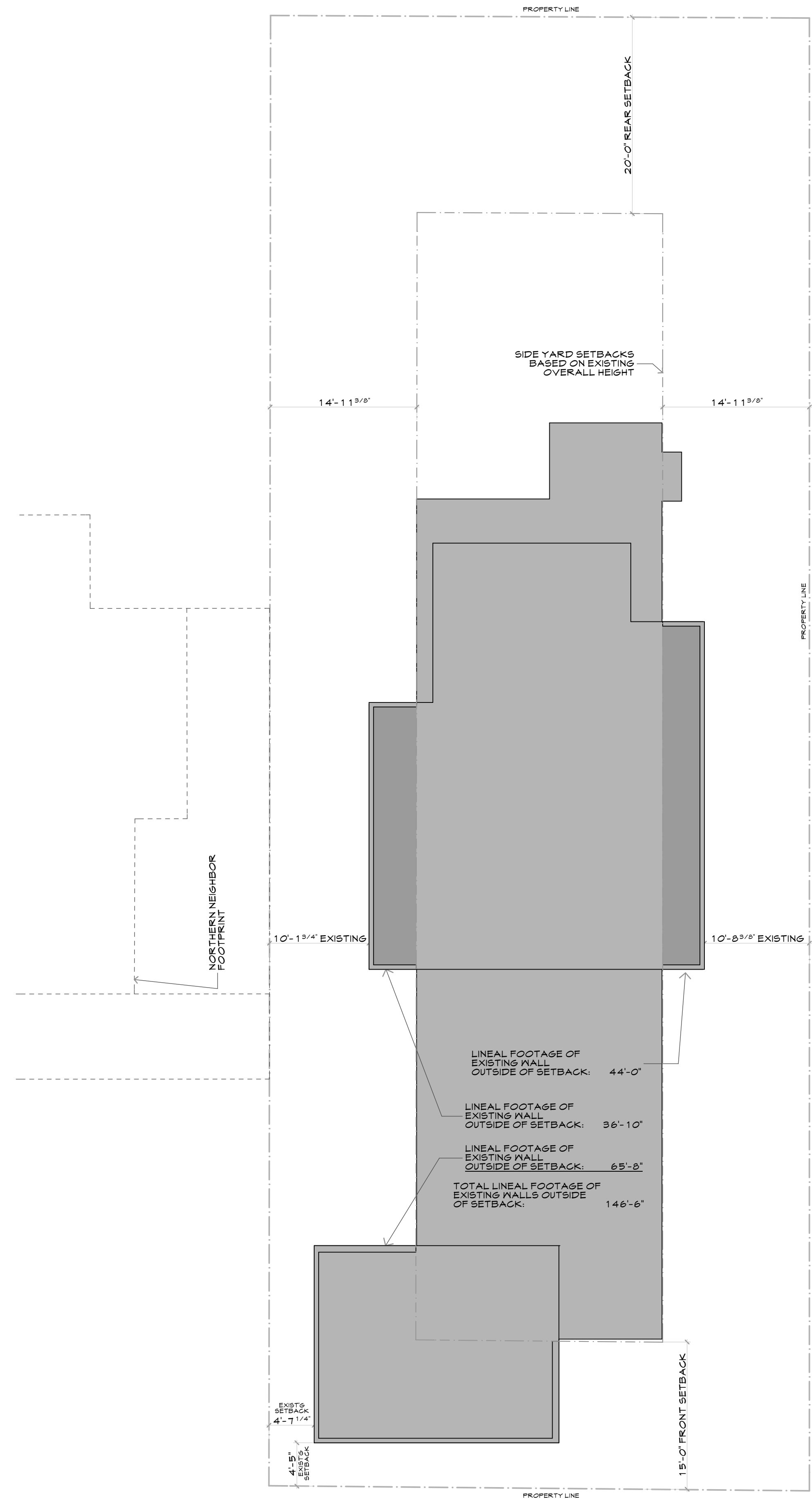
EXISTING-FLOOR PLANS

- REVISIONS:
- 8-23-16 AS-BUILT
  - 10-18-16 SD PROGRESS
  - 11-2-16 SD PROGRESS
  - 11-28-16 SD PROGRESS
  - 12-14-16 SD PROGRESS
  - 12-29-16 SD PROGRESS
  - 1-17-17 DR SUBMITAL
  - 1-25-17 DR SUBMITAL-REV

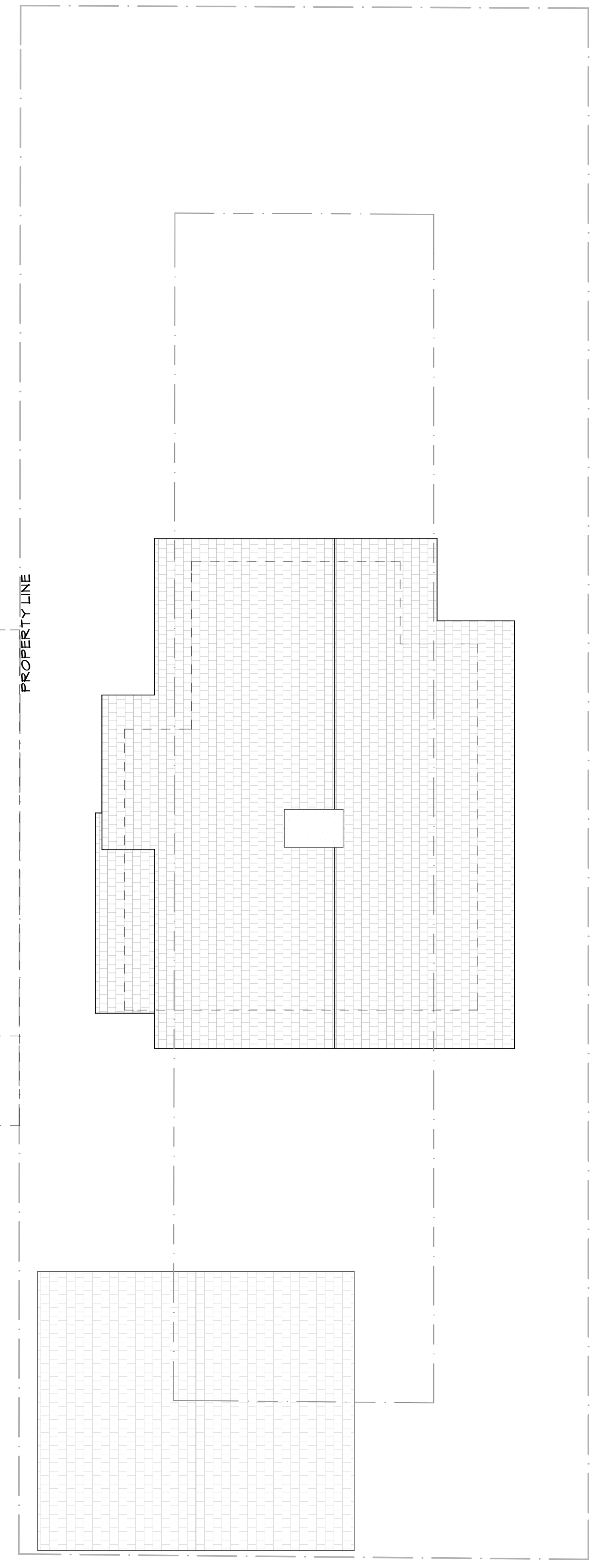
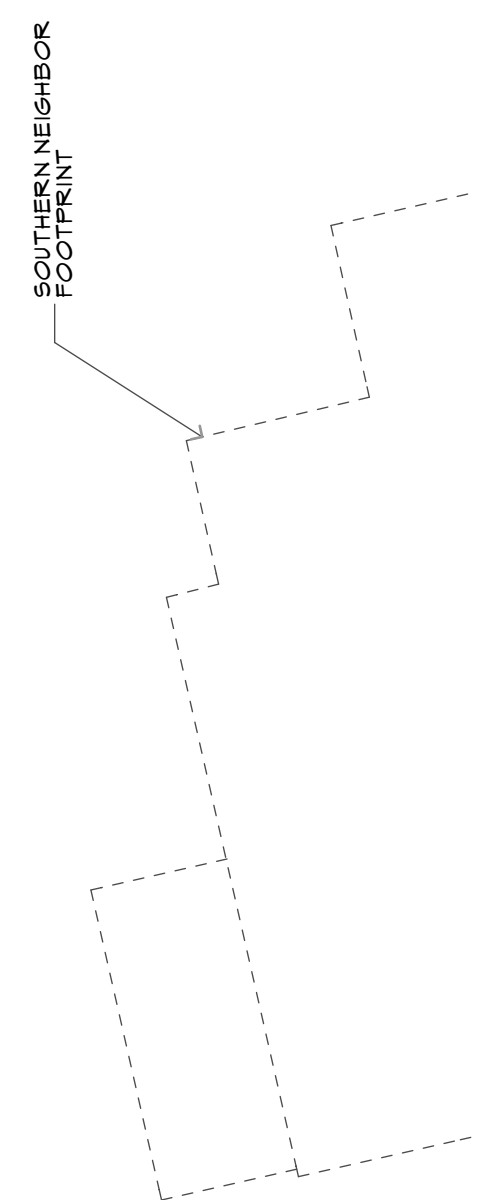
Peter G. Anderson  
 State of Idaho

LICENSED ARCHITECT  
 AR-2272

Cutter Residence  
 820 Walnut Ave, Ketchum, Idaho, 83340,



ENVELOPE GRAPHIC 2  
SCALE: 1/8" = 1'-0"



EXISTING- ROOF PLAN 1  
SCALE: 1/8" = 1'-0"

EXISTING- ROOF PLAN / ENVELOPE GRAPHIC

LICENSED ARCHITECT AR-2272  
Peter G. Anderson  
State of Idaho

REVISIONS:  
8-23-16 AS-BUILT  
10-18-16 SD PROGRESS  
11-2-16 SD PROGRESS  
11-28-16 SD PROGRESS  
12-14-16 SD PROGRESS  
12-29-16 SD PROGRESS  
1-17-17 DR SUBMITAL  
1-25-17 DR SUBMITAL-REV

ISSUE:

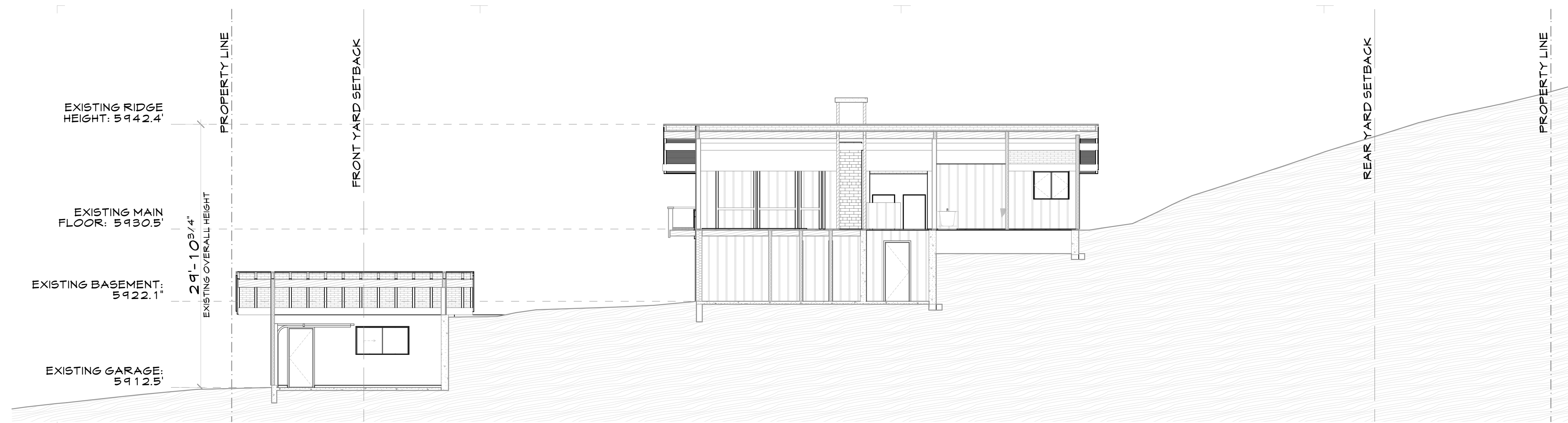
1604

A3

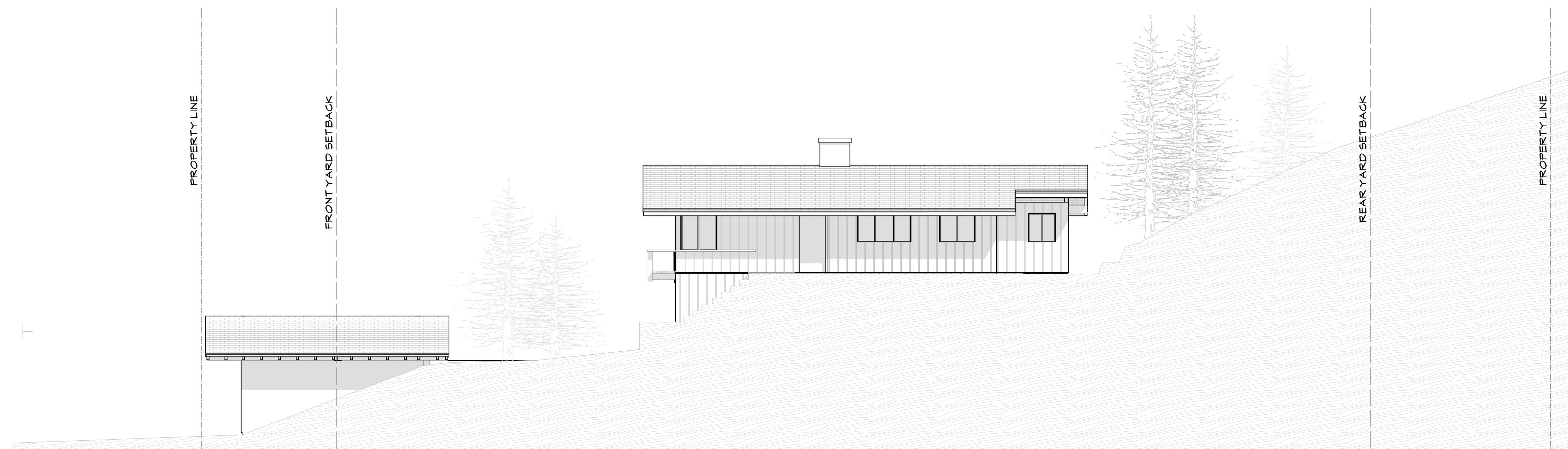
Cutter Residence  
820 Walnut Ave, Ketchum, Idaho, 83340,

anderson architecture p.a.

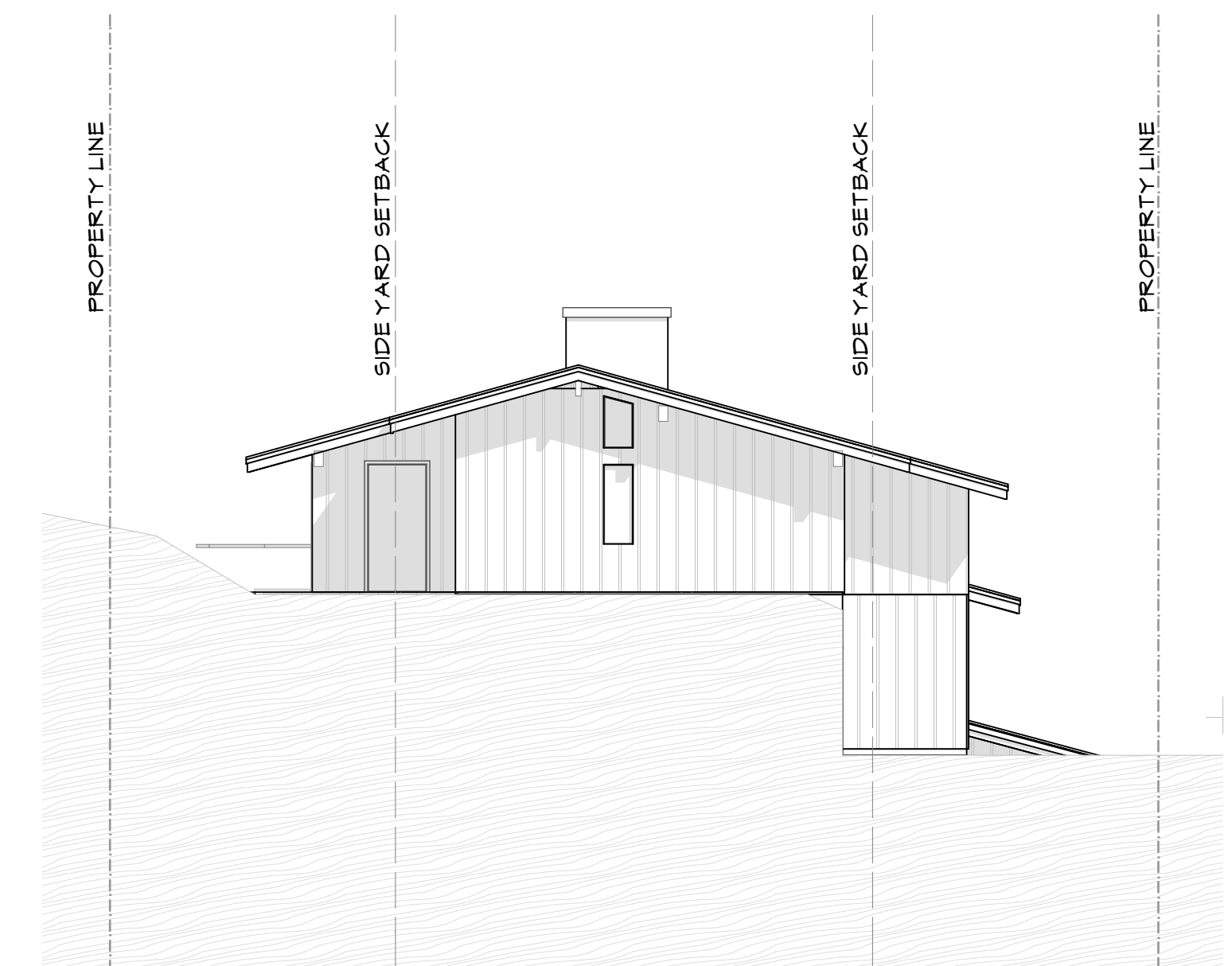




SECTION A  
 SCALE: 1/8" = 1'-0" 5



EXISTING- SOUTH ELEVATION  
 SCALE: 1/8" = 1'-0" 4



EXISTING- EAST ELEVATION  
 SCALE: 1/8" = 1'-0" 3



EXISTING- NORTH ELEVATION  
 SCALE: 1/8" = 1'-0" 2



EXISTING- WEST ELEVATION  
 SCALE: 1/8" = 1'-0" 1

EXISTING- BUILDING ELEVATIONS

- REVISIONS:
- 8-23-16 AS-BUILT
  - 10-18-16 SD PROGRESS
  - 11-2-16 SD PROGRESS
  - 11-28-16 SD PROGRESS
  - 12-14-16 SD PROGRESS
  - 12-29-16 SD PROGRESS
  - 1-17-17 DR SUBMITAL
  - 1-25-17 DR SUBMITAL-REV

ISSUE:

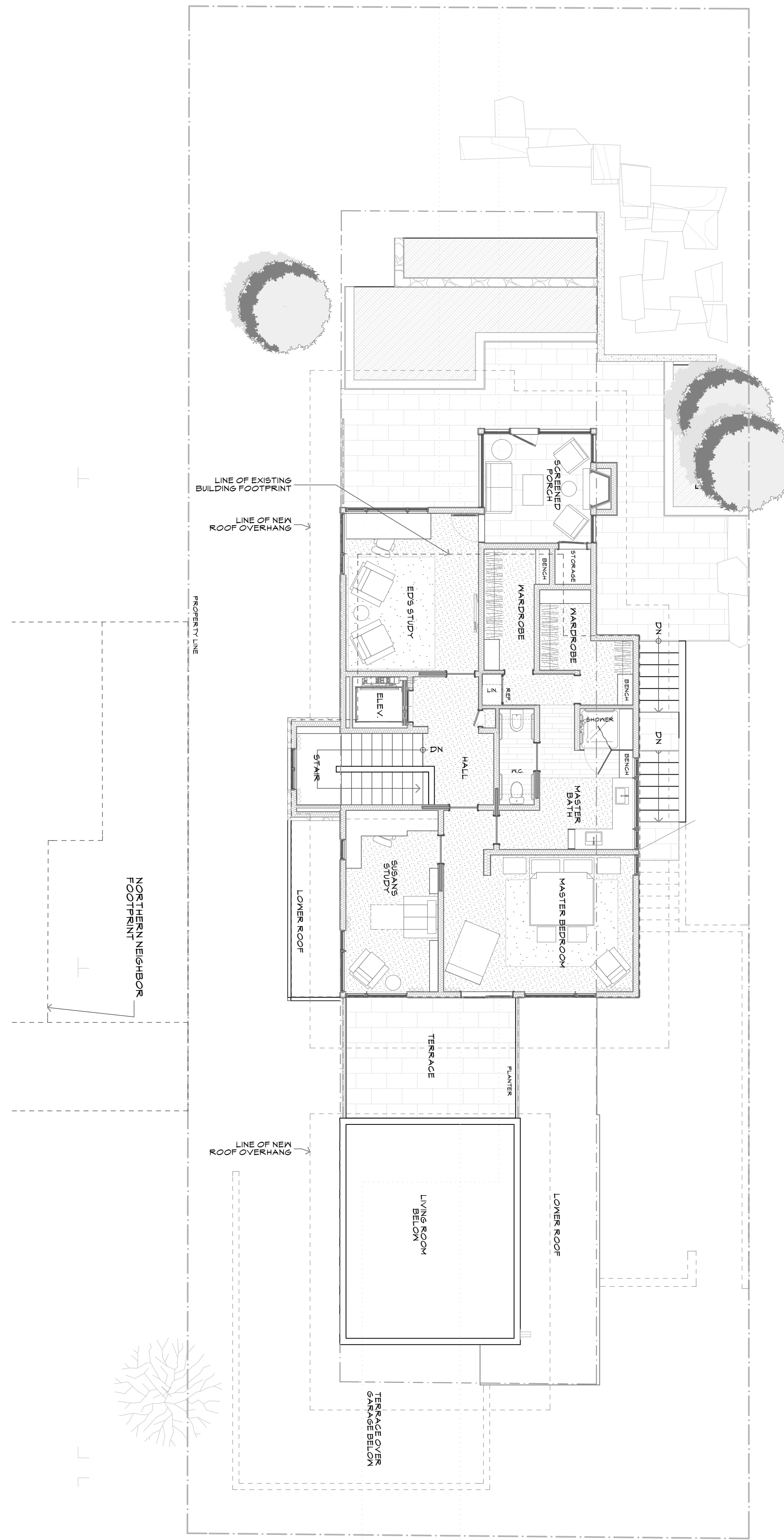
1604

A4

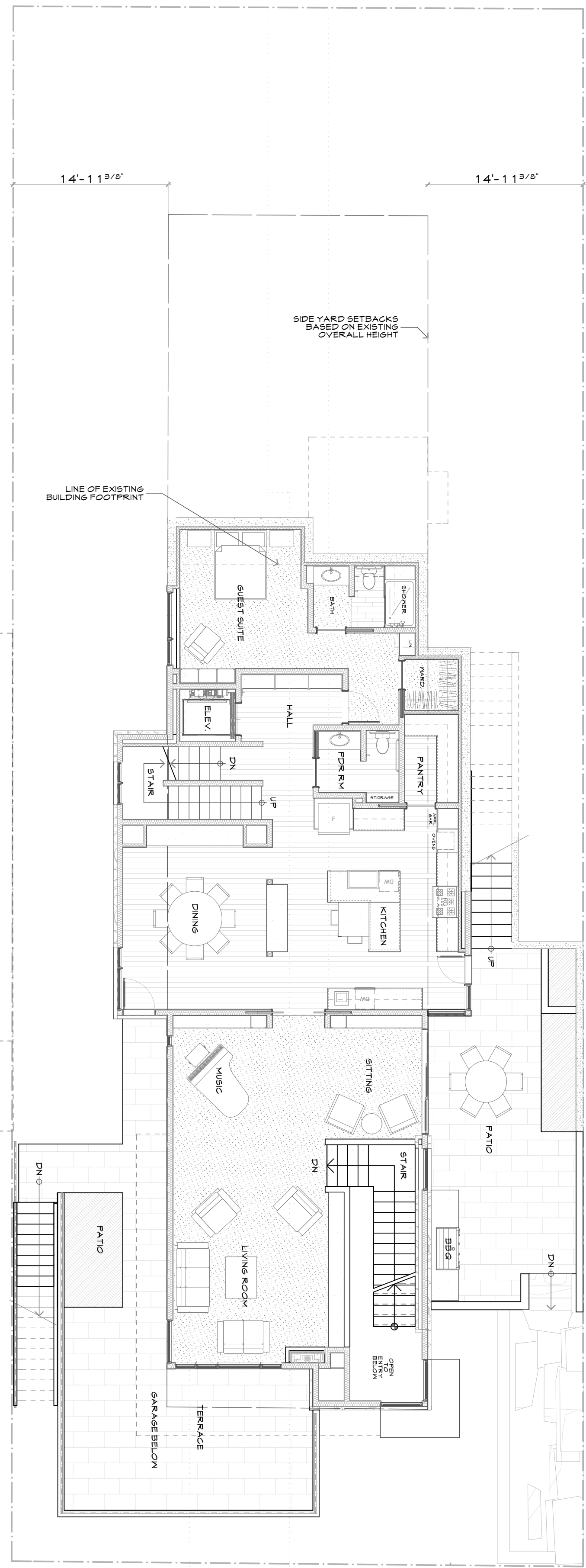
Cutter Residence  
 820 Walnut Ave, Ketchum, Idaho, 83340,



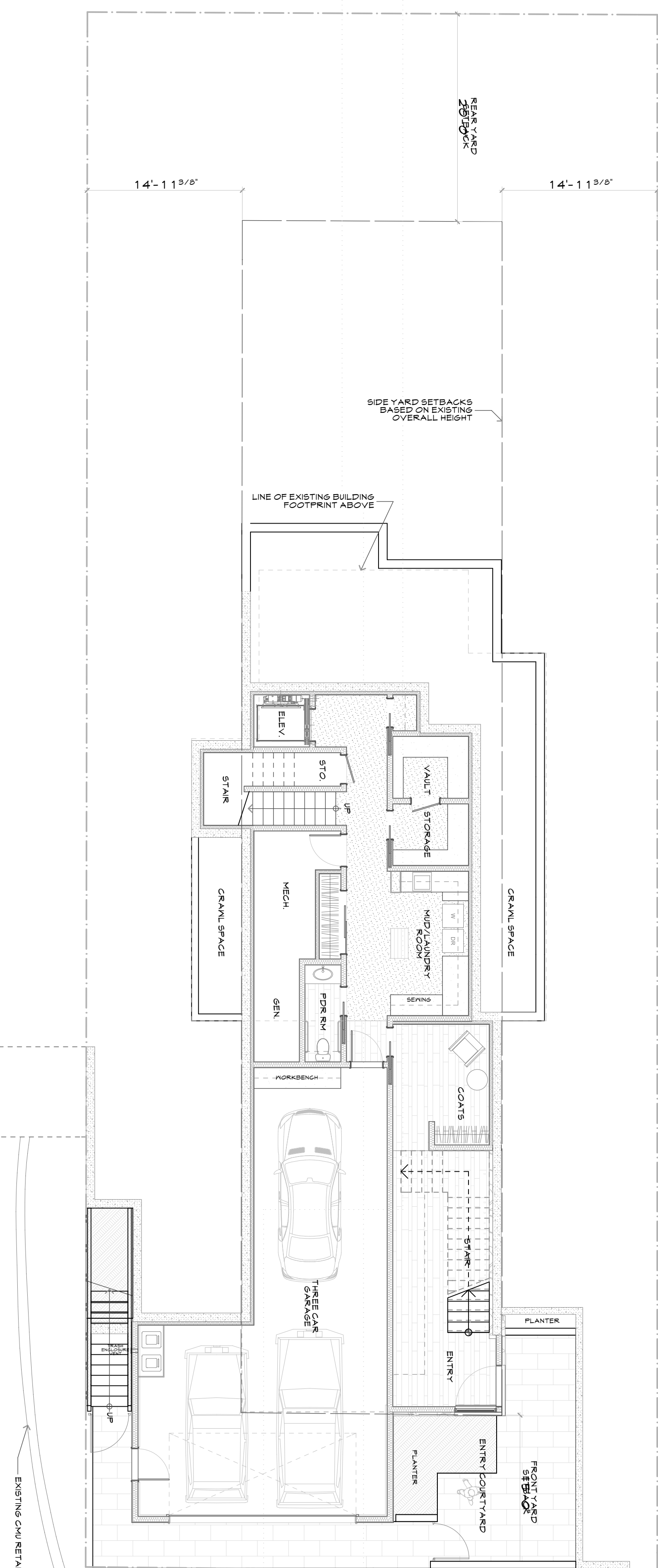
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UPPER LEVEL-NEW  
SCALE: 1/8" = 1'-0" **3**



MAIN LEVEL-NEW  
SCALE: 1/8" = 1'-0" **2**



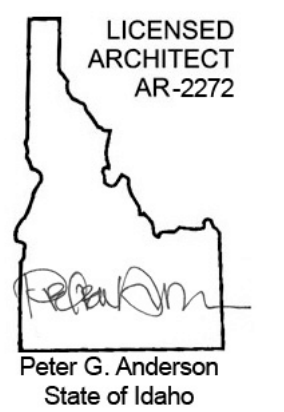
GARAGE LEVEL-NEW  
SCALE: 1/8" = 1'-0" **1**

NEW-FLOOR PLANS

1604

ISSUE:

- REVISIONS:
- 8-23-16 AS-BUILT
  - 10-18-16 SD PROGRESS
  - 11-2-16 SD PROGRESS
  - 11-28-16 SD PROGRESS
  - 12-14-16 SD PROGRESS
  - 12-29-16 SD PROGRESS
  - 1-17-17 DR SUBMITAL
  - 1-25-17 DR SUBMITAL-REV



**Cutter Residence**  
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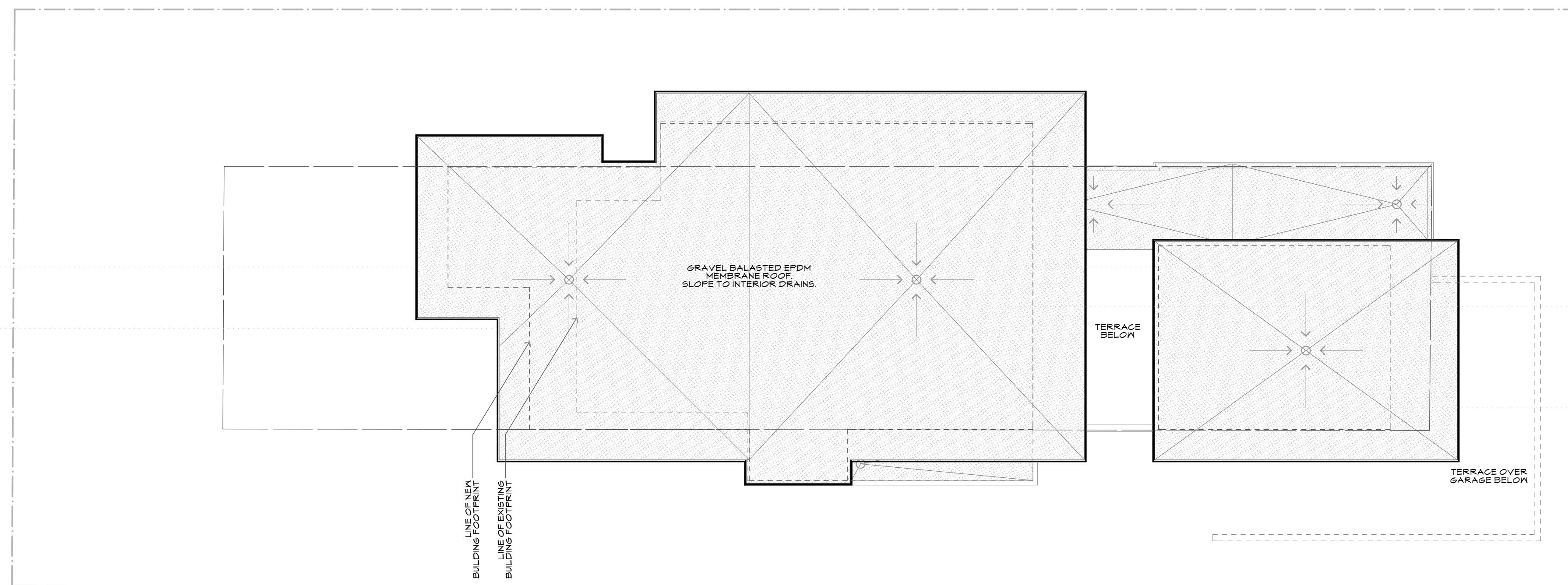
A5



BUILDING / SITE SECTION

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

1



ROOF PLAN - NEW CONSTRUCTION

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

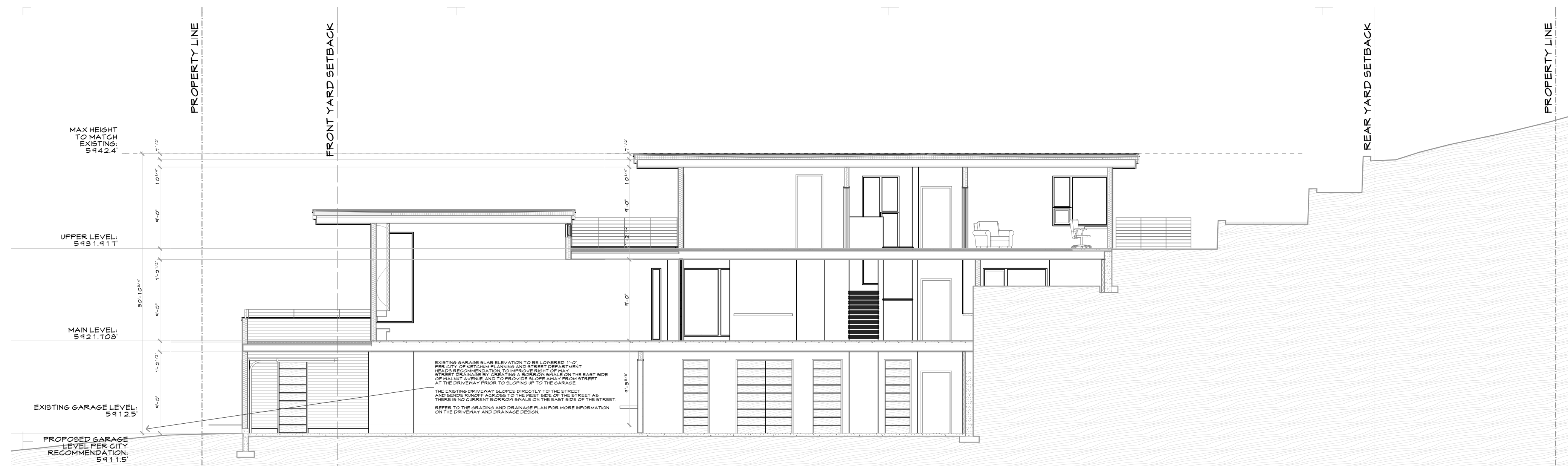
2

BUILDING SECTION / ROOF PLAN

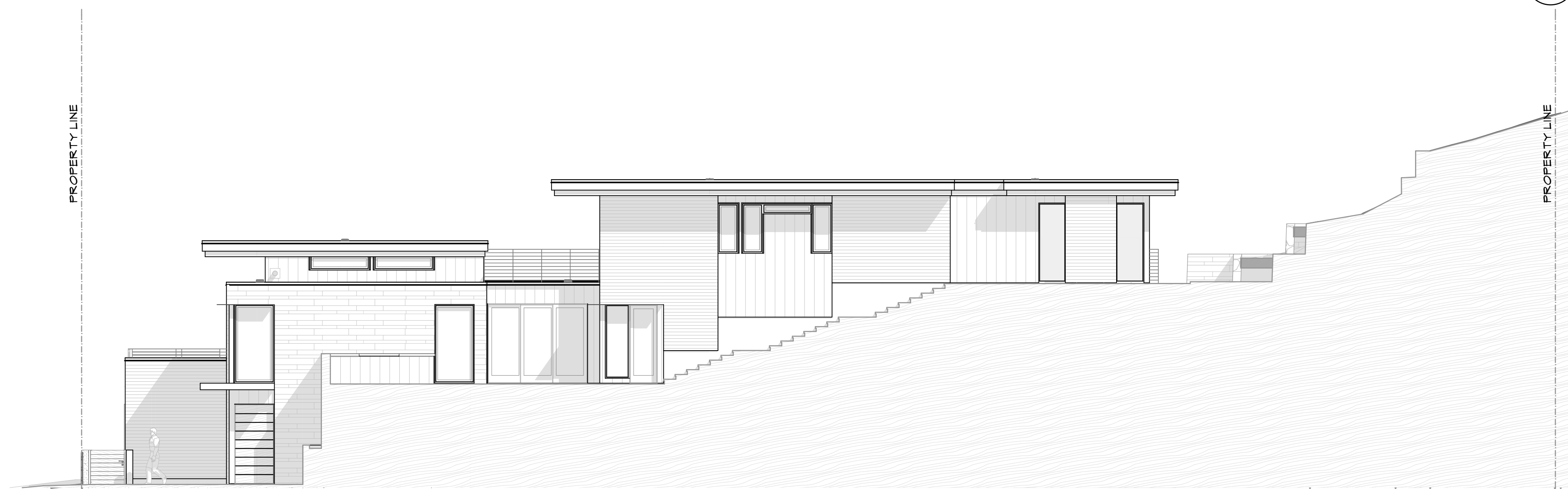
- REVISIONS:
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  - 11-2-16 SD PROGRESS
  - 11-28-16 SD PROGRESS
  - 12-14-16 SD PROGRESS
  - 12-29-16 SD PROGRESS
  - 1-17-17 DR SUBMITAL
  - 1-25-17 DR SUBMITAL-REV

ISSUE:

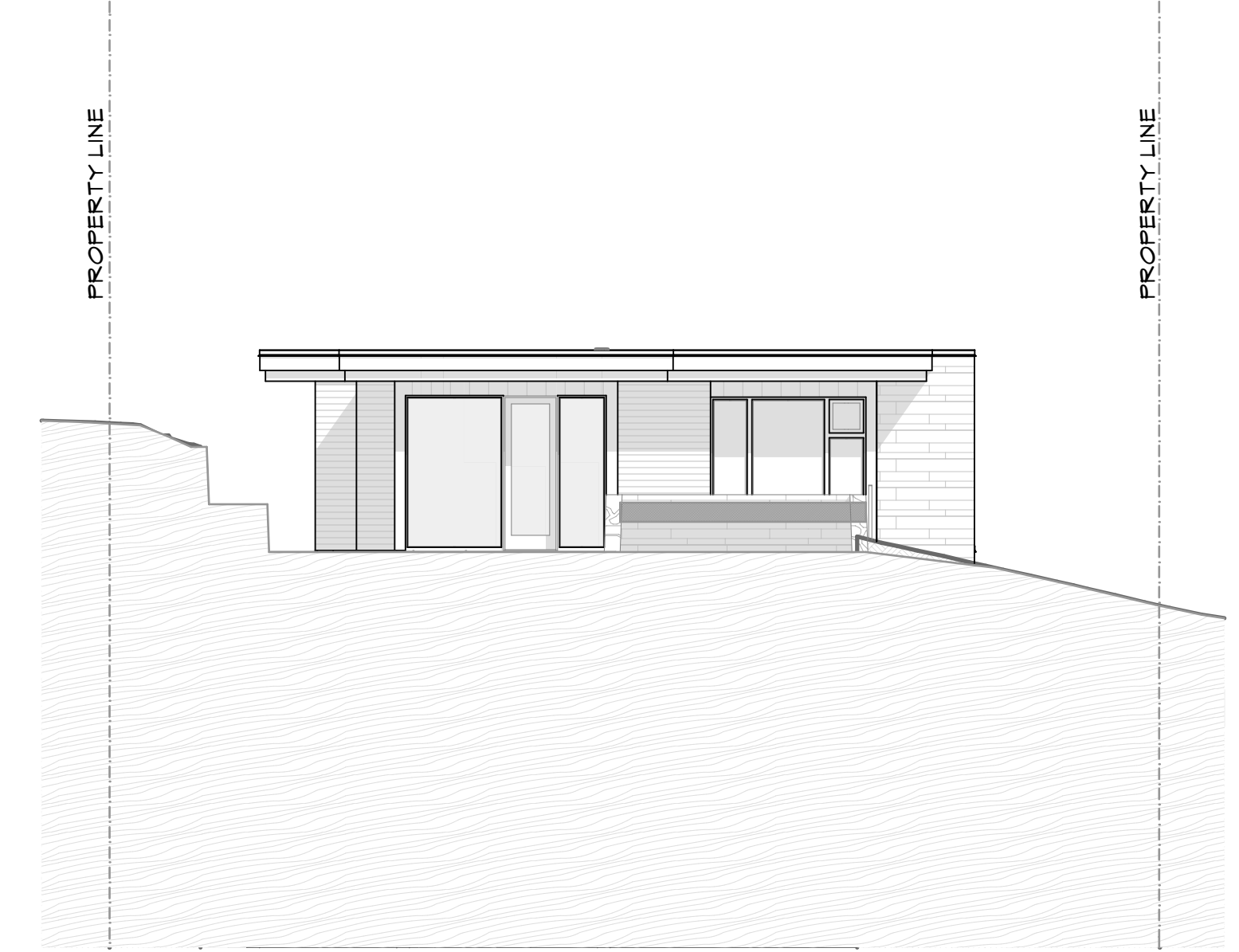
1604



**SECTION H**  
SCALE: 1/8" = 1'-0" **5**



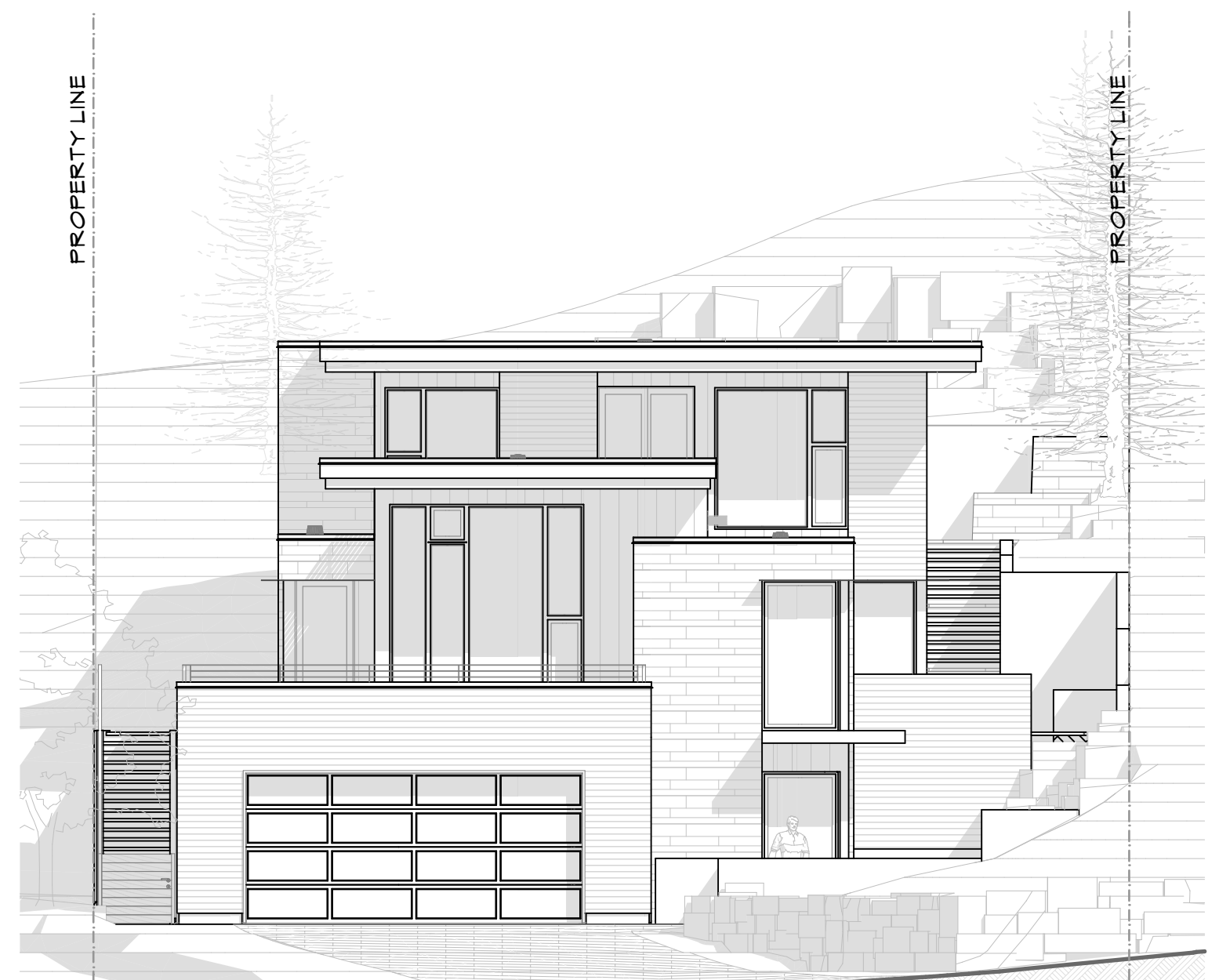
**NEW- SOUTH ELEVATION**  
SCALE: 1/8" = 1'-0" **3**



**NEW- EAST ELEVATION**  
SCALE: 1/8" = 1'-0" **4**



**NEW-NORTH ELEVATION**  
SCALE: 1/8" = 1'-0" **1**



**NEW-WEST ELEVATION**  
SCALE: 1/8" = 1'-0" **2**

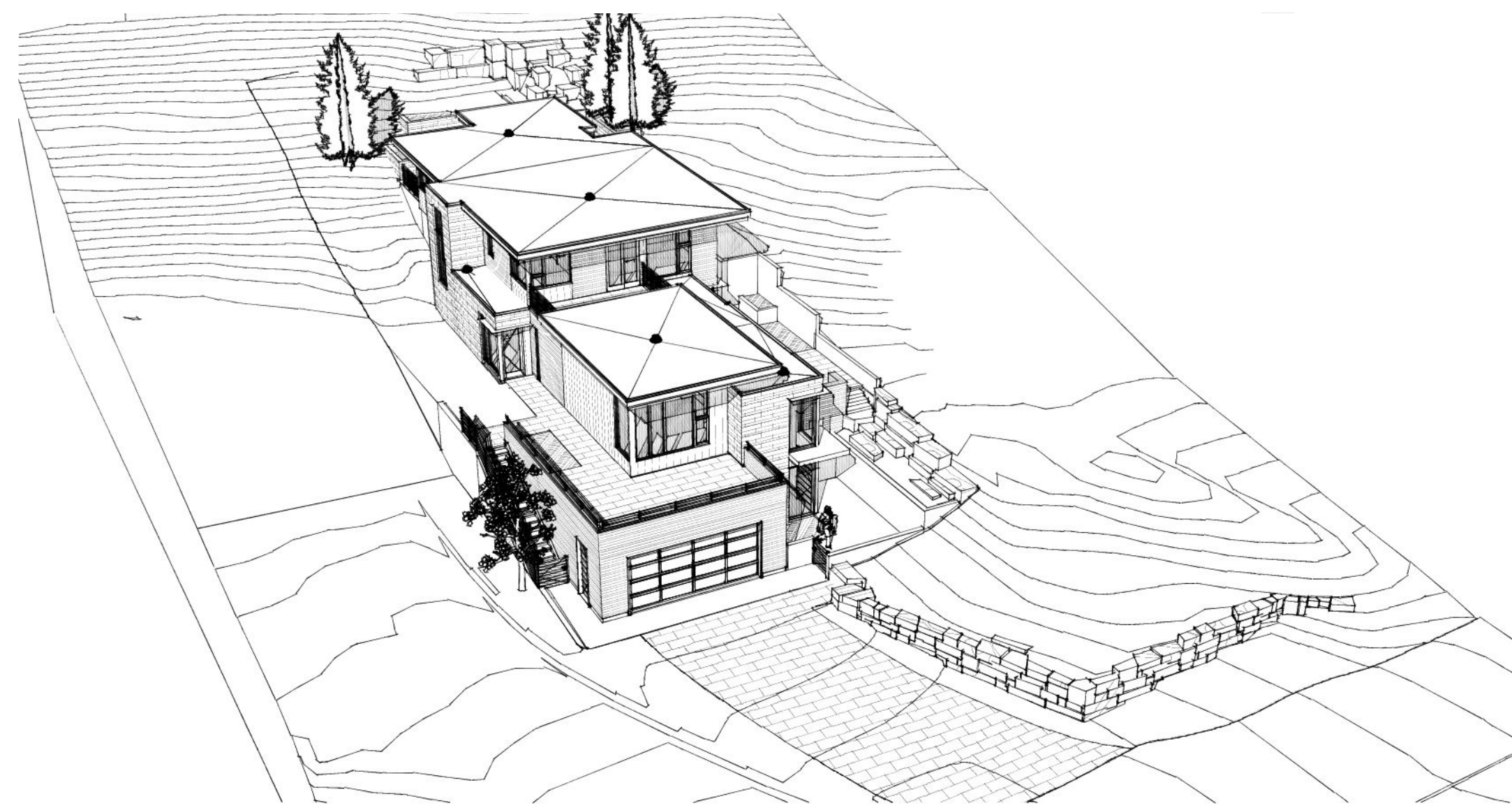
**NEW-BUILDING ELEVATIONS**



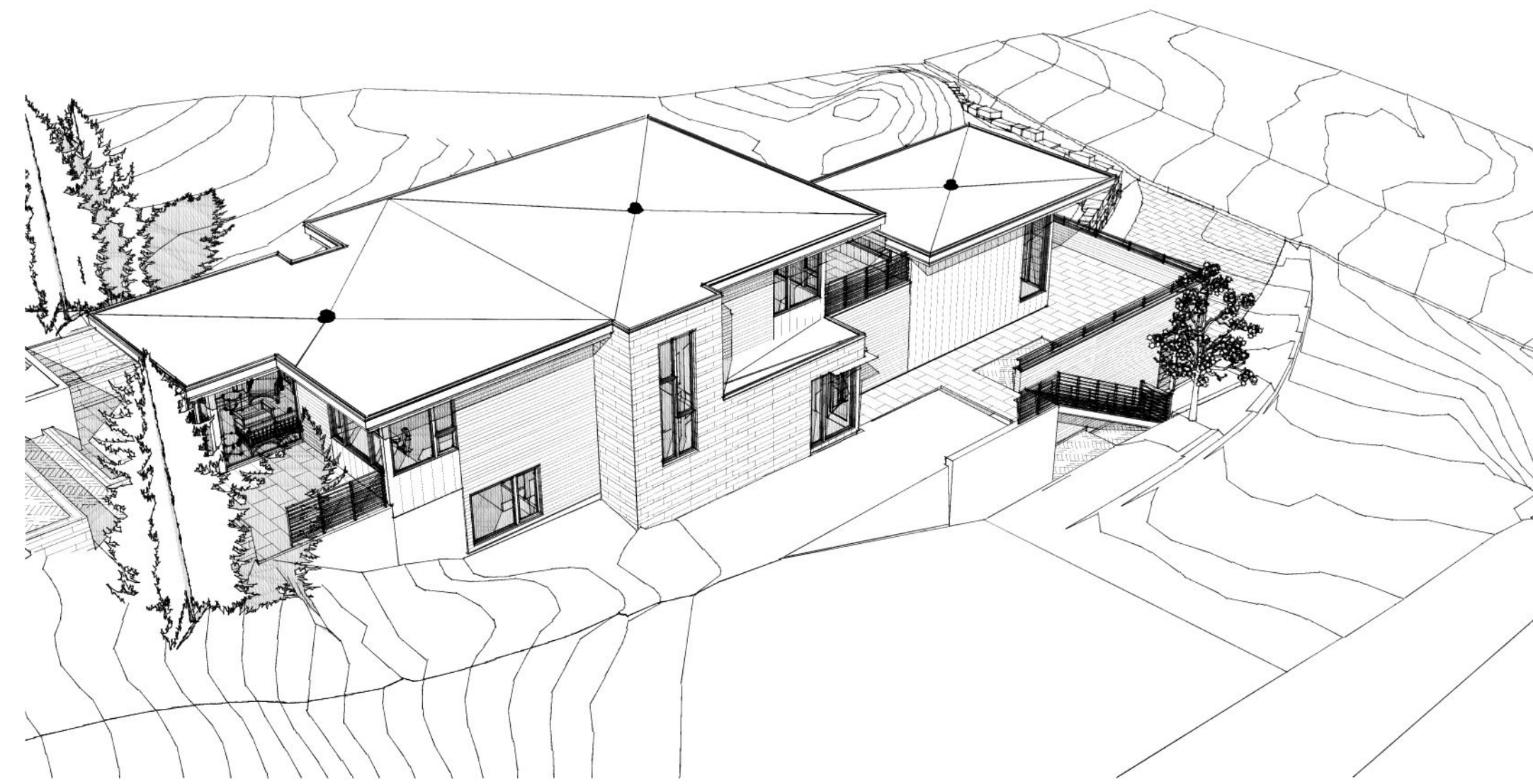
- REVISIONS:**
- 8-23-16 AS-BUILT
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  - 11-2-16 SD PROGRESS
  - 11-28-16 SD PROGRESS
  - 12-14-16 SD PROGRESS
  - 12-29-16 SD PROGRESS
  - 1-17-17 DR SUBMITAL
  - 1-25-17 DR SUBMITAL-REV

**ISSUE:**

1604



NW BIRD'S EYE VIEW (6)  
SCALE: 1/4" = 1'-0"



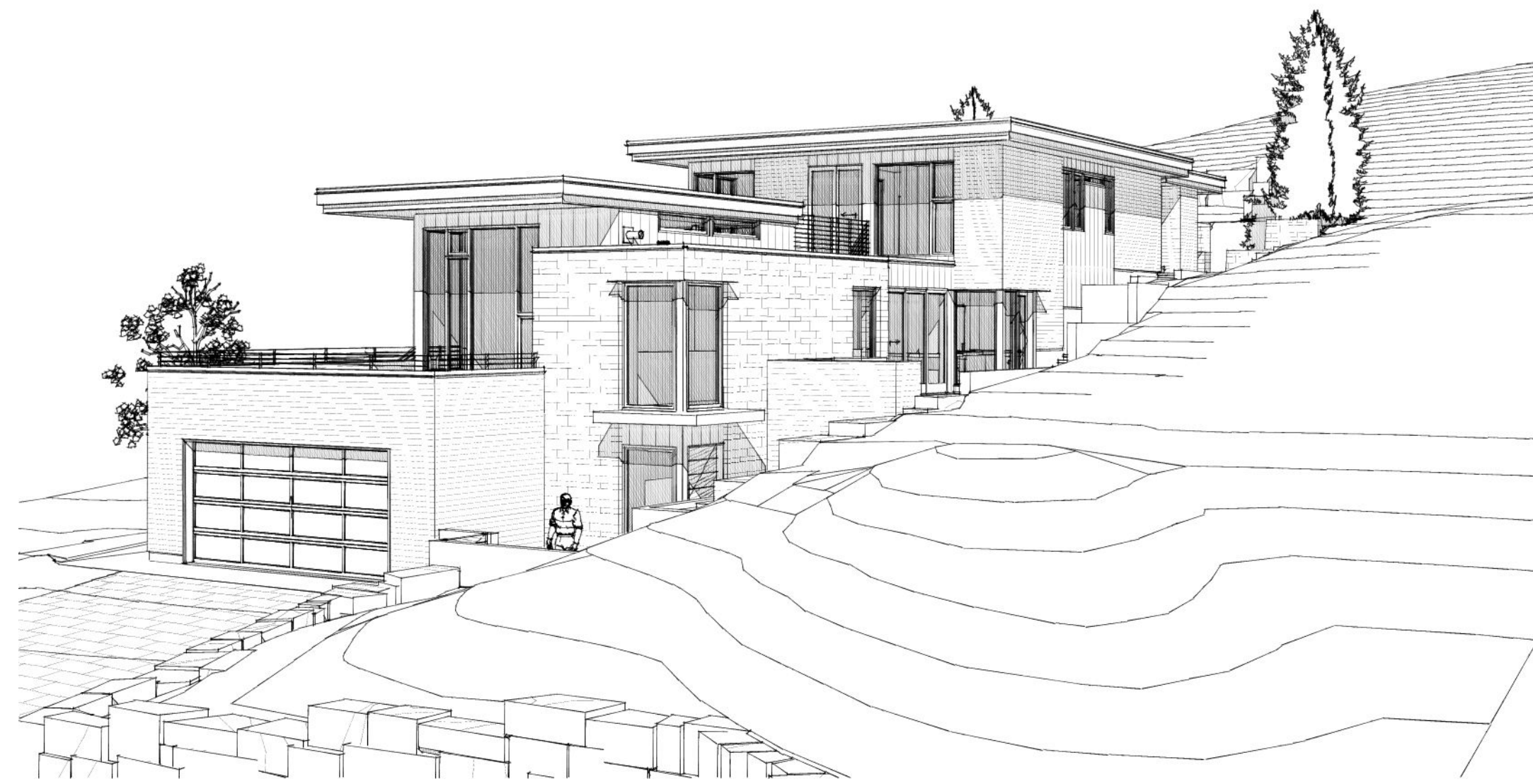
NE BIRD'S EYE VIEW (5)  
SCALE: 1/4" = 1'-0"



SW BIRD'S EYE VIEW (4)  
SCALE: 1/4" = 1'-0"



STREET VIEW (3)  
SCALE: 1/4" = 1'-0"



SW PERSPECTIVE (2)  
SCALE: 1/4" = 1'-0"



NW PERSPECTIVE (1)  
SCALE: 1/4" = 1'-0"



WOOD SIDING, FASCIA: PAINTED



SANDSTONE THIN VENEER



SMOOTH WALL METAL SIDING: BONDERIZED



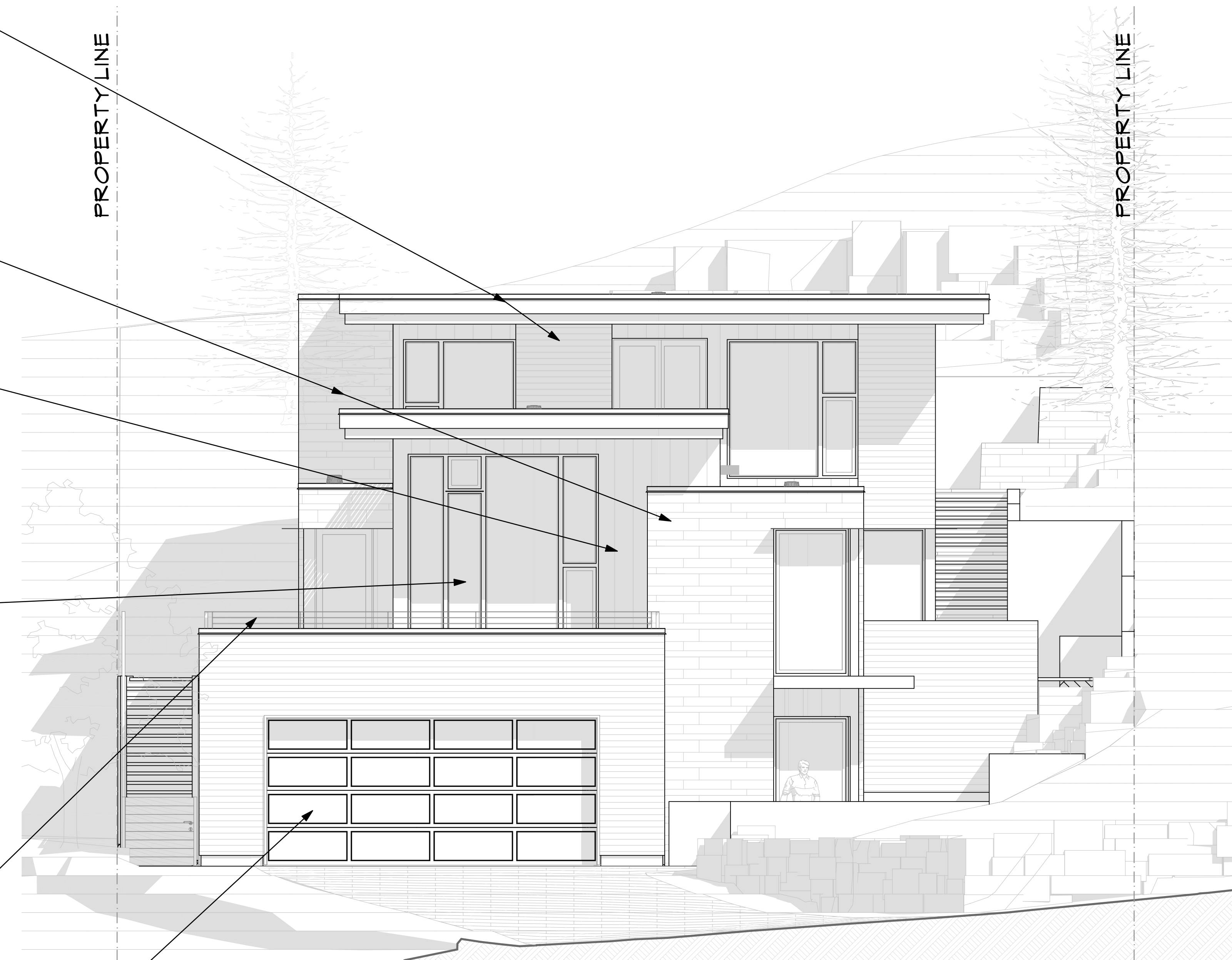
ALUMINUM CLAD WOOD WINDOWS AND DOORS, DARK BRONZE



POWDER COATED RAILINGS



OPAQUE GLASS GARAGE DOOR WITH DARK BRONZE FRAME



BUILDING MATERIALS COLOR BOARD

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

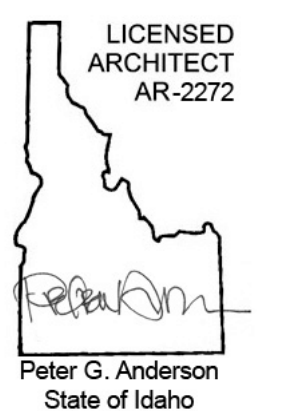
1

COLOR BOARD

ISSUE:

1604

CB 1.0



- REVISIONS:
- 8-23-16 AS-BUILT
  - 10-18-16 SD PROGRESS
  - 11-2-16 SD PROGRESS
  - 11-28-16 SD PROGRESS
  - 12-14-16 SD PROGRESS
  - 12-29-16 SD PROGRESS
  - 1-17-17 DR SUBMITAL
  - 1-25-17 DR SUBMITAL-REV

Cutter Residence  
820 Walnut Ave, Ketchum, Idaho, 83340,

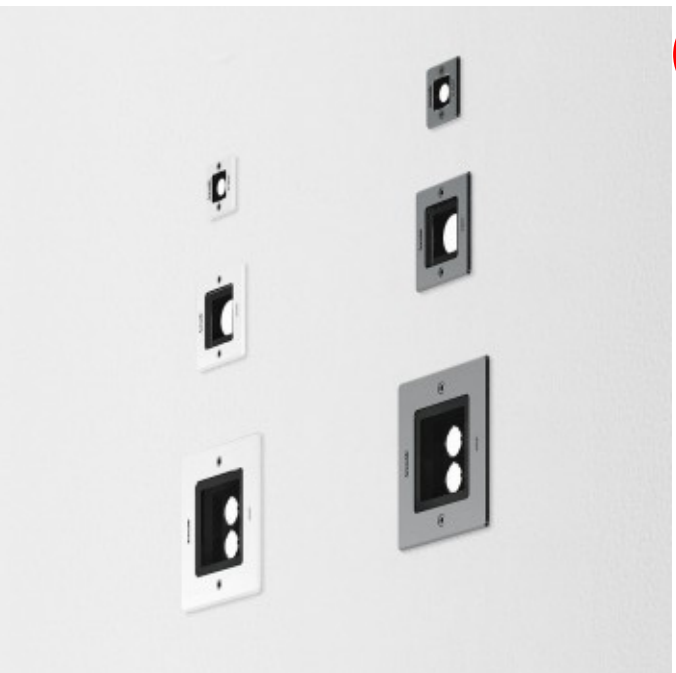
anderson architecture p.a.

## Attachment G. Exterior Lighting

[Click here to print this page](#)



## Ego Recessed Square Outdoor Ceiling Light



Item Code: ART-EGO-SQUARE-CEILING

Description: **Notes:** In order to be eligible for a 5 year warranty, this product must be registered within 2 months of purchase. [View Manufacturer Warranty.](#)

Material(s): Aluminum, Metal, Glass, Steel, Stainless-Steel

### Dimensions:

- Small: 2.1875"Square X 3.6875"H (housing depth)
- Medium: 3.5625"Square X 3.5625"H (housing depth)
- Large: 5.875"Square X 4.6875"H (housing depth)

Lamp Type: LED

### Bulbs:

- Ego 55 14° Spot – Small / Fixed Spot Beam: 1 X 1.5W LED module; 3000K/4000K, 66/76 lumens, 80 CRI (included)
- Ego 55 32° Flood – Small / Fixed Flood Beam: 1 X 1.5W LED module; 3000K/4000K, 61/70 lumens, 80 CRI (included)
- Ego 90 10° Spot – Medium / Spot Adjustable Beam: 3 X 3.5W LED module; 3000K/4000K, 176/201 lumens, 80 CRI (included)
- Ego 90 24° Flood – Medium / Flood Adjustable Beam: 3 X 3.5W LED module; 3000K/4000K, 143/164 lumens, 80 CRI (included)
- Ego 150 10° Spot – Large / Spot Adjustable Beam: 4 X 7W LED module; 3000K/4000K, 166/189 lumens, 80 CRI (included)
- Ego 150 38° Flood – Large / Flood Adjustable Beam: 4 X 7W LED module; 3000K/4000K, 248/284 lumens, 80 CRI (included)

Listing: CUL, UL, IP65, IP67

Price: \$170.00  
+ Free Shipping

### Options: Model:

- Small 55 / Fixed Spot Beam / White
- Small 55 / Fixed Spot Beam / Stainless Steel (+\$55.00)
- Small 55 / Fixed Flood Beam / White
- Small 55 / Fixed Flood Beam / Stainless Steel (+\$55.00)
- Medium 90 / Adjustable Spot Beam / White (+\$175.00)
- Medium 90 / Adjustable Spot Beam / Stainless Steel (+\$195.00)
- Medium 90 / Adjustable Flood Beam / White (+\$175.00)
- Medium 90 / Adjustable Flood Beam / Stainless Steel (+\$195.00)
- Large 150 / Adjustable Spot Beam / White (+\$525.00)
- Large 150 / Adjustable Spot Beam / Stainless Steel (+\$575.00)



Large 150 / Adjustable Flood Beam / White (+\$525.00)  
Large 150 / Adjustable Flood Beam / Stainless Steel (+\$575.00)

**Color Temperature:**  
3000K  
4000K

The Ego Recessed Square Outdoor Ceiling Light is a family of ceiling recessed luminaires with direct emission from high-performance LEDs. Composed of an aluminum body with stainless steel or aluminum painted frame and black silkscreen tempered glass.

Available in three sizes – small, medium or large in white or stainless steel finishes. The small and medium sizes are fastened to the ceiling by steel springs. The small and medium sizes ship with 11.5" of 2-conductor cable resined to the body for connection to the electrical driver (24V DC driver sold separately).

**Note: For version 55 (small) & 90 (medium): [24V DC supply](#) is required (remote driver sold separately). For version 150 (large): electronic driver integrated.**

The large size is fastened to the ceiling with steel swing arms and ships with 11.5" of 3-conductor cable for connection to the electrical driver. The electronic driver is integrated into the body of the large fixture.

Available in fixed spot, fixed flood, adjustable spot or adjustable flood beams.

- Fixed Spot: Concentrated luminous flow to highlight details while avoiding unwanted light dispersion. 14° beam spread.
- Fixed Flood: Wide luminous flow for lighting large areas. 32° beam spread.
- Adjustable Spot: Concentrated luminous flow to highlight details while avoiding unwanted light dispersion. 10° beam spread (medium) or 10° beam spread (large).
- Adjustable Flood: Wide luminous flow for lighting large areas. 24° beam spread (medium) or 38° beam spread (large).

IK10 and IP65 for Ego 55 & 90; IP67 for Ego 150. Standard non-dimmable.

Ceiling cut-out dimensions:

- Small: 1.875"
- Medium: 3.125"
- Large: 5.3125"

To configure this fixture, you will need to select a remote driver (sold separately). We offer a 24V DC remote driver in 16 or 40 watts. More than one fixture can be used per driver; however, it is recommended that you subtract 10% from the wattage when calculating the desired driver.

UL Listed.

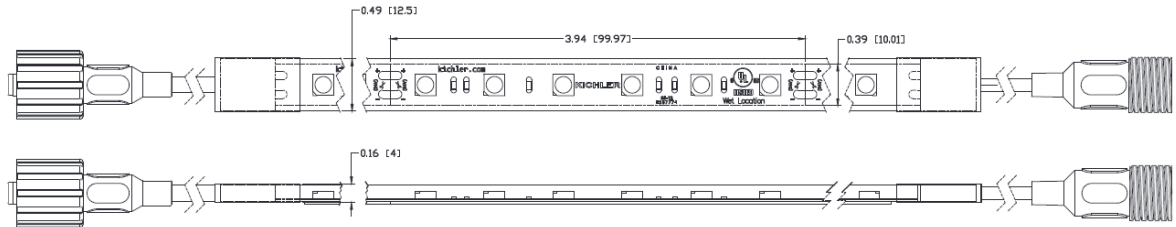
If you have questions, call (866) 428 9289

# TaskWork LED Tape Light

## 24 Volt DC Outdoor Wet Location White & Single Colors

Project:

Location:



Description	Professional grade 24 volt LED Tape Light
Features	<ul style="list-style-type: none"> <li>• Expected life 50,000 hrs at L70</li> <li>• Fully dimmable when used with dimmable power supply</li> <li>• Sections can connect together end-to-end or be used individually</li> <li>• Tape can be cut every 4" at the end of a run</li> <li>• Once tape has been cut, the excess cannot be reused</li> <li>• 3M™/VHB professional grade adhesive backing for an easy peel-and-stick installation</li> <li>• UL outdoor wet location rated</li> <li>• IP67 Rated</li> </ul>
Construction	Flexible, PCB with silicone and PVC coating with UV inhibitors. Pre-installed waterproof connectors on either end.
Operating Voltage	24V DC
CRI	80+ (white lights only)
Light Source	6 High Powered LED per 4" section
Beam Angle	120°
Operating Temperature	-10°C to +50°C (-30°F to +120°F)
Power Supply	Remote electronic Class 2 transformer. 120VAC 50/60Hz input, 24VDC output. UL listed 2108 and 1838 for outdoor wet locations.
Certification	FCC compliant, UL & CUL listed. UL 2108 and 1838 wet location rated, ROHS compliant, IP65 Rated
Warranty	5 year warranty. See <a href="http://www.Kichler.com">www.Kichler.com</a> for full warranty information



# Forever Bright

## SPECIFICATION FEATURES

**Finish:** Our naturally etched finishes will withstand the test of time. All finishes are individually treated insuring consistency. Our meticulous application results in a fixture that truly becomes "a one of a kind".

**Electrical:** Available in 9-15V

**Labels:** ETL Standard Wet Label  
C-ETL

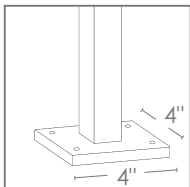


Model: **SPJ-CC24-2REC**  
Finish: PVD Satin

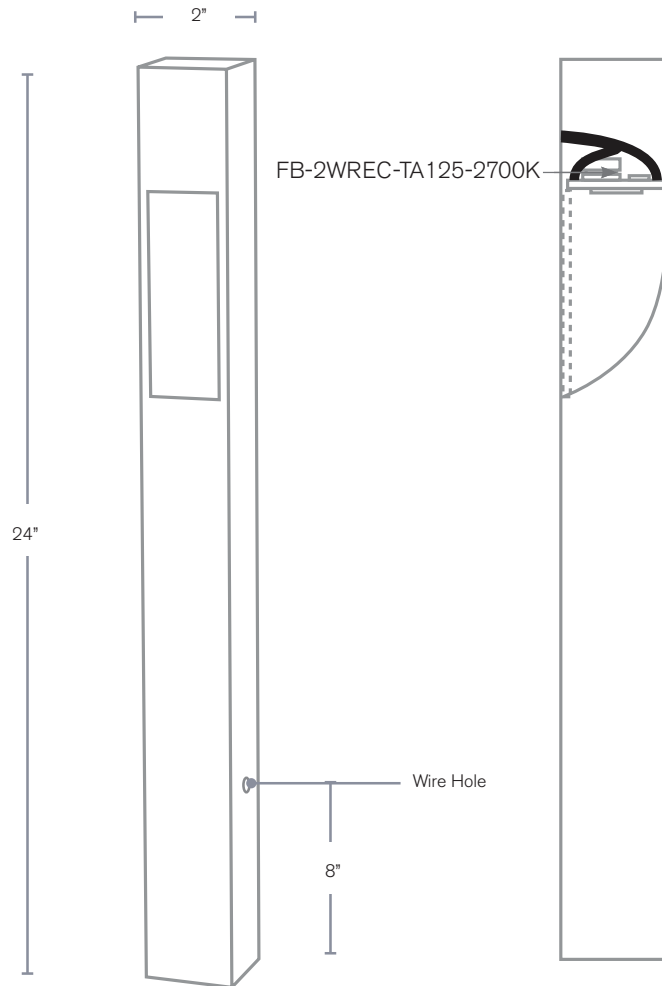
### Contemporary Path Light

#### DESCRIPTION

- Model#:** SPJ-CC24-2REC
- Material:** Solid Brass
- Electrical:** 9-15V
- Engine:** FB-2WREC-TA125-2700K
- Lumens:** 125
- Color Temp:** 2700K
- Mounting:** Direct Burial
- LED:** Nichia



Model: DM4-1  
Deck Mount or  
1/2"NPT Option



Wet Listed



#### ORDERING INFORMATION

Model#	Finishes	Wattage	Lumens	Color Temp.	Electrical
<b>SPJ-CC24-2REC</b>	<b>PVDS</b>	<b>2W</b>	<b>125</b>	<b>2700K</b>	<b>9-15V</b>

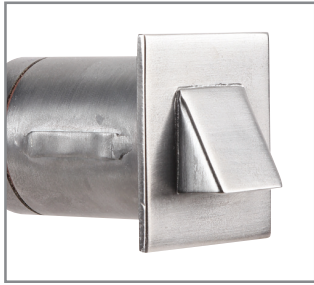
- |                    |                     |    |     |       |       |
|--------------------|---------------------|----|-----|-------|-------|
| V = Verde          | GM = Gun Metal      | 2W | 125 | 2700K | 9-15V |
| M = Moss           | B = Black           |    |     | 400K  |       |
| AG = Aged Brass    | R = Rusty           |    |     | 6500K |       |
| MBR = Matte Bronze | PVDP = PVD Polished |    |     |       |       |
| RC = Raw Copper    | PVDS = PVD Satin    |    |     |       |       |

[WWW.SPJLIGHTING.COM](http://WWW.SPJLIGHTING.COM)



# Forever Bright

## SPECIFICATION FEATURES



Model: **SPJ-GDG-30W-SQ-SH**  
Finish: PVD Graphite

**Finish:** Our naturally etched finishes will withstand the test of time. All finishes are individually treated insuring consistency. Our meticulous application results in a fixture that truly becomes "a one of a kind".

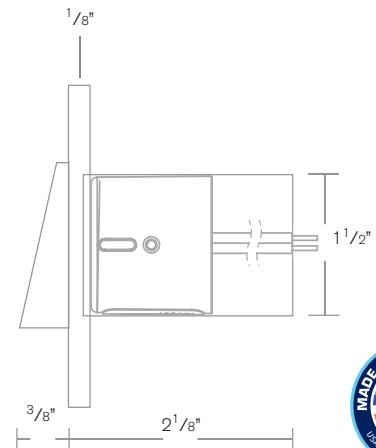
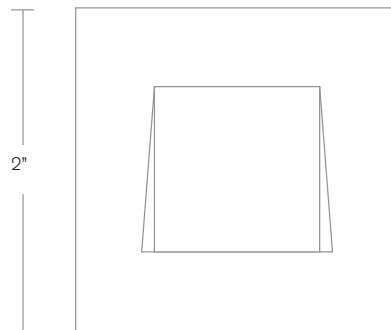
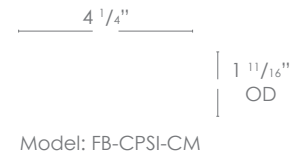
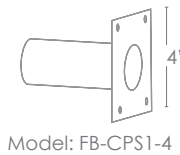
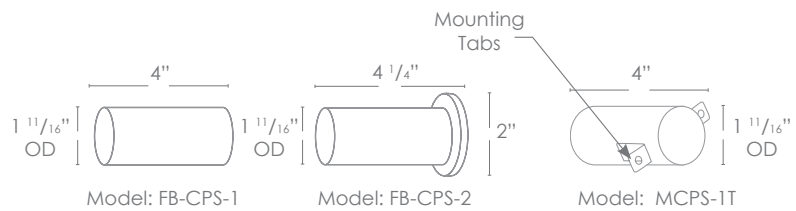
**Electrical:** Available in 8-15V or 120V

**Labels:** ETL Standard Wet Label  
C-ETL

### Concrete Pour Sleeves

#### DESCRIPTION

**Model#:** SPJ-GDG-30W-SQ-SH  
**Engine:** FB-3W-CYL-TA105  
**Lumens:** 105  
**Color Temp:** 2700 k  
**Electrical:** 8-15V, 120V  
**LED:** Nichia



Wet Listed



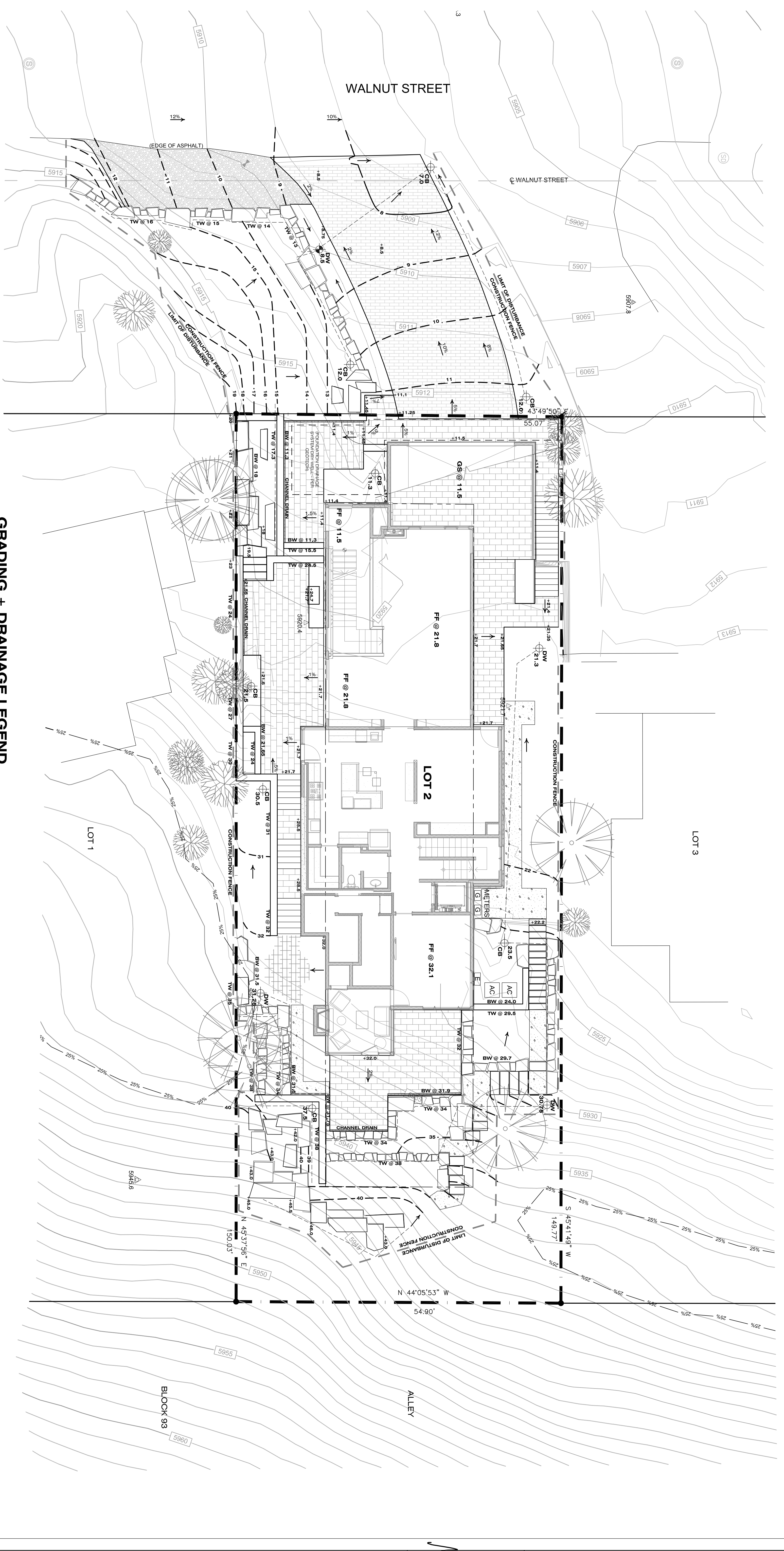
#### ORDERING INFORMATION

Model#	Finishes	Wattage	Lumens	Color Temp.	Electrical
<b>SPJ-GDG-30W-SQ-SH</b>	<b>PVDG</b>	<b>3W</b>	<b>105</b>	<b>2700K</b>	<b>8-15V</b>

V = Verde	B = Black	1W	85	2700K	8-15V
M = Moss	R = Rusty	3W	105	4000K	120V
AG = Aged Brass	PVDP = PVD Polished	5W	125	6500K	
MBR = Matte Bronze	PVDS = PVD Satin				
SB = Satin Brass	PVDG = PVD Graphite				
GM = Gun Metal					

[WWW.SPJLIGHTING.COM](http://WWW.SPJLIGHTING.COM)

**Attachment H. Revised Grading Plan (L-2)**



**GRADING + RE-VEGETATION NOTES**

1. ALL DESIGN AREAS TO BE RESEED WITH A PERENNIAL - COMPANION SPECIES MIX, AND PROTECTED WITH ESTABLISHED.
2. PROPOSED WATER TO INCORPORATE ALL APPLICABLE BEST MANAGEMENT PRACTICES RELATED TO PROJECT AND WATER QUALITY STANDARDS.
3. UNDESIRABLE NATIVE VEGETATION TO BE PRESERVED.

**GRADING + DRAINAGE NOTES:**

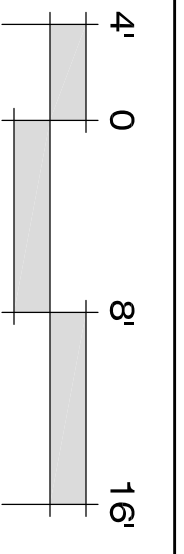
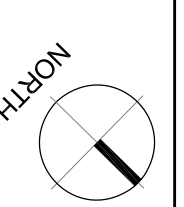
1. REFER TO GEOTECHNICAL REPORT FOR INFORMATION REGARDING SOIL AND SUBSURFACE CONDITIONS. UNDESIRABLE SOIL AREAS TO BE REMOVED AND REPLACED WITH FILL TO MEET DESIGN REQUIREMENTS.
2. REFER TO GEOTECHNICAL REPORT FOR INFORMATION REGARDING SOIL AND SUBSURFACE CONDITIONS. UNDESIRABLE SOIL AREAS TO BE REMOVED AND REPLACED WITH FILL TO MEET DESIGN REQUIREMENTS.
3. REFER TO GEOTECHNICAL REPORT FOR INFORMATION REGARDING SOIL AND SUBSURFACE CONDITIONS. UNDESIRABLE SOIL AREAS TO BE REMOVED AND REPLACED WITH FILL TO MEET DESIGN REQUIREMENTS.
4. REFER TO GEOTECHNICAL REPORT FOR INFORMATION REGARDING SOIL AND SUBSURFACE CONDITIONS. UNDESIRABLE SOIL AREAS TO BE REMOVED AND REPLACED WITH FILL TO MEET DESIGN REQUIREMENTS.
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6. REFER TO GEOTECHNICAL REPORT FOR INFORMATION REGARDING SOIL AND SUBSURFACE CONDITIONS. UNDESIRABLE SOIL AREAS TO BE REMOVED AND REPLACED WITH FILL TO MEET DESIGN REQUIREMENTS.
7. REFER TO GEOTECHNICAL REPORT FOR INFORMATION REGARDING SOIL AND SUBSURFACE CONDITIONS. UNDESIRABLE SOIL AREAS TO BE REMOVED AND REPLACED WITH FILL TO MEET DESIGN REQUIREMENTS.
8. REFER TO GEOTECHNICAL REPORT FOR INFORMATION REGARDING SOIL AND SUBSURFACE CONDITIONS. UNDESIRABLE SOIL AREAS TO BE REMOVED AND REPLACED WITH FILL TO MEET DESIGN REQUIREMENTS.
9. REFER TO GEOTECHNICAL REPORT FOR INFORMATION REGARDING SOIL AND SUBSURFACE CONDITIONS. UNDESIRABLE SOIL AREAS TO BE REMOVED AND REPLACED WITH FILL TO MEET DESIGN REQUIREMENTS.
10. REFER TO GEOTECHNICAL REPORT FOR INFORMATION REGARDING SOIL AND SUBSURFACE CONDITIONS. UNDESIRABLE SOIL AREAS TO BE REMOVED AND REPLACED WITH FILL TO MEET DESIGN REQUIREMENTS.

**GRADING + DRAINAGE LEGEND**

- EXISTING CONTOURS
- PROPOSED CONTOURS
- SPOT ELEVATION - EXISTING
- SPOT ELEVATION - FINISH GRADE
- SPOT ELEVATION - FINISH GRADE
- DIRECTION OF DRAINAGE
- PERCENTAGE OF SLOPE
- FINISH FLOOR ELEVATION
- GARAGE SLAB ELEVATION
- CONCRETE SITE WALL
- DRYSTACK WALL
- DRYSTACK BOULDERS
- TOP OF WALL ELEVATION
- BOTTOM OF WALL ELEVATION
- TERrace PAVERS
- DRIVEWAY PAVERS
- DECORATIVE GRAVEL PATHS
- SNOW STORAGE\*
- SNOWMELT PROVIDED - Snow Storage Not Required
- DRYWELL - 1 @ 24"
- DRYWELL - 3 @ 12"
- CATCHBASIN - 8 @ 12"
- 4" ADS DRAINLINES
- CHANNEL DRAIN - 55 #
- FOUNDATION DRAINAGE SYSTEM DRYWELL
- CONSTRUCTION FENCE
- LIMIT OF DISTURBANCE

**GRADING PLAN**

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



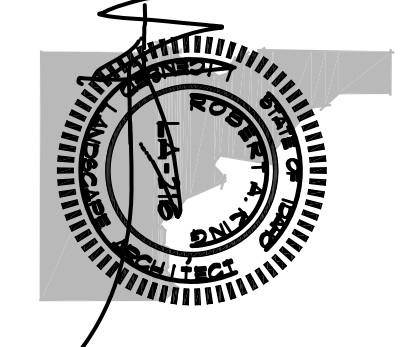
OWNER'S COPY OF DOCUMENTS, THE ELECTRONIC DOCUMENT AND THE CONTENTS DRAWN THEREON, INCLUDING ANY REVISIONS, SHALL BE USED IN WHOLE OR IN PART BY ANY OTHER PERSONS, WITHOUT THE WRITTEN AUTHORIZATION OF CLEMENS ASSOCIATES, LLC.

**CUTTER RESIDENCE**

LOT 2, BLOCK 93, KETCHUM TOWNSITE  
820 NORTH WALNUT AVE.  
KETCHUM, IDAHO

DATE: 01/25/2017  
DESIGN REVIEW  
SUBMITTAL REVISION

GRADING PLAN  
**L-2**



**Clemens Associates LLC**  
LANDSCAPE ARCHITECTURE + DESIGN  
110 5TH STREET SUITE 103  
PO BOX 755 KETCHUM IDAHO 83340  
208.726.5331 WWW.CLEMENSASSOCIATES.COM

**Attachment I. Assessment of Existing Residential Structure**

January 31, 2017

Anderson Architects  
Attn: Pete Anderson  
[pete@andersonarc.com](mailto:pete@andersonarc.com)  
371 North Main Ste. 202  
Ketchum, ID 83340

## Assessment of Existing Residential Structure located at 820 Walnut Ave., Ketchum, Idaho

I have met several times at the above referenced residence with Anderson Architecture, Josh Glick of Bashista Construction to assess the structural integrity of the existing structure and foundation. I have since reviewed the Non-Destructive Evaluation Report by Materials Testing & Inspection dated September 27, 2016 regarding the structures concrete foundation and concrete first floor earth retaining walls and their steel reinforcement (re-bar).

The existing structure, constructed around 1953 (per Blaine County GIS), consists of cast in place concrete footings, first floor concrete slab, first floor concrete stem wall in front, concrete basement earth retaining walls on the sides and back supporting a wood frame second floor, wood frame second floor walls and wood frame roof structure. I defer to the report by MTI for further description of the concrete.

The wood frame roof structure is substantially overstressed when calculated with the snow loads currently prescribed by the City of Ketchum's ordinances. Cracking was observed in the concrete walls of garage (photo 1,2) and an extreme bulge in the back concrete wall was also observed. The bulge probably indicates a failure or very poor original construction. The footings did not have the code specified 2 feet below grade frost protection at several locations where the foundation footings were observed (photo 3).

The report by MTI concluding that there was very minimum rebar in concrete basement walls and the rebar was in the wrong location within the wall. These walls retain the soil up to the second floor, and with the minimal reinforcement they are substantially overstressed. The top of basement walls are typically supported by the second floor, these walls have minor connection to the second floor.

Based on my above observations and the MTI report the foundation does not meet current building code structural requirements and I do not recommend utilizing the concrete walls or foundation in a remodel or addition. Giving the age of the structure alone, which I feel has exceeded the structures safe life expectancy, I do not recommend utilizing the concrete walls or foundation in a remodel or addition. Please don't hesitate to contact me if you have any questions or require additional information.

Sincerely,



Matt P. Morell P.E.  
Morell Engineering, P.C

Attachments: pictures 1,2,3,





**PHOTO 1**



**PHOTO 2**



**PHOTO 3**



**Attachment J. Correspondence from Staff**

## Carl Anderson

---

**From:** Peter Anderson <pete@andersonarc.com>  
**Sent:** Tuesday, February 07, 2017 1:20 PM  
**To:** Carl Anderson  
**Subject:** Fwd: RE: 820 Walnut- zoning review- 3 of 3

3 of 3

This email from Micah and the correspondence below addresses dropping the driveway 1' to accommodate the street department drainage requirements.

Pete

----- Forwarded Message -----

**Subject:** RE: 820 Walnut- zoning review

**Date:** Wed, 14 Dec 2016 23:25:17 +0000

**From:** Micah Austin <[maustin@ketchumidaho.org](mailto:maustin@ketchumidaho.org)>

**To:** Peter Anderson <[pete@andersonarc.com](mailto:pete@andersonarc.com)>, Brittany Skelton <[BSkelton@ketchumidaho.org](mailto:BSkelton@ketchumidaho.org)>

**CC:** 'Kristin Anderson' <[kristin@andersonarc.com](mailto:kristin@andersonarc.com)>, Rob King <[rob@clemensassociates.com](mailto:rob@clemensassociates.com)>, Brian Christiansen <[BChristiansen@ketchumidaho.org](mailto:BChristiansen@ketchumidaho.org)>

Peter,

To meet drainage requirements and satisfy concerns from the Public Work Department, the garage floor may be dropped one foot (12"). This will accommodate a more gradual slope on the driveway and provide for a drainage system on Walnut that is acceptable to the Public Works Department. This modification is approved.

Regards,

Micah

---

**From:** Peter Anderson [<mailto:pete@andersonarc.com>]

**Sent:** Wednesday, December 14, 2016 3:21 PM

**To:** Micah Austin <[maustin@ketchumidaho.org](mailto:maustin@ketchumidaho.org)>; Brittany Skelton <[BSkelton@ketchumidaho.org](mailto:BSkelton@ketchumidaho.org)>

**Cc:** 'Kristin Anderson' <[kristin@andersonarc.com](mailto:kristin@andersonarc.com)>; Rob King <[rob@clemensassociates.com](mailto:rob@clemensassociates.com)>; Brian Christiansen <[BChristiansen@ketchumidaho.org](mailto:BChristiansen@ketchumidaho.org)>

**Subject:** Re: 820 Walnut- zoning review

Micah-

I wanted to let you know that Rob King, Brian Christiansen, and I met at 820 Walnut yesterday morning. We reviewed Rob's new revised proposed drainage plan, based on our discussion at the department heads meeting, to lower the level of the existing driveway at the face of the existing garage 1'. Lowering the driveway allowed

Rob to incorporate a new drainage swale off of the street with a catch basin to collect the water before it gets to the neighbor's driveway to the north.

This drainage plan does depend on lowering the garage slab elevation 1' in order to keep the driveway slope manageable. Sloping down away from the existing street elevation to a drainage swale before sloping back up to the garage slab without lowering the garage slab would mean a driveway slope too steep to navigate in the winter. Thank you for suggesting this solution. It is a good way for the City to continue to improve the drainage along Walnut.

The owners would like us to proceed with revising the architecture and landscape drawings to incorporate this 1' change in the garage slab. Before we get too deep into our revisions we wanted to confirm with your office that this is an acceptable solution for the planning department.

Thanks very much for your efforts on this project. The owners are looking forward to moving ahead with the design review.

Pete

On 9/13/16 4:31 PM, Micah Austin wrote:

Pete,

10:30 Thursday morning may work for me. I have an appointment at 9:00 but it should be finished up by 10:30.

Micah

---

**From:** Peter Anderson [<mailto:pete@andersonarc.com>]  
**Sent:** Tuesday, September 13, 2016 4:16 PM  
**To:** Brittany Skelton <[BSkelton@ketchumidaho.org](mailto:BSkelton@ketchumidaho.org)>; Micah Austin <[maustin@ketchumidaho.org](mailto:maustin@ketchumidaho.org)>  
**Cc:** 'Kristin Anderson' <[kristin@andersonarc.com](mailto:kristin@andersonarc.com)>; Shane Lago <[shane@bashistacorp.com](mailto:shane@bashistacorp.com)>; Josh Glick <[josh@bashistacorp.com](mailto:josh@bashistacorp.com)>  
**Subject:** Re: 820 Walnut- zoning review

Brittany and Micah,

We are planning another meeting at the 820 Walnut property this Thursday at 10:30 am, and I am wondering if it would work for you both to be there to discuss the project, and answer/clarify a few more questions before we get too far into the project design.

Please let me know if this time will work for you to do a site visit.

Thank you,

Pete

On 8/31/16 3:59 PM, Brittany Skelton wrote:

[Pete,](#)

Yes that is correct. The roof of the existing house may be rebuilt as a flat roof as long as the new flat roof height is no higher than the existing roof ridge height.

-Brittany

**BRITTANY SKELTON | CITY OF KETCHUM**

**SENIOR PLANNER**

P.O. Box 2315 | 480 East Ave. N. | Ketchum, ID 83340

office: 208-726-7801 | direct: 208-727-5085

[bskelton@ketchumidaho.org](mailto:bskelton@ketchumidaho.org) | [www.ketchumidaho.org](http://www.ketchumidaho.org)

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**From:** Peter Anderson [<mailto:pete@andersonarc.com>]

**Sent:** Wednesday, August 31, 2016 3:39 PM

**To:** Brittany Skelton; Micah Austin

**Cc:** 'Kristin Anderson'; Shane Lago; Josh Glick

**Subject:** Re: 820 Walnut- zoning review

Brittany-

Thanks for the response.

Just to clarify Item #1, we can rebuild the roof of the existing house as a flat roof, as long as the new flat roof is no taller than the existing roof ridge height?

Thanks again, I'm sure we will have more questions/clarifications as we move forward with a schematic design.

Pete

On 8/31/16 3:16 PM, Brittany Skelton wrote:

Pete,

Micah and I just reviewed the drawings and to answer the main questions:

- 1) The form of the roof on the house (and/or garage) can change as long as the height(s) remain the same.
- 2) An addition between the garage and the house connecting the two is fine but the side setbacks for the addition must be based on the 29'-2 3/4" height – so approximately 15' setbacks on both sides.
- 3) Foundations and exterior walls may be rebuilt to bring the structures up to current codes so long as the non-conformities are not expanded (for example, no enlargement of footprints that would result in further encroachment into the non-conforming setbacks).

I hope this information is what you need in order to move forward with the project. If there are any questions I missed or if you would like to meet again on the site now or as the project progresses we are glad to do so – Wednesdays, Thursdays and Fridays typically work the best for us.

Thanks again,

Brittany

**BRITTANY SKELTON | CITY OF KETCHUM**

**SENIOR PLANNER**

P.O. Box 2315 | 480 East Ave. N. | Ketchum, ID 83340

office: 208-726-7801 | direct. 208-727-5085

[bskelton@ketchumidaho.org](mailto:bskelton@ketchumidaho.org) | [www.ketchumidaho.org](http://www.ketchumidaho.org)

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**From:** Peter Anderson [<mailto:pete@andersonarc.com>]

**Sent:** Monday, August 29, 2016 5:29 PM

**To:** Micah Austin

**Cc:** 'Kristin Anderson'; Shane Lago; Josh Glick; Brittany Skelton

**Subject:** 820 Walnut- zoning review

Hi Mica,

We met with Brittany today at 820 Walnut today to review our options to remodel the existing house on the property, rather than tear it down, due to the non-conforming lot and zoning overlay rules.

We asked Brittany a number of questions regarding what is possible, and she said she would relay the info to you for answers.

We would be happy to reschedule another meeting at the site so that you can walk the property to see what is there, discuss the limitations of the zoning, topography, and non-conforming existing structures as they relate to a major remodel/addition to the property, current building codes (seismic, snow loads, foundations), etc..

Please let us know when would be a good time to reconvene at the house, we are open most days this week and can work around your schedule.

Thanks very much,

Pete

--

peter anderson, aia  
anderson architecture, p.a.  
371 north main, suite 202  
ketchum, idaho  
208.726.6054 ph  
208.726.6058 fx  
[www.andersonarc.com](http://www.andersonarc.com)



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City of Ketchum  
Planning & Building

STAFF REPORT  
KETCHUM PLANNING AND ZONING COMMISSION  
REGULAR MEETING OF February 13<sup>th</sup>, 2017

**PROJECT:** 491 E. 10<sup>th</sup> Street

**FILE NUMBER:** #17-001

**OWNERS:** Lynn Knudson

**REPRESENTATIVE:** Lynn Knudson

**REQUEST:** Conditional Use Permit (CUP) for residential use in the Light Industrial-Number Two (LI-2) zoning district.

**LOCATION:** 491 E. 10<sup>th</sup> Street  
(Tenth St Light Industrial Building A Unit 1)

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

**OVERLAY:** None

**NOTICE:** Notice was mailed to Property owners within 300 foot radius of subject property were mailed notice on January 23<sup>rd</sup>, 2017. Notice was posted in three public City locations on January 23<sup>rd</sup>, 2017 and on site on January 23<sup>rd</sup>, 2017.

**REVIEWER:** Carl Anderson, Associate Planner

Background

1. The applicant is requesting a conditional use permit (CUP) for one (1) 440 sq. ft. live-work residential unit within the Light Industrial-Number Two (LI-2) zoning district. Residential uses within the LI-2 are permitted as a conditional use in this zone with restrictions. The site property is located at 491 E. 10<sup>th</sup> Street (Tenth St. Light Industrial Building A Unit 1).
2. Recently, the applicant planned for a family member to occupy the property as an art studio/live-work unit and discovered that there had been no application for a conditional use permit field with the city of Ketchum, permitting the residential use of the property. Plans were submitted, and a building permit had been approved for the addition of a single garage door, the replacement of a second garage door with one of the same size, the removal of an existing window on the second level, and the demolition of interior walls on the upper level. Upon final inspection the Fire Marshal found that the interior had been prepared for residential use. The Ketchum Building Official inspected the property and determined that the unit was not code compliant and that certain work needed to be performed.
3. The applicant is currently working with Ketchum Building Official in determining the necessary changes to bring the residential unit into code compliance. Upon approval of the conditional use permit, the applicant will proceed with plans and building permit submittal.

### Conditional Use Permit Overview

The Planning and Zoning Commission must determine if a Conditional Use Permit can be approved for the proposed addition of one (1) residential units to the existing commercial use in the LI-2 district. According to the Zoning Ordinance, conditional uses by definition possess characteristics that require review and appraisal by the Commission to determine whether or not the use would cause any public health, safety or welfare concerns. Conditional uses may only be allowed if the Commission determines there would be no impact to the public health, safety and welfare of the community.

#### 17.116.030 Conditional Use Permit Criteria:

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

Should the Commission agree a CUP can be approved, they may attach additional conditions to the application approval as it determines necessary in order to make the uses more compatible with the vicinity and adjoining uses, mitigate impacts, and allow for health, safety and welfare. Such conditions may include, but are not limited to:

- A. Minimizing adverse impact on other development.
- B. Controlling the sequence and timing of development.
- C. Controlling the duration of development.
- D. Assuring that development is maintained properly.
- E. Designating the exact location and nature of development.
- F. Requiring the provision for on site or off site public facilities or services.
- G. Requiring more restrictive standards than those generally required in an ordinance.
- H. Requiring mitigation of effects of the proposed development upon service delivery by any political subdivision, including school districts, providing services within the city. (Ord. 1135, 2015)

Additionally, section 17.124.090 of the Ketchum Municipal Code pertaining to residential standards in the Light-Industrial district states that the following conditions may be attached to the conditional use permit:

- A. Access to the apartments relative to design and relationship to light industrial uses;
- B. Location of residential and light industrial parking on the site;
- C. Restrictions on exterior storage of personal property of tenants;
- D. Certificate of occupancy required prior to occupancy of units;
- E. Ketchum fire department and Ketchum building department requirements shall be met prior to occupancy;
- F. Permit shall be reviewed when light industrial occupancies within the building change;
- G. Snow removal required to ensure utility of residential spaces;
- H. Such proof of long term occupancy as deemed appropriate;
- I. Any portion or all waived fees become due and payable upon conversion of resident housing unit(s) to light industrial uses; and/or

- J. Any other condition deemed to enhance the purposes under this use, or to establish or promote the criteria referenced in subsections A1 through A9 of this section.

#### STAFF RECOMMENDATION

Staff recommends approval of the application and supporting plans as presented.

#### COMMISSION OPTIONS

1. **Denial of the Application:** "Motion to deny the application from owner Lynn Knudson for a Conditional Use Permit application for a residential live-work unit in the Light Industrial Two (LI-2), finding the application **does not** meet the standards for approval under Chapter 17.116 of Ketchum Zoning Code Title 17, **for the following reasons:** [cite findings for denial]."
2. **Approval of the Application:** "Motion to approve the application from owner Lynn Knudson for a Conditional Use Permit application for a residential live-work unit in the Light Industrial Two (LI-2), finding the application **does** meet the standards for approval under Chapter 17.116 of Ketchum Zoning Code Title 17, **only if the following conditions are meet:** [insert conditions of approval here]"
3. **Continuation of the Application:** "Motion to continue the application from owner Lynn Knudson to a date certain of [insert date of meeting]."

#### RECOMMENDED CONDITIONS

1. Ketchum City Engineer, Streets, Utilities, Fire, Planning and Building Department requirements shall be met, including all departmental conditions as described in Table 1;
2. All building and fire code requirements as dictated by 2012 family of international building codes shall apply to all construction onsite;
3. Per Title 17, Section 17.116.080: TERM OF PERMITS: Conditional Use Permit approval shall expire one (1) year from the date of approval if not acted upon within that time frame;
4. This Conditional Use Permit approval is based on representations made and other components of the application presented and approved at the meeting on February 13<sup>th</sup>, 2017. Any building discrepancies which do not conform to the approved plans will be subject to removal;
5. Dwelling units shall be owner occupied or used for "long-term occupancy" defined as a minimum of ninety (90) consecutive days, and shall not be separated in any manner for sale as individual units;
6. No greater than fifty (50) percent of the building shall be devoted to dwelling units;
7. All rental, sales and marketing of dwelling units shall include notice of the unit's location within the light industrial district and that conflict may arise between light industrial uses and residential uses;
8. The city of Ketchum will not condition, limit, restrict or otherwise interfere with any lawful light industrial use solely because it interferes with a residential use; and
9. Conditional Use Permit elements shall be completed prior to final inspection/occupancy.

#### **ATTACHMENTS:**

- A. Table 1: Requirements for All Applications
- B. Table 2: Zoning Standards Analysis
- C. Table 4: Standards for Residential, Light Industrial Districts
- D. Table 3: Conditional Use Permit Requirement
- E. Application
- F. Floor Plans

**Attachment A.**

**Table 1: Requirements for All Applications**

City Department Comments			
Compliant			
Yes	No	N/A	City Code
			City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.040</b>
Complete Application			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Police Department:</b> <i>None at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Fire</b> The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances.  <b><u>IF</u></b> a monitored fire detection system exists or is installed, it shall meet NFPA 72 and be monitored by an approved alarm monitoring station. <b>Smoke detectors shall be installed as follows:</b> <b>1. On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms.</b>  <b>2. In each room used for sleeping purposes.</b> Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building.  The appropriate keys, for emergency fire department access, shall be provided and installed in the existing Knox box.  <b><u>If the kitchen is used for commercial use such as cooking classes,</u></b> the kitchen exhaust hood and duct system required by Section 609 to have a Type I hood shall be protected with an approved automatic fire-extinguishing system installed in accordance with this code.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Public Works:</b> <i>No Comment at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Utilities:</b> <i>None at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Parks/Arborist:</b> <i>None at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Building:</b> Occupancy can be issued, when the following code requirements are met: <ol style="list-style-type: none"> <li>1. Provide documentation of total construction cost of actual work completed, which includes material &amp; labor.</li> <li>2. Water heater seismic strap installed.</li> <li>3. Handrails installed.</li> <li>4. Emergency egress window in bedroom.</li> <li>5. Provide an accurate floor plan by a design professional.</li> <li>6. Must secure a conditional use permit.</li> </ol>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Planning and Zoning:</b> Comments are denoted throughout the staff report.

**Attachment B.**  
**Table 2: Zoning Standards Analysis**

Compliance with Zoning Standards				
Compliant			Standards and Staff Comments	
Yes	No	N/A	Guideline	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030</b>	<b>Lot Area</b>
			<b>Staff Comments</b>	<b>Required:</b> 8,000 square feet minimum. <b>Existing:</b> No change to existing.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030 &amp; 17.128.020.C</b>	<b>Setbacks and Supplementary Yard Requirements</b>
			<b>Staff Comments</b>	Not applicable; there is no change to the existing building coverage.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030</b>	<b>Building Coverage</b>
			<b>Staff Comments</b>	<b>Permitted:</b> 75% <b>Proposed:</b> Not applicable; there is no change to the existing building coverage.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030</b>	<b>Building Height</b>
			<b>Staff Comments</b>	<b>Required:</b> Maximum building height permitted in the LI-2 is 35', but a 5' increase in height is permitted when the maximum vertical distance from the lowest exposed finished floor to the highest point of the roof shall be no more than five feet (5') greater than the maximum height permitted in the zoning district. <b>Proposed:</b> No Change to existing.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.030.H</b>	<b>Curb Cut</b>
			<b>Staff Comments</b>	<b>Required:</b> <b>17.125.030: Off Street Parking Space</b> H. A maximum of thirty five percent (35%) of the linear footage of any street frontage can be devoted to access to 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 to off-street parking. <b>Proposed:</b> No Change to existing.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.020.A. 2 &amp; 17.125.050</b>	<b>Parking Spaces</b>
			<b>Staff Comments</b>	<b>Required:</b> Off-Street parking standards of this chapter apply to any new development and to any new established uses.  The applicant is establishing a commercial studio use and dwelling unit. "Commercial studio" is a permitted use in the LI-2 district. Encompassed in the definition of "commercial studio" are artists and artisans, including individuals practicing, teaching, or demonstrating in one of the fine arts or performing arts, or skilled in an applied art or craft, and recording studios. The Off Street parking Matrix (17.125.050G) does not specify a parking ratio for Commercial Studios, but a parking ratio for Recording Studio is defined as 1 space per 500 square feet + adequate loading area for trucks.  Since the commercial studio use is related to fine art and not a recording studio, and bulky recording studio equipment and instruments will not be a part of the use, staff is calculating parking for the commercial studio at 1 space per 500 square feet.  Residential Units, Industrial Districts: One (1) space per bedroom.

				<table border="1"> <thead> <tr> <th><i>Use</i></th> <th><i>Square Footage/# of bedrooms</i></th> <th><i>Parking Spaces Required</i></th> </tr> </thead> <tbody> <tr> <td><i>Dwelling Unit</i></td> <td><i>1 bedroom</i></td> <td><i>1 parking space</i></td> </tr> <tr> <td><i>Commercial Studio</i></td> <td><i>747 square feet</i></td> <td><i>1.49 parking spaces</i></td> </tr> <tr> <td><b>Total</b></td> <td></td> <td><b>2 parking space</b></td> </tr> </tbody> </table>	<i>Use</i>	<i>Square Footage/# of bedrooms</i>	<i>Parking Spaces Required</i>	<i>Dwelling Unit</i>	<i>1 bedroom</i>	<i>1 parking space</i>	<i>Commercial Studio</i>	<i>747 square feet</i>	<i>1.49 parking spaces</i>	<b>Total</b>		<b>2 parking space</b>
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<b>Total</b>		<b>2 parking space</b>														
				<p><b>Existing:</b>  <i>There are three (3) parking spaces on the west-side of the property on the lower-level: one (1) parking space adjacent to the building and two (2) interior parking spaces.</i>  <b>Total: 3</b></p>												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.040</b>	<b>Off Street Loading Areas</b>												
			<b>Staff Comments</b>	<p><b>Required:</b>  <i>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.</i></p> <p><b>Proposed:</b>  <i>Not applicable; this application does not include new construction or an addition.</i></p>												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.18.140, 17.12.020, &amp; 17.08.020</b>	<b>Zoning Matrix &amp; Definitions</b>												
			<b>Staff Comments</b>	<p>17.18.150 - A.  <b>Purpose.</b> <i>The LI-2 light industrial district number 2 is established to provide for a permanent year round employment base and the location of light manufacturing, wholesale trade and distribution, research and development, service industries, limited related, bulk retail and offices related to building, maintenance and construction and which generate little traffic from tourists and the general public.</i></p> <p>17.12.020  <b>Dwelling, multi-family:</b>  Multi-family dwelling units are allowed in the LI-2 district with a conditional use permit. See section 17.124.090 for development standards for industrial district residential.  <b>Proposed:</b>  <i>The applicant is proposing a live-work unit which will devote 440 sq. ft., of the existing structure, to be utilized as shared residential use, in conjunction with the existing commercial uses on site.</i></p> <p>17.08.020 – Definitions  <b>Mixed Use:</b> Properties on which various uses, such as office, commercial, institutional, and residential, are combined in a single building or on a single site in an integrated development project with significant functional interrelationships and a coherent physical design.</p> <p><b>Studio, Commercial:</b> Work space within an enclosed structure for artists and artisans, including individuals practicing one of the fine arts or performing arts, or skilled in an applied art or craft. Also includes recording studios. Incidental retail sales of items produced on the premises is allowed. A commercial studio may hold occasional events solely and exclusively in connection with the permitted uses conducted by the commercial studio. The events shall be subordinate in nature to the commercial studio and subject to the standards of section 17.124.150 of this title.</p>												

				<p><b>Dwelling, multi-family:</b> A building, under single or multiple ownership, containing two (2) or more Dwelling Units used for Residential Occupancy.</p> <p><b>Short Term Occupancy:</b> The rental or lease of any unit or structure or portion for a period of not more than thirty (30) days. See also Tourist Housing Accommodation.</p>
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**Attachment C.**

**Table 3: Standards for Residential, Light Industrial Districts**

<b>IMPROVEMENTS AND STANDARDS: 17.124.090 – RESIDENTIAL, LIGHT INDUSTRIAL DISTRICTS:</b>				
Residential units in the light industrial districts shall comply with the following minimum criteria:				
<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>City Code</b>	<b>City Standards and Staff Comments</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090 A (1)</b>	<b>1. Dwelling units shall not occupy the ground floor.</b>
			<b>Staff Comments</b>	<i>As the property address is 491 E. 10<sup>th</sup> Street, the lower level has been determined to be the ground floor. There are no dwelling units proposed on the lower level. The residential space (bedroom/office and shared bathroom) for the proposed project is primarily located on the middle/mezzanine floor, with a shared kitchen located on the top floor.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090 A (2)</b>	<b>2. Design review under chapter 17.96 of this title shall be required whether new building, addition to existing building or remodel of existing building.</b>
			<b>Staff Comments</b>	<i>Due to the nature of the project, which is an interior remodel only, the requirement for Design review under chapter 17.96 is has been waived for this project by the administrator.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090 A (3)</b>	<b>3. Up to fifty percent (50%) of any light industrial building may be devoted to dwelling units, unless otherwise specified in the section.</b>
			<b>Staff Comments</b>	<p><i>The proposed gross square footage of the building is 2,040sf. The breakdown of the total square footage is as follows:</i></p> <p><i>Top floor: 855 sf</i>  <i>Middle/mezzanine floor: 330 sf</i>  <i>Lower level: 855 sf</i>  <i>Total s.f. = 2040 sf</i></p> <p><i>Residential:</i>  <i>Bedroom/office: 220 sf.</i>  <i>Shared Bathroom: 112 s.f.</i>  <i>Shared Kitchen: 108 s.f.</i>  <i>Total residential s.f. = 440</i></p> <p><b><i>The applicant proposes devoting 21.6% of the building to residential use.</i></b>  <i>The total residential square footage devoted to residential space is 440sf.</i>  <i>Approximately 1,600sf of the building is devoted to a combination of storage, office space, and commercial studio (art studio) space.</i></p> <p><i>Note: Parking areas covered by a roof or portion of the building and enclosed on three (2) or more sides by building walls are included into the gross floor area calculation. See Ketchum code 17.08.020 Definitions: Floor Area, Gross for full definition.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090 A (4)</b>	<b>4. Dwelling units shall be owner occupied or used for "long term occupancy", defined as a minimum of ninety (90) consecutive days, and shall not be separated in any manner for sale as individual units.</b>
			<b>Staff Comments</b>	<p><i>The applicant has stated that the dwelling unit shall be used for long term occupancy by the owner and/or immediate family member(s).</i></p> <p><b><i>No portion of the space may be devoted to short term occupancy as defined by city of Ketchum Code Ch. 17.08.020 Short Term Occupancy: The rental or lease of any unit or structure or portion for a period of not more than thirty (30) days. See also Tourist Housing Accommodation.</i></b></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090 A (5)</b>	<b>5. Dwelling units shall be a minimum of four hundred (400) square feet and shall not exceed one thousand (1,000) square feet total and shall contain not more than two (2) bedrooms, unless otherwise specified in this section.</b>



			<b>Staff Comments</b>	<i>The proposed dwelling unit is above the minimum of four hundred (400) square feet and does not exceed one thousand (1,000) square feet total. None of the proposed dwelling units contain more than two (2) bedroom units. See staff comments in section 17.124.090 A (3) for a breakdown of residential unit square feet.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090 A (6)</b>	<b>6. The applicant is aware the mixed use of the property can result in conflict, that the light industrial use may on occasion or in certain respects be incompatible with the quiet enjoyment of the dwelling units, that due to the subordinate and junior nature of the residential use to the light industrial use, the city will not condition, limit, restrict or otherwise interfere with any lawful light industrial use solely because it interferes with a residential use.</b>
			<b>Staff Comments</b>	<i>The applicant is aware of this requirement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090 A (7)</b>	<b>7. All persons who rent or sublet any residential living unit within the light industrial zones shall provide the tenant, lessee or subtenant with written notice that such unit is located within the light industrial zone and, as such, is junior and, therefore, subordinate in nature to all legal light industrial activities.</b>
			<b>Staff Comments</b>	<i>All persons who rent or sublet any residential living unit will notify the tenant, lessee or subtenant with written notice that the unit is located within the light industrial zone, and is therefore subordinate in nature to all legal light industrial activities.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090 A (8)</b>	<b>8. Each and every real estate agent, sales person and broker and each and every private party who offers for rent or shows a parcel of real property and/or structure for lease or rent within such light industrial zones shall, upon first inquiry, provide the prospective lessee or tenant, prior to viewing such real property, with written notice that such real property and/or structure is located within such light industrial zone</b>
			<b>Staff Comments</b>	<i>All future real estate agents, sales person, broker, and/or each private party who offers for rent or show any of the dwelling units located in the proposed building, shall provide written notice that the building is located within such light industrial zone.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.090 A (9)</b>	<b>9. All brochures and other printed materials advertising rental or lease of a living unit within the light industrial zones shall contain a provision designating that such unit or units are located within the light industrial zone and are within a mixed use area. Lessees and tenants shall be notified that the residential uses within the light industrial zone are subordinate and, therefore, junior in nature to the legal light industrial activities within the zone.</b>
			<b>Staff Comments</b>	<i>The applicant will meet this requirement.</i>

**Attachment D.**

**Table 4: Conditional Use Permit Requirements**

Conditional Use Requirements				
EVALUATION STANDARDS: 17.116.030 and § 67-6512 of Idaho Code				
A conditional use permit shall be granted by the commission only if the applicant demonstrates the following:				
Compliance and Analysis				
Yes	No	N/A	Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.116.030(A) CONDITIONAL USE</b>	<b>The characteristics of the conditional use will not be unreasonably incompatible with the types of uses permitted in the applicable zoning district.</b>
			<b>Staff Comments</b>	<p><i>The Light Industrial two (LI-2) district allows for one of the widest varieties of uses in the zoning code use matrix; uses ranging from manufacturing to personal service to warehousing and wholesaling to automotive uses are permitted.</i></p> <p><i>Multi-family dwelling units are permitted only with a conditional use permit in the LI-1, LI-2 and LI-3 with the condition that they comply with Ketchum zoning code 17.124.090, the Residential Development Standards for the light industrial districts. For residential development in the light industrial, up to fifty percent (50%) of any light industrial building may be devoted to dwelling units, unless otherwise specified in the section.</i></p> <p><i>The proposed project is compliant with all standards from Ketchum zoning code 17.124.090. For staff comment, see Table 3: Standards for Residential, Light Industrial Districts.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.116.030(B)</b>	<b>The conditional use will not materially endanger the health, safety and welfare of the community.</b>
			<b>Staff Comments</b>	<p><i>The proposed live-work space is well suited for the location at 491 E. 10<sup>th</sup> Street The property is on the edge of the LI-2 district and located along State Highway 75. The building is surrounded by a mix of both industrial and residential use and is anticipated to be well suited for the neighborhood.</i></p> <p><i>The property is an existing use and the building is currently being supported by adequate public facilities and services.</i></p> <p><i>The Tenth Street Light Industrial Building currently has one similar live-work unit in existence that has received conditional use approval for the residential use of the space. This project was approved in 2011 under similar circumstances.</i></p> <p><i>The proposed project is consistent with the types of uses in the neighborhood. The proposed residential use, in the form of a live-work unit, is not expected to materially endanger the health, safety and welfare of the community.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.116.030(C)</b>	<b>The conditional use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood.</b>
			<b>Staff Comments</b>	<p><i>The proposed project is not anticipated to significantly increase the amount of pedestrian and/or vehicular traffic associated with the existing use.</i></p> <p><i>The total residential square footage devoted to residential space is 440sf. Approximately 1,600sf of the building is devoted to a combination of commercial storage, office space, and art studio space.</i></p> <p><i>The conditional use to utilize 440 sq. ft. of the proposed unit are not anticipated to be hazardous or in conflict with existing and anticipated traffic in the neighborhood.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.116.030(D)</b>	<b>The conditional use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area or conditions can be established to mitigate adverse impacts.</b>

			<p><b>Staff Comments</b></p> <p><i>The building is currently being supported by public facilities and service. The conditional uses can continue to be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area.</i></p> <p><i>The fire department has reviewed the application and has determined that they can provide adequate services to the project. The police department has no comment on the project.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>17.116.030(E)</b></p> <p><b>The conditional use is not in conflict with the policies of the Comprehensive Plan or the basic purposes of this Section.</b></p> <p><b>Staff Comments</b></p> <p>The Comprehensive Plan designates the property for mixed-industrial use. Primary uses specified include Light manufacturing, wholesale, services, automotive, workshops, studios, research, storage, construction supply, distribution and offices make up the bulk of development within this district. Secondary uses specified include: 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> <p>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><i>The proposed live-work use of the proposed site are generally consistent with the uses specified within the Comprehensive Plan. The Commission must decide if the uses proposed are appropriate for the site and the location and are necessary to serve the LI district.</i></p>



City of Ketchum  
Planning & Building

**CERTIFIED  
COMPLETE**

1/10/17

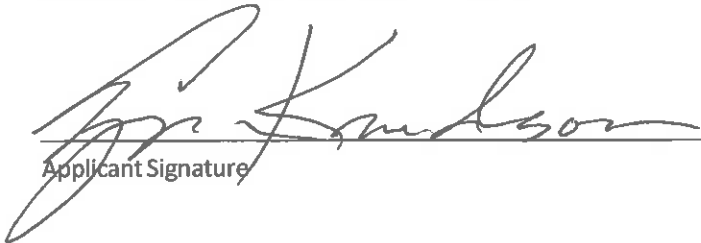
OFFICIAL USE ONLY	
File Number:	17-001
Date Received:	1-9-17
By:	K. Owens
Fee Paid:	\$300
Approved Date:	
Denied Date:	
By:	C. Anderson

### Conditional Use Permit Application

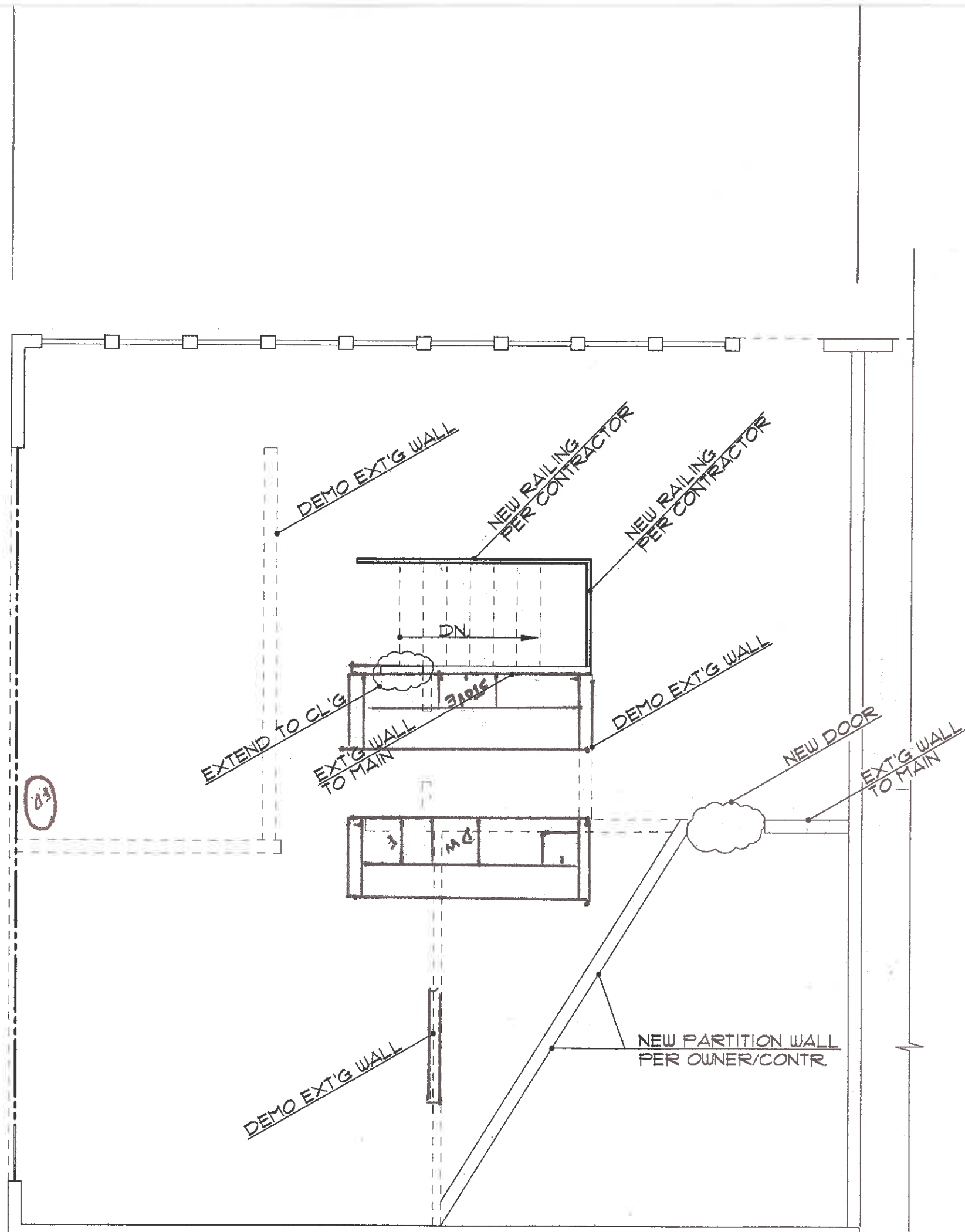
Submit completed application and payment to the Planning and Building Department, PO Box 2315, Ketchum, ID 83340 or hand deliver to Ketchum City Hall, 480 East Ave. N., Ketchum. If you have questions, please contact the Planning and Building Department at (208) 726-7801. To view the Development Standards, visit the City website at: [www.ketchumidaho.org](http://www.ketchumidaho.org) and click on Municipal Code. Fence heights are regulated in Title 17 of the Ketchum Municipal Code.

OWNER INFORMATION	
Name: Lynn Knudson	
Name of Owner of Record: Lynn Knudson	
Physical Address: 491 E. 10th Street	
Property Legal Description: A unit 1 10th Street light industrial complex	
Property Zoning District: light industrial - 2	
Contact Phone: 208 3095166	Contact Email: Lynn@Knudson3.com
PROJECT INFORMATION	
Description of Proposed Conditional Use: Art studio / life work	
Description of Proposed and Existing Exterior Lighting: no change	
ADDITIONAL COMMENTS	
Garage	

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

  
Applicant Signature

1/10/17  
Date



TENTH STREET

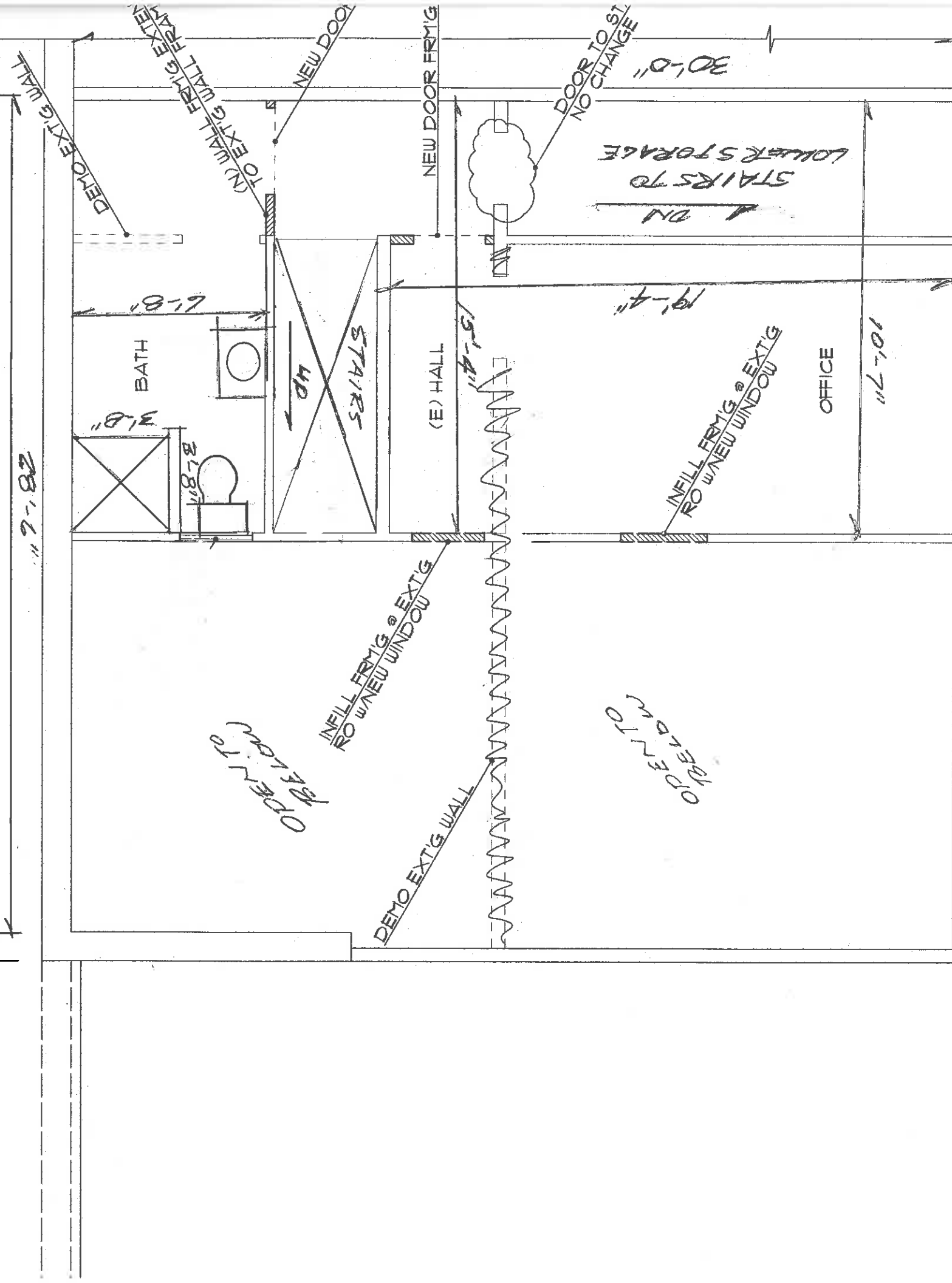
CORNER OF TENTH STREET AND HWY 75

28'-6" x 30'-0" = 855 S.F. TOTAL  
 (M)

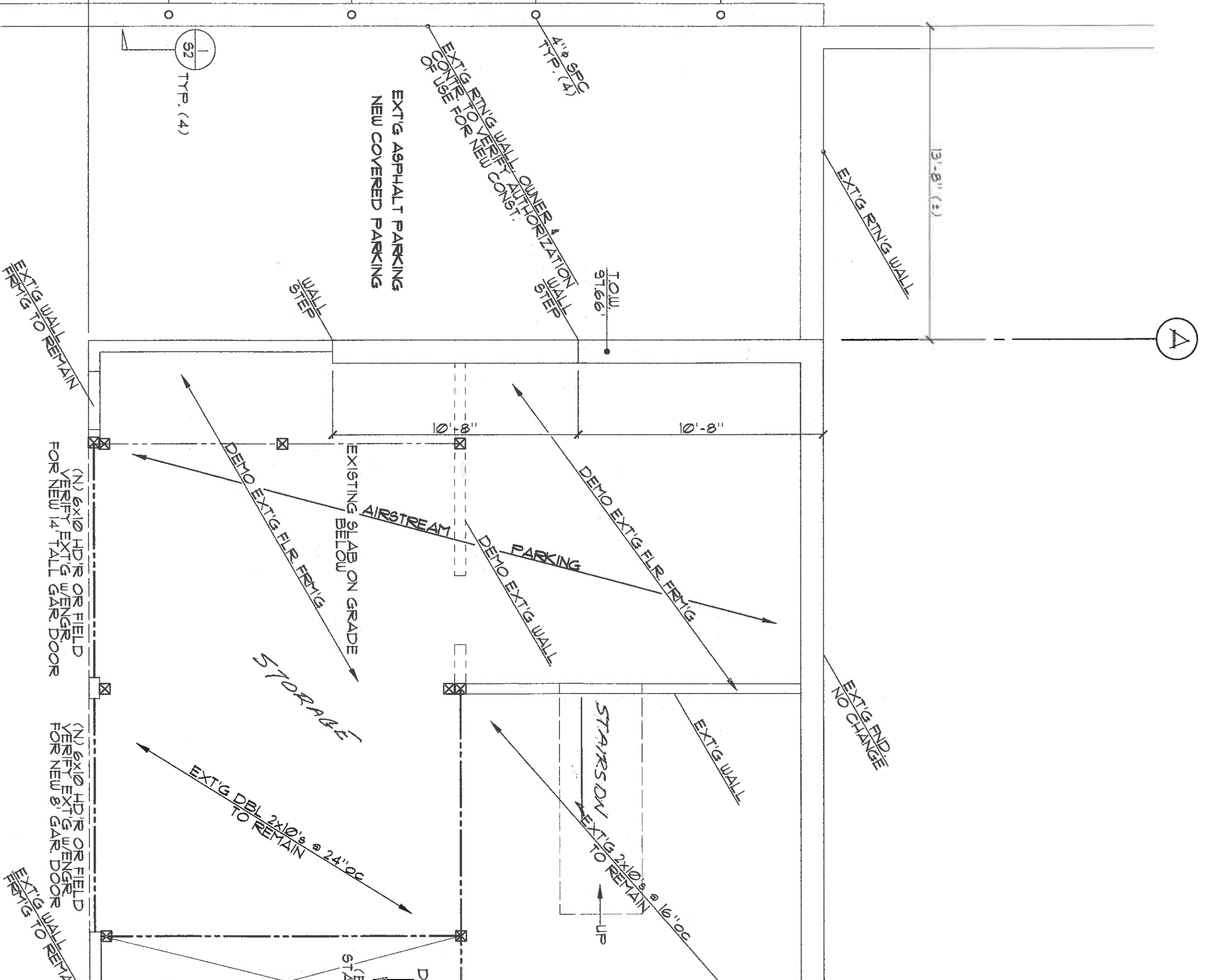
S.F. OFFICE 20x11 = 220SF  
 " BATH RM 7x16 = 112 SF  
 " KITCH 12x9 = 108 SF  
 440 SF

S.F.  
 TOP FL 855 SF  
 " 330 "  
 " 855 "  
 LOWER  
 TOTAL S.F. 2040 UNIT

(A)



2ND LEVEL  
 330 TOTAL SQ. FT.



△

13'-8" (+)

EXT'G. RTNG. WALL

EXT'G. END:  
NO CHANGE

10'-8"

4 1/2" SEC. (7)

EXT'G. RTNG. WALL - OWNER & AUTHORIZATION WALL  
CONTR. TO VERIFY AUTHORIZATION WALL  
TO VERIFY FOR NEW CONST.

EXT'G. ASPHALT PARKING  
NEW COVERED PARKING

WALL  
STEP

1  
S2  
TYP. (4)

TOW.  
97.66'

DEM. EXT'G. WALL

STAIRS DN EXT'G. 2x10's @ 16" OC  
UP

EXT'G. WALL

DEM. EXT'G. FLR. FRMG

DEM. EXT'G. WALL

AIRSTREAM

EXISTING SLAB ON GRADE

STORAGE

DEM. EXT'G. FLR. FRMG

EXT'G. DBL 2x10's @ 24" OC  
TO REMAIN

(N) 6x10 HD'R OR FIELD  
VERIFY EXT'G W/ENGR  
FOR NEW 14' TALL GAR. DOOR

(N) 6x10 HD'R OR FIELD  
VERIFY EXT'G W/ENGR  
FOR NEW 8' GAR. DOOR

EXT'G. WALL TO REMAIN

EXT'G. WALL TO REMAIN

D  
ST/E



## City of Ketchum

February 13, 2017

Planning and Zoning Commission  
City of Ketchum  
Ketchum, Idaho

Mayor Jonas and City Councilors:

**STAFF REPORT  
KETCHUM CITY COUNCIL  
REGULAR MEETING OF NOVEMBER 7, 2016**

- PROJECT:** City-initiated Text Amendments to Title 17, Chapters 17.88 and 17.96
- REPRESENTATIVE:** City of Ketchum Planning and Building Department
- DESCRIPTION:** City-initiated text amendments to the City of Ketchum Municipal Code to amend Title 17, Zoning Regulations, by amending Chapter 17.96 design review, section 17.96.030 authority of the administrator and the commission; chapter 17.88 floodplain management and overlay zoning district, section 17.88.050 administration
- PLANNER:** Micah Austin, Planning and Building Director  
Brittany Skelton, Senior Planner
- ATTACHMENTS:** 1. Summary of 2015 and 2016 projects meeting proposed administrative criteria  
2. Proposed ordinance
- NOTICE:** **Planning and Zoning:**  
Public notice for the public hearing on February 13, 2017 was published in the Idaho Mountain Express on January 20, 2017, was posted in three public locations on January 20, 2017, and was sent to outside agencies on January 20, 2017.
- PUBLIC HEARINGS:** Planning and Zoning  
- February 13, 2017



**BACKGROUND**

The Design Review chapter of Title 17 is to maintain and enhance appearance, character, beauty and function of the city and to ensure that new development is complementary to the design of existing city neighborhoods. The Floodplain Management chapter is established to promote the public health, safety, and general welfare, and to minimize public and private losses due to flood conditions. Together, design review and thoughtful management of the riparian and floodplain areas have been successful planning tools in Ketchum for decades and the benefits are seen throughout the city. In reviewing the code for the Phase II rewrite process staff has identified areas of Design Review and the Floodplain Management chapters that can be improved. To expedite the approval of projects that are administrative in nature, staff proposes making changes to Chapter 17.96, Design Review and 17.88, Floodplain Management. The changes are described below and in Table 1 of this report.

The following is a list of proposed changes to the Design Review chapter (17.96) and the Floodplain administration chapter 17.88 that are administrative in nature and involve projects that can be approved through the administrative process.

- Additions and accessory structures under 1200 square feet
- Floodplain and riparian projects
- Accessory Dwelling Units (ADUs)

Staff proposes to include these items under the list of projects that the Administrator can approve without requiring approval from the Planning and Zoning Commission. In researching the past 24 months, there have been 12 projects within these categories that were brought to the Planning and Zoning Commission but would now be approved administratively. Of all 12 projects, none of them were altered through the public process and remained predominantly identical to when they entered the public process. These projects are listed in Attachment 1 of this report.

Staff researched Ketchum’s Floodplain Management ordinance has summarized this research as Appendix A of this report. Ketchum’s ordinance has been in place since 1974 and has gone through several revisions. The administrative approval process has been in place for decades, however this is somewhat unique to the city of Ketchum and to the Wood River Valley. Administrative approvals are standard throughout the country for municipalities and Ketchum is in the vast minority for communities that require a public process for floodplain reviews and approvals. See Appendix A for staff’s in-depth analysis.

A public hearing was noticed according to Idaho Code §67-6509 and was held on February 13, 2017, and no public comment was received.

**TABLE 1: Summary of Amendments to Chapters 17.96 (Design Review) and 17.88 (Floodplain)**

SECTION	Summary of Amendments
<b>Design Review Amendments (17.96)</b>	
17.96.030 Authority of the Administrator and Commission	<ul style="list-style-type: none"> <li>- Section A is amended by including all accessory structures, floodplain project, and any project less than 1,200 square feet under the authority of the administrator.</li> <li>- This amendment would transition these projects from the Planning and Zoning Commission’s approval to an administrative process that would not require approval through the Planning and Zoning Commission.</li> </ul>

	<ul style="list-style-type: none"> <li>- The changes to this section drive all to the other sections that are proposed in this ordinance.</li> </ul>
<b>Floodplain Management Amendments (17.88)</b>	
17.88.050.B and 17.88.050.D	<ul style="list-style-type: none"> <li>- The amendments to these align Chapter 17.88.050 with the Design Review amendments summarized above.</li> <li>- The following language is added to these two sections: “<u>According to Chapter 17.96</u>”</li> <li>- Additional language is added to Section D providing the Administrator the authority to forward any applications to the Planning and Zoning Commission if it cannot be approved administratively</li> </ul>
17.88.050.E, G, I and 17.88.100 and 17.88.130 and 17.88.140 and 17.88.150	<ul style="list-style-type: none"> <li>- The amendments to these section align all areas of the floodplain management chapter with the changes proposed 17.96 and in the section above.</li> <li>- In most cases, the Planning and Zoning Commission or “commission” is replaced by “administrator” in these sections</li> </ul>

**TABLE 2: Compliance with Comprehensive Plan**

SUPPORTING SECTION	SUMMARY OF COMPLIANCE OF PROPOSED AMENDMENTS WITH THE 2014 COMPREHENSIVE PLAN
<b>DESIGN REVIEW</b>	
<b>Policy CD-1.1 Unique Design Elements for Identifiable Neighborhoods</b>	Each neighborhood or district should include a mix of design elements that will reinforce its unique design quality.
<b>Policy CD-1.4 High-Quality Site Planning and Building and Landscape Design</b>	It is important to maintain and reinforce development quality, particularly in the built-up community core area. New development should convey a positive image for the community—particularly through high quality design of residential and commercial buildings and resort accommodations. Each new project should be well-designed and attractive, and should complement surrounding land uses and existing neighborhood character. The City will adopt and implement more specific standards for high-quality site planning and building design of residential, commercial, and activity areas. Standards should address transitions or setbacks between different land uses, landscaping, quality of architecture and building materials, and pedestrian amenities.
<b>FLOODPLAIN ADMINISTRATION</b>	
<b>Policy NR-1.2 River System Quality</b>	The City will seek to protect the riparian vegetation, natural habitat, water quality and flood attenuation capacity, while providing appropriate public access to the river systems in Ketchum. The City will regulate and enforce provisions related to any alterations to the riparian, flood prone, and general water course areas.

<p><b>Policy NR-1.1 Ecosystem Connections and Buffers</b></p>	<p>The City recognizes the biological importance of preserving natural habitat. The City will work with the County and managers of surrounding private and public lands to preserve, enhance, and restore undeveloped lands critical for providing ecosystem connections and buffers for adjoining ecosystems. These areas are important for sustaining biological diversity and viable habitats for native species and for minimizing impacts from developed lands.</p>
<p><b>Policy NR4.1 Best Management Practices</b></p>	<p>To protect ground water quality, the City will promote implementation of best management practices for residential, commercial, industrial and construction activities.</p>
<p><b>Policy NR4.2 Pesticide and Fertilizer Use</b></p>	<p>Promote landscaping with plants that require minimal use of pesticides and fertilizers, and encourage use of organic pesticides and fertilizers to reduce impacts on area groundwater.</p>
<p><b>Policy NR4.3 Riparian Resource Protection</b></p>	<p>Riparian areas are valuable for their ecological functions, including their ability to enhance water quality. The City will continue to implement and enforce programs that protect and enhance riparian resources in Ketchum.</p>

**STAFF RECOMMENDATION**

Staff recommends the Commission discuss the amendment and recommend approval to the City Council.

**OPTIONAL MOTIONS**

1. "I MOVE TO RECOMMEND approval the text amendment to sections 17.96 and 17.88 to the City Council."
2. "I MOVE TO DENY THE proposed amendments to sections 17.96 and 17.88."

## **Appendix A**

### **Floodplain Management Amendment Analysis**

The City of Ketchum adopted its first floodplain ordinance in 1974 with the passage of the city's first comprehensive zoning ordinance, Ordinance 208; the city's floodplain regulations have been revised nine (9) times since 1974. Notably, standards for development in the floodplain were absent from the Village of Ketchum's Land Use and Regulation of Buildings ordinance (Ord. 62), which was adopted in 1961.

<b>Year</b>	<b>Ord.</b>	<b>Notable Requirements / Changes</b>	<b>Study referenced</b>
1974	208	Floodplain designated as an overlay district, all development required a Conditional Use Permit (CUP).  All plats were required to indicate floodplain.  No development or fill was permitted in the floodway.  A 20' setback from the mean high water mark of the Big Wood River, Trail Creek and Warm Springs Creek was required.	1970 Army Corps study for the Big Wood River and 1972 Warm Springs Creek study
1976	231	No substantive changes were made.	1970 Army Corps study for the Big Wood River, 1972 Warm Springs Creek study, and 1974 Trail Creek study
1978	278	Special Construction Permit required instead of a Conditional Use Permit; Building Official was designated to review and approve Floodplain permits, with appeals made to City Council.  Introduced additional definitions and construction standards.	Model NFIP ordinance.  Flood Insurance Study for Ketchum, Idaho dated 1978
1988	470	Added additional definitions and standards.	
1989	525	Created Floodplain and Floodway subdistricts  Established waterways Design Review sub-district. Required 25' setback from all waterways and established riparian zone. WWDR was a DR app.  Established streambank alteration permit.  Required P&Z approval for all applications.  Council was made the appeal board for variances.	References 1981 Flood Insurance Rate Map (FIRM) studies
735	1999	Clarified that waterways were all lands either adjacent to or within 25' of mean high water mark.	
941	2004	Further restricted development in riparian zone - limited to City of Ketchum development and development for emergency access and stream stabilization work.	

997	2006	Added regulations for applying pesticides in the riparian zone.	
1078	2010	Amended ordinance to reference 2010 FIRM and DFIRM maps.	2010 FIRM maps
1120	2014	Amended to allow Administrative Review for some FP/Waterways applications.  Added length of time permits are valid for.  Added inspection procedures.  Added additional restrictions in floodway.  Added additional definitions.	
1135		"Clean up" ordinance. Standards didn't change, ordinance in place now.	

In 1968 Congress created the National Flood Insurance Program (NFIP) for the purpose of offering flood insurance to homeowners in communities that elect to implement floodplain management measures. In order to participate in the NFIP a city is required to regulate and enforce minimum standards to prevent damage as set forth by the NFIP. Prior to Congress' establishment of the NFIP flood insurance was not readily available. Ketchum has participated in the NFIP since 1978.

In 1990 the NFIP created the voluntary Community Rating System (CRS) program for communities already in the NFIP to participate in. The goals of the CRS program are to further reduce flood damages to insurable property, strengthen and support the insurance aspects of the NFIP, and encourage a comprehensive approach to floodplain management.

In order to participate in the CRS program a community must adopt higher standards beyond the minimum floodplain management requirement. The higher standards are designed to provide greater protection from flooding. In exchange for adopting higher regulatory standards homeowners in CRS communities who are insured through the National Flood Insurance Program receive discounts on their annual premiums ranging from 5% to 45%, depending on the community's CRS ranking. In 2016 there were 1,416 communities in the CRS.

Ketchum has participated in the Community Rating System since 1992. Ketchum currently has a Community Rating System rank of 6, entitling all holders of flood insurance policies issued through the NFIP to a 20% discount on the annual policy premium.

Reviewing Floodplain and/or Waterways permits through a public process is not a requirement of participating in the NFIP or CRS programs.

Below is a table indicating the review process utilized by the highest ranking CRS communities in the country and several mountain and resort communities participating in the CRS program.

City	Community Rating System class	Floodplain Development Permit Review Process and Designated Floodplain Administrator	Appeals, Variances
Rosevilla, CA	1	Administrative (Community Development Director)	Appeal and Variance - City Council

Tulsa, OK	2	Administrative (Public Works Director)	Appeal and Variance - Stormwater Drainage and Hazard Mitigation Advisory Board
Flagstaff, AZ	5	Administrative (Stormwater Manager)	Appeal and Variance - Floodplain Board
Boulder, CO	5	Administrative (City Manager)	Variance - City Manager
Gunnison, CO	7	Administrative (Building Official)	Administrative
Telluride, CO	7	Administrative (Permit Authority - Town Engineer)	Appeal - P&Z, Variance - Permit Authority
Vail, CO	7	Administrative (Town Engineer)	Appeal and Variances - P&Z Commission
Steamboat Springs, CO	7	Administrative (Planning Director)	Appeal - P&Z makes a recommendation to Council during public hearing with Council. Variance - Board of Adjustment
Cannon Beach, OR	7	Administrative (Building Official)	Appeal and Variances - P&Z Commission
Silverthorne, CO	8	Administrative (Public Works Director)	Variances - Appeal Board
Durango, CO	9	Administrative (appointed by City Manager)	Variance - Board of Adjustment
Moab	9	Administrative (Planning Director)	Varies - Appeal body

**ATTACHMENT 1:**

**Summary of 2015 and 2016 Projects Meeting Proposed Administrative Criteria**

<b>Project Year</b>	<b>Project Name</b>	<b>Project No.</b>	<b>Category</b>	<b>Date of 1<sup>st</sup> Hearing</b>	<b>Date of Last Hearing/Final Approval</b>	<b>Days in Public Process</b>	<b>Alterations or changes to the project</b>	<b>Notes/Comments</b>
<b>2015</b>	Raney Remodel	15-011	ADU	March 23, 2015	April 13, 2015	21	None	Approved in one meeting
	Armand	15-031	Floodplain	April 27, 2015	May 26, 2015	29	None	Approved over three meetings
	Felker	15-053	Floodplain	June 8, 2015	July 13, 2015	35	None	Admin change allowed in June 2016
	Villas at the Crossing	15-066	Floodplain	July 13, 2015	August 28, 2015	41	N/A	Withdrawn, resolved by city attorney
	Morton	15-088	Floodplain	September 14, 2016	October 12, 2015	28	None	Worked with attorney on final conclusion
	Rivelo	15-071	Floodplain	September 14, 2015	September 28, 2015	14	None	Approved in one meeting
	Brotman Residence	15-147	Waterways	November 23, 2015	December 14, 2015	21	None	
	Grill at Knob Inn	15-142	<1200 sf addition	October 26th, 2015	November 9th, 2015	14	None	Addition to the Grill at Knob hill inn. Changes included compliance with fire code; an additional condition was added and one was modified.
<b>2016</b>	Constant Residence	16-007	Floodplain	March 14, 2016	March 28th, 2016	14	None	Two additional conditions were added, both were boilerplate standards. Approved in one meeting





**ATTACHMENT 2:  
Proposed Ordinance**

**ORDINANCE NO. #####**

**AN ORDINANCE OF THE CITY OF KETCHUM, BLAINE COUNTY, IDAHO, AMENDING TITLE 17, THE ZONING ORDINANCE, OF THE KETCHUM MUNICIPAL CODE BY AMENDING CHAPTER 17.96 DESIGN REVIEW, SECTION 17.96.030 AUTHORITY OF THE ADMINISTRATOR AND THE COMMISSION; CHAPTER 17.88 FLOODPLAIN MANAGEMENT AND OVERLAY ZONING DISTRICT, SECTION 17.88.050 ADMINISTRATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE, AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City of Ketchum is authorized to amend the city zoning ordinance pursuant to Idaho Code § 67-6511; and

WHEREAS, the City participates in the Federal Emergency Management Agency (FEMA)'s National Flood Insurance Program (NFIP) in order to protect the health, safety, and welfare of its citizens and to ensure that flood insurance is available to them; and

WHEREAS, the City adopted updated flood plain regulations via Ordinance 1120 on July 14, 2014 that exceed minimum NFIP requirements; and

WHEREAS, the City participates in the NFIP's Community Rating System (CRS) program, which provides flood insurance rate reductions to the City's citizens based on the City's compliance with CRS standards, including code standards that exceed minimum NFIP requirements; and

WHEREAS, the City permits Accessory Dwelling Units accessory to single-family homes subject to dimensional standards including setbacks, height limitations, and building coverage maximums and design review criteria addressing project-related public and private improvements, such as architecture and compatibility of design ; and

WHEREAS, the City permits additions to existing commercial and multi-family structures subject to dimensional standards including setbacks, height limitations, and building coverage maximums and design review criteria addressing project-related public and private improvements, such as architecture and compatibility of design; and

WHEREAS, in an effort to streamline the review processes for development in the Special Flood Hazard Area and/or development adjacent to the Big Wood River, Trail Creek, and Warm Springs Creek and any and all channels having year round or intermittent flow that are regulated by the clear, objective standards found in Chapter 17.88, Floodplain Management Overlay District (FP); and

WHEREAS, in an effort to streamline the review processes for Accessory Dwelling Units and additions to commercial and multi-family structure that are 1,200 square feet and under that are regulated by the criteria defined in Chapter 17.96, Design Review; and

WHEREAS, the Planning and Zoning Commission after fully considering this request held a public hearing on February 13, 2017 and recommended approval to the City Council finding that the request, on the whole, was in compliance with the 2014 Comprehensive Plan; and

WHEREAS, the Ketchum City Council, having reviewed the proposed text amendment, held public hearings on March 20, 2017; and

WHEREAS, the Ketchum City Council having considered the recommendation of the Planning and Zoning Commission and submitted comments and testimony from the public, having determined that it is in the best interests of the public and adopt the proposed text amendments to Title 17, Zoning Ordinance;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF KETCHUM**

**Section 1: CHAPTER 17.96.030 AUTHORITY OF THE ADMINISTRATION AND THE COMMISSION IS HEREBY AMENDED AS FOLLOWS:**

A. Authority Of The Administrator:

1. The administrator is authorized to approve the following exterior modifications and projects, provided they do not conflict with the provisions and requirements of this chapter:
  - a. Minor modifications to projects that have received design review approval by the commission for the duration of a valid design review approval.
  - b. Multi-family residential projects, not located in the community core district, with four (4) or less units.
  - c. Changes to exterior finishes including, but not limited to, siding and materials.
  - d. Changes to existing windows or doors.
  - e. Additions of windows or doors.
  - f. Additions ~~and accessory structures under two hundred fifty (250) square feet.~~ under 1,200 square feet.

g. Accessory structures, including Accessory Dwelling Units.

g h. Master signage plans.

i. Any project located on property that includes mapped floodplain areas or includes areas within the riparian setback.

2. The administrator shall review all design review requests and determine whether a project can be approved by the administrator or by the commission.

3. The administrator shall determine what application materials and fees are required to approve exterior modifications as described in section 17.96.040 of this chapter.

**Section 2: SECTION 17.88.050.A ADMINISTRATION IS HEREBY AMENDED AS FOLLOWS:**

A. Establishment Of Floodplain Development Permit: According to Chapter 17.96, A floodplain development permit shall be obtained through an application provided by the city prior to issuance of a building or excavation/grading permit for any and all "development" as defined in section 17.08.020 of this title, and construction, including "stream alteration", as defined herein, within the floodplain management overlay district established in subsection 17.88.040A of this chapter.

**Section 3: SECTION 17.88.050.B ADMINISTRATION IS HEREBY AMENDED AS FOLLOWS:**

B. Establishment Of Waterways Design Review: According to Chapter 17.96, A approval of waterways design review shall be obtained prior to issuance of a building or excavation/grading permit and prior to commencement of construction for any and all "development" defined in section 17.08.020 of this title within the waterways design review subdistrict as defined in subsection 17.88.040B of this chapter.

**Section 4: SECTION 17.88.050.D ADMINISTRATION IS HEREBY AMENDED AS FOLLOWS:**

D. Duties And Responsibilities: The planning and zoning administrator is hereby appointed to administer and implement this article in accordance with its provisions.

1. According to Chapter 17.96, Fthe planning and zoning administrator shall have the authority to consider and approve, approve with conditions, or deny applications for floodplain development permits and for waterways design review, as required herein, ~~for minor projects that do not constitute substantial improvement/damage, including, but not limited to, small additions or structures located entirely outside the floodplain, interior remodels, small second story additions, replacement roofing, minor exterior changes or repair or minor landscaping and/or riparian enhancement changes that do not conflict with the requirements of this article nor impact any adjacent properties. Said approval shall be issued in writing by the planning and zoning administrator prior to issuance of a building permit, or commencement of any~~

~~development. Should the planning and zoning administrator determine that the proposal cannot be considered a minor project, said proposal shall receive floodplain development permit/waterways design review approval before the planning and zoning commission prior to issuance of a building permit.~~

2. If the planning and zoning administrator determines that a project cannot be approved administratively, ~~the~~ Ketchum planning and zoning commission shall consider and approve, approve with conditions, or deny applications for ~~all other~~ floodplain development permits as required herein, for ~~all other~~ waterways design review as required herein and for stream alterations at a duly noticed meeting. The administrator shall provide written notice of said application to owners of property immediately adjacent to the subject property. Said notice shall inform adjacent property owners they may comment on the application during a period of not less than ten (10) days after mailing of the notice and prior to final action on said application.

#### **Section 5: SECTION 17.88.050.E ADMINISTRATION IS HEREBY AMENDED AS FOLLOWS:**

E. Criteria For Evaluation Of Applications: The criteria of floodplain development permit applications, waterways design review applications, and stream alteration permit applications shall be as follows:

1. Preservation or restoration of the inherent natural characteristics of the river and creeks and floodplain areas. Development does not alter river channel.
2. Preservation or enhancement of riparian vegetation and wildlife habitat, if any, along the stream bank and within the required minimum twenty five foot (25') setback or riparian zone. No construction activities, encroachment or other disturbance into the twenty five foot (25') riparian zone shall be allowed at any time without written city approval per the terms of this chapter.
3. No development, other than development by the city of Ketchum or development required for emergency access, shall occur within the twenty five foot (25') riparian zone with the exception of approved stream stabilization work. The planning and zoning ~~commission~~administrator may approve access to property where no other primary access is available. Private pathways and staircases shall not lead into or through the riparian zone unless deemed necessary by the planning and zoning ~~commission~~administrator.

#### **Section 6: SECTION 17.88.050.G ADMINISTRATION IS HEREBY AMENDED AS FOLLOWS:**

G. Terms Of Approval: The term of floodplain development permit, waterways design review or stream bank alteration approval shall be twelve (12) months from the date that findings of fact, conclusions of law and decision are ~~adopted by the commission~~ signed by the administrator or

upon appeal, the date the approval is granted by the ~~council~~ Planning and Zoning Commission, subject to changes in zoning regulations. Application must be made for a building permit (if required) with the Ketchum building department during the twelve (12) month term. Once a building permit (if required) has been issued, the approval shall be valid for the duration of the building permit. Unless an extension is granted as set forth below, failure to file a complete building permit application (if required) for a project in accordance with these provisions shall cause said approval to be null and void. The provisions of this section shall apply to those approvals obtained on or after September 24, 2014.

The city may, upon written request by the holder, grant a maximum of two (2) 12-month extensions to an unexpired approval. The first twelve (12) month extension shall be reviewed by the ~~planning and zoning administrator and the chair of the planning and zoning commission~~. The second twelve (12) month extension shall be reviewed by the planning and zoning commission. Whether or not an extension is warranted shall be based on the following considerations:

**Section 7: SECTION 17.88.050.I ADMINISTRATION IS HEREBY AMENDED AS FOLLOWS:**

I. Variance Procedure:

1. General:

a. Generally, variances may be issued for new construction and substantial improvements to be erected on a lot of one-half (1/2) acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, provided subsection I2 of this section has been fully considered. As the lot size increases beyond the one-half (1/2) acre, the technical justification required for issuing the variance increases.

b. Upon consideration of the factors of subsection I2 of this section and the purposes of this article, the ~~commission~~ administrator may attach such conditions to the granting of variances as it deems necessary to further the purposes of this article.

2. Considerations: In passing upon such applications, the ~~commission~~ administrator shall consider ~~the planning and zoning administrator's recommendations~~, all technical evaluations, and all relevant factors and standards specified in other sections herein and:

**Section 8: SECTION 17.88.100 PROCEDURE IS HEREBY AMENDED AS FOLLOWS:**

To obtain an emergency bank stabilization permit, an applicant must submit an application as described in section 17.88.110 of this chapter and receive written approval to perform the bank stabilization work from ~~at least two (2) Ketchum planning and zoning commissioners and the~~ planning and zoning administrator. The ~~planning and zoning commissioners and/or the~~ administrator may consult a qualified engineer or professional regarding the proposed emergency bank stabilization work. A site inspection must be performed by the planning and zoning administrator ~~and at least two (2) planning and zoning commissioners~~ before approval can be granted. Under no circumstances shall bank stabilization work commence without the approvals required herein. (Ord. 1135, 2015)

**Section 9: SECTION 17.88.130 SITE INSPECTION IS HEREBY AMENDED AS FOLLOWS:**

Upon receipt and review of a completed application, a site inspection shall be performed by the planning and zoning administrator ~~and at least two (2) planning and zoning commissioners~~. Written findings of fact and conclusions of law granting or denying the application will be prepared for city records and the applicant upon the conclusion of the site inspection and within five (5) working days from the date of the decision. (Ord. 1135, 2015)

**Section 10: SECTION 17.88.140 BASIS FOR DENIAL OF AN AMERGENCY STREAM BANK STABILIZATION PERMIT IS HEREBY AMENDED AS FOLLOWS:**

No permit shall be granted if the planning and zoning ~~commission members~~administrator determines that the proposed emergency stream bank stabilization work is contrary to the public health, safety or welfare or that it is contrary to adopted city policies regarding riparian areas and river systems. (Ord. 1135, 2015)

**Section 11: SECTION 17.88.150 CONDITIONS OF EMERGENCY STREAM BANK STABILIZATION APPROVAL IS HEREBY AMENDED AS FOLLOWS:**

Conditions which may be required for the granting of a permit include, but are not limited to, the following:

- A. The planning and zoning ~~commissioners~~administrator may require the applicant to post financial security, and enter into an agreement with the city, to mitigate possible impacts of the proposed bank stabilization work.
- B. The proposed work for the emergency stream bank stabilization work shall be conducted so as to minimize the impact on riparian vegetation and soil stability.
- C. If an emergency stream bank stabilization permit is granted, the applicant shall apply for a waterways design review/stream alteration permit under article I of this chapter within six (6) months from the date of the issuance of the emergency stream bank stabilization permit.

D. If a waterways design review/stream alteration permit under article I of this chapter and all other applicable state and federal agency permits are granted, the applicant shall then complete restoration of the affected property to city and state standards by either March 31 of the year following the issuance of the emergency stream bank stabilization permit or by another date specified by the planning and zoning ~~commissioners~~administrator or other governmental agency.

**Section 12. REPEALER CLAUSE.** All City of Ketchum Ordinances or parts thereof which are in conflict herewith are hereby repealed.

**Section 13. SAVINGS AND SEVERABILITY CLAUSE.** It is hereby declared to be the legislative intent that the provisions and parts of this Ordinance shall be severable. If any paragraph, part, section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid for any reason by a Court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

**Section 14: PUBLICATION.** This Ordinance, or a summary thereof in compliance with Section 50-901A, Idaho Code, substantially in the form annexed hereto as Exhibit C shall be published once in the official newspaper of the City, and shall take effect immediately upon its passage, approval, and publication.

**Section 15. EFFECTIVE DATE.** This Ordinance shall be in full force and effect after its passage, approval and publication according to law.

PASSED by the CITY COUNCIL and APPROVED by the MAYOR of Ketchum, Idaho on this 20th day of March, 2017.

APPROVED:

\_\_\_\_\_  
Nina Jonas, Mayor

ATTEST:

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Robin Crotty, Interim City Clerk



EXHIBIT A

EXHIBIT B

EXHIBIT C



City of Ketchum  
Planning & Building

IN RE: )  
)  
Bracken Station Motor Vehicle )  
Fueling Station and Food Service )  
Conditional )  
Use Permit )  
)  
File Number: 16-034 )

**KETCHUM PLANNING AND ZONING COMMISSION  
FINDINGS OF FACT, CONCLUSIONS OF LAW AND  
DECISION**

**PROJECT:** Bracken Station Conditional Use Permit (CUP)

**OWNER(S):** North Town Partners LLP

**REPRESENTATIVE:** Steve Cook, AIA

**REQUEST:** Conditional Use Permit (CUP) for a motor vehicle fueling station and food service establishment

**LOCATION:** 911 N. Main Street (Ketchum, AM Lot 5A, Block 30)

**ZONING:** Light Industrial District Number 1 (LI-1)

**PUBLIC NOTICE:** Property owners within a 300-foot radius of the subject property were mailed the following notice on May 16, 2016. A public hearing notice was published in the Legal Notices of the Idaho Mountain Express on May 25, 2016. Notice was posted on the subject property and in three public City locations on May, 17, 2016.

Continuation of the hearing to June 27, 2016 was announced during the June 13, 2016 hearing. Continuation to July 11, 2016, was announced during the June 27, 2016 meeting. Continuation to July 25, 2016, was announced at the July 11, 2016 meeting. Continuation to October 10, 2016, was announced at the July 25, 2016 meeting. Continuation to October 24, 2016, was announced at the October 10, 2016, meeting. Continuation to December 12, 2016 was announced at the October 24, 2016 meeting.

## FINDINGS OF FACT

1. The applicant requested a Conditional Use Permit (CUP) to allow redevelopment of 911 N. Main (Lot 5A, Block 30, Ketchum Townsite) into a motor vehicle fueling station and a food service establishment. Motor vehicle fueling stations are only allowed in the LI-1 District if a CUP is approved; the definition of motor vehicle fueling station permits retail sales of items of convenience to the motoring public. Food service establishments (subject to limitations on hours of operation and size) are only allowed in the LI-1 District if a CUP is approved.

2a. The first public hearing for this Conditional Use Permit occurred on June 13, 2016. The hearing was continued to June 27, 2016, and July 11, 2016. After receiving verbal public comment on July 11, 2016 the Commission closed the hearing and continued the application to July 25, 2016, to allow for the applicant's rebuttal and the Commission's deliberation. During the July 25, 2016, meeting the applicant provided rebuttal, the Commission deliberated, requested additional information from applicant, re-opened the hearing for public comment pertaining to the new information requested, and the application was continued to October 10, 2016.

2b. New information was provided by the applicant for the October 10, 2016, meeting and the new information was analyzed by staff in the staff report dated October 10, 2016. The Commission heard public comment during the October 10, 2016 hearing. During the meeting the Commission closed the hearing and continued the application for deliberation to the October 24, 2016 meeting. During the October 24, 2016 meeting the applicant's attorney requested a continuance of the application in order to prepare and submit new exhibits; the Commission deliberated on this topic and continued the application to December 12, 2016 in order to accept revised exhibits pertaining to circulation from the applicant. The hearing was also re-opened to accept public comment pertaining to the new materials to be submitted.

3. There are three existing buildings on the site that were proposed to be substantially altered or removed for the proposed project. The applicant proposed to entirely demolish the northernmost and southernmost buildings, to partially demolish the center building, and to remodel and add an addition to the remaining portion of the center building.

4. The site does not currently meet city standards for the existing or proposed development and the applicant proposed significant upgrades to the site in order to improve the site to meet city standards and Idaho Transportation Department standards.

5. Staff reports containing analysis of city code standards, including conditional use permit evaluation criteria, all applicable city policies, and the materials submitted by the applicant pertaining to the proposed motor vehicle fueling station and food service establishment were prepared for the following meetings; the staff reports prepared for each meeting are dated accordingly:

- June 13, 2016
- June 27, 2016
- July 11, 2016
- July 25, 2016
- October 10, 2016
- October 24, 2016
- December 12, 2016

Public comments and materials submitted by the applicant are attached to each staff report either as a direct attachment or as an appendix. Public comments received after a staff report was published to the City of Ketchum website and distributed electronically to the city’s Planning and Zoning e-mail distribution list were printed and distributed to Commissioners prior to the start of each meeting. Additionally, some members of the public printed comments and distributed said comments to the Commission during a meeting. Such comments have been included in the record for the application and were attached to the staff report or reports.

6. For the December 12, 2016 meeting a revised site plan, a revised preliminary improvements plan (civil plan) and seventeen (17) new circulation exhibits were submitted by the applicant. The analysis contained within the December 12, 2016 staff report focuses on the new materials submitted for that meeting and reference materials previously submitted and analyzed in preceding staff reports.

The applicant distributed two additional exhibits to the Commission during the public hearing on December 12, 2016. These exhibits are as follows, and are included in the record for the application:

- “Vehicles Greater than 22 ft in length” exhibit, prepared by L2 Data Collection
- Letter from Jeff M. Gunter, City of Hailey Chief of Police, dated December 12, 2016

7. The Commission’s conclusions were informed by the cumulative total of materials pertaining to the application; where applicable, the conclusions were informed by the most recent revised exhibit or exhibits.

### **FINDINGS OF FACT PERTAINING TO ANALYSIS OF REVISED PLANS SUBMITTED FOR THE DECEMBER 12, 2016 HEARING**

<b>Findings pertaining to revised Site Plan dated November 23, 2016</b>	
<b>1. Boulevard Approach</b>	1. In addition to the change in surface material across the boulevard approach in the pedestrian zone a new change in surface material was proposed at the island that bisects the boulevard approach.
<b>2. Eastern Fuel Pumps</b>	1. The eastern two fuel pumps were shifted 6’-6 3/4” further west. The fuel pumps were previously located 13’-4” from the western property line, these fuel pumps are now 19’-9” from the western property line.
<b>3. Western Fuel Pumps</b>	1. One of the western fuel pumps was removed. The remaining western fuel pump was relocated and centered between the northern and southern edges of the canopy.
<b>4. Fueling canopy</b>	1. The fueling canopy was enlarged from 40’-6” x 40’-8” to 42’ x 42’. 2. The fueling canopy was shifted 3’ to the west. The eastern setback from the property line is now 13’-4”, with no overhang of the canopy into the setback.
<b>5. Building</b>	1. The eastern façade of the building was shifted 4’ to the west on the northernmost portion of the building.

<b>6. On-site pedestrian circulation</b>	1. The on-site sidewalk adjacent to the northernmost portion of the eastern façade of the building was shifted 4' west.
<b>7. Landscaping and Landscape Walls</b>	<p>1. The tree screening buffer adjacent to the northern (10<sup>th</sup> Street) property line was reduced; the westernmost trees were removed.</p> <p>2. A 24" landscaping wall was proposed for the area where the tree screening was removed.</p> <p>3. A 24" height landscaping wall was proposed along a portion of the southwestern property line to provide a buffer from vehicle headlights. The proposed wall extends 30' from the southernmost edge of the building.</p>
<b>8. Snow Storage</b>	1. The applicant proposed to snow melt the entire paved parking and circulation area of the site and to manually remove snow from the sidewalks. There is 275 square feet of snow storage provided in the landscape area adjacent to the pedestrian staircase, 200 square feet of snow storage provided near the entrance to the building, and 110 square feet of snow storage is provided in the southeast corner of the property, for a total of 585 square feet of on-site snow storage. This snow storage space is reserved to accommodate snow removed from the on-site sidewalk network; approximately 50% of the on-site pedestrian sidewalk area is not covered by roof overhang.
<b>9. Off-Street Loading</b>	<p>1. The applicant proposed one off-street loading space 10' x 30' in size at the northeast corner of the site and one off-street loading space 10' x 45' in size at the southeast corner of the site. Two off-street loading spaces are required.</p> <p>2. The applicant proposed one alternate loading space 10' x 30' in size in the alley to the west, at the lower level of the site and one alternate loading space 10' x 18' in size at the lower level of the site, adjacent to 10<sup>th</sup> Street.</p>

<b>Findings pertaining to revised Preliminary Improvements Plan, revision date November 23, 2016</b>	
<b>Conflict with Idaho Code §§54-1215</b>	The preliminary improvement plan was submitted for the Commission's review in order to aid the Commission in making a discretionary decision regarding the Conditional Use Permit application. Idaho Code §54-1215(b) requires that "In the event the final work product is preliminary in nature or contains the word 'preliminary,' such as a 'preliminary engineering report,' the final work product shall be sealed, signed and dated as a final document if the document is intended to be relied upon to make policy decisions important to the life, health, property, or fiscal interest of the public." At the time of publication of the December 12, 2016 staff report and as of the December 12, 2016 hearing neither the new nor the previously submitted preliminary improvement plan produced by Benchmark

	Associates were sealed, signed, and dated by a licensed engineer in accordance with Idaho Code §54-1215.
<b>Fueling Pumps</b>	The location and number of fueling pumps were revised to match the revised site plan.
<b>Dimensions</b>	Additional dimensions were added and/or updated, including: <ul style="list-style-type: none"> <li>- Length of center turn lane</li> <li>- Setback of fuel pumps from property line</li> <li>- Dimensions of parking areas</li> <li>- Distances between fuel pumps and site features such as entrance/exit, parking spaces, etc.</li> <li>- Locations of proposed dry wells</li> </ul>
<b>Staircase</b>	The location and configuration of the proposed staircase accessing 10th Street was revised to match the revised site plan.

**Findings pertaining to Site Circulation Exhibits dated November 23, 2016**

**Conflict with Idaho Code §54-1215**

The circulation exhibits were submitted for the Commission’s review in order to aid the Commission in making a discretionary decision regarding the Conditional Use Permit application. Idaho Code §54-1215(b) requires that “In the event the final work product is preliminary in nature or contains the word ‘preliminary,’ such as a ‘preliminary engineering report,’ the final work product shall be sealed, signed and dated as a final document if the document is intended to be relied upon to make policy decisions important to the life, health, property, or fiscal interest of the public.” At the time of publication of the December 12, 2016 staff report and as of the December 12, 2016 hearing none of the newly or previously submitted circulation exhibits produced by Benchmark Associates were sealed, signed, and dated by a licensed engineer in accordance with Idaho Code §54-1215.

**Exhibits 1 – 9B**

Exhibits 1 – 9B represented on-site turn movements, and/or ingress, and/or egress movements of singular vehicle types. These exhibits modeled optimal turn movements that each vehicle type could make when the site was absent of real world traffic.

The Commission finds that the concerns raised by these exhibits generally relate to on-site pinch points and number of potential fueling positions available to a given vehicle type because real world traffic is not present.

**Exhibits 10 – 14**

Exhibits 10 – 14 represented on-site turn movements, and/or ingress movements, and/or egress movements of multiple vehicle types in each exhibit. These exhibits modeled optimal turn movements and circulation that each vehicle type could make in real world conditions that reflect the most congested vehicle compositions



and counts observed on September 1, 2016 on the Main Street side of the Hailey Chevron.

The Commission finds that the concerns raised by these exhibits are the most pertinent to the impact of on-site circulation to off-site circulation in the right-of-way. The greatest circulation constraints and obstructions are described in the analyses of Exhibits #10, #11, #13 and #14.

## Use of Terms

### Circulation Loop:

Use of this term refers to the loop that vehicles entering and exiting the site make when circulating around the fueling island.

### Pinch Point:

Use of this term means that the clearance between two points is narrow enough that circulation is constrained and free and clear movement is diminished. Pinch points may require the drivers of vehicles navigating between pinch points to reduce travel speed in order to clear the pinch point, or may require drivers of vehicles to back up or make other extra turn movements in order to clear the pinch point.

### Obstructed Circulation:

Use of this term means that an obstacle, such as another vehicle, is positioned in such a way that a vehicle in movement cannot pass through.

### Narrow Clearance:

This term is used when there is 20' of clearance or less between two vehicles. Because circulation on this site involves multiple vehicles in motion navigating the circulation loop, eight parking spaces, six fueling positions, and two loading zones, 20' of clearance or less is defined as narrow clearance.

## Exhibit Findings

### #1 – North-bound car & trailer site circulation (fueling options)

This exhibit models a northbound passenger vehicle towing a camper trailer 48.7' in length circulating onto the site and maneuvering into several fueling positions when there are no other vehicles on site.

The northbound vehicle has four possible fueling positions shown:

1. East side of pump #3
  - a. In this position there is 24.7' of clearance at the entrance of the site, 18' of clearance at the exit to the site.
2. West side of pump #3
3. East side of pump #1
4. West side of pump #1
  - a. In this position there is 10.1' of clearance to the north and 17.6' of clearance to the south.

Staff finds and the Commission agrees:

1. Narrow clearance at the north of the circulation loop when a vehicle is in position at the east side of Pump #1.
  - a. The exhibit indicates a narrow margin of error for this vehicle type to navigate the circulation loop when the east side of Pump #1 is occupied.
2. Obstructed circulation at the north of the circulation loop when a vehicle is in position at the west side of Pump #1.
  - a. The exhibit indicates circulation movements are completely obstructed when the west side of Pump #1 is occupied.
3. There were only four (4) potential fueling positions available for a north-bound vehicle of this type: east and west sides of Pump #2, east and west sides of Pump #1.
4. In real world conditions, only two (2) potential fueling positions would allow for the circulation loop to remain unencumbered: east and west sides of Pump #3. However, in order to access Pump #3, Pump #2 would also have to be open.

## **#2 – North-bound box truck site circulation (fueling and queue options)**

**This exhibit models a northbound box truck 30' in length circulating onto the site and maneuvering into several fueling positions and the designated loading space located at the northeast corner of the site when there are no other vehicles on site.**

**The northbound vehicle has four possible fueling positions shown:**

1. **East side of pump #3**
  - a. **In this position there is 32.8' of clearance to the north and 26.7' of clearance to the south.**
2. **West side of pump #3**
3. **East side of pump #1**
4. **West side of pump #1**
  - a. **In this position there is 13.8' of clearance to the north and 23.3' of clearance to the south.**

Staff finds and the Commission agrees:

1. There were only four (4) potential fueling positions out of six (6) potential fueling positions for this vehicle type: east or west side of Pump #3 and east or west side of Pump #1.
  - a. Fueling at pump #2 would result in the box truck encroaching into the north side of the circulation loop.
2. When this vehicle type fuels on the west side of Pump #1 a pinch point would be created.

3. Northbound box trucks would have to complete on-site the circulation loop and back up into a fueling position, and in real world conditions this would impact the ability of other vehicles attempting to exit the site.

### **#3 – North-bound car site circulation (fueling options)**

**This exhibit models a north-bound passenger vehicle 19' in length circulating onto the site, maneuvering into several fueling positions, and queuing when there are no other vehicles on site.**

**The northbound vehicle can maneuver into all six fueling positions.**

**Additionally, the exhibit depicts passenger vehicles stacked and queuing on the west side of pump #2 and the east and west sides of pump #1.**

Staff finds and the Commission agrees:

1. This exhibit models eleven (11) passenger vehicles on site, and illustrates that there is space for passenger vehicles to queue on the east and west sides of pump #1, without impacting on-site circulation for other passenger vehicles.

Based on the conditions observed at the Chevron Hailey (a maximum of five (5) passenger vehicles and two (2) commercial vehicles comprised the most congested observation), it may be unlikely for eleven (11) passenger vehicles to patronize the site at the same time. However, this exhibit raises a concern about queuing on the west side of pump #2.

While there was room for a passenger vehicle to queue on the east or west side of pump #1, there was not enough room for a passenger vehicle to queue north of pump #2. If a passenger vehicle queued in this position during real world conditions, a pinch point would be created at the ingress to the site, which would impact the ability of subsequent vehicles to enter the site, and thereby would impact traffic flow in the right-of-way.

### **#4 – South-bound car & trailer site circulation**

**This exhibit models a south-bound passenger vehicle towing a camper trailer 48.7' in length circulating onto the site and maneuvering into several fueling positions when there are no other vehicles on site.**

**The south-bound vehicle has four possible fueling positions shown:**

1. **East side of pump #3**
  - a. **In this position there is 23.8' of clearance at the entrance of the site, 18.5' of clearance at the exit to the site.**
2. **West side of pump #3**
3. **East side of pump #1**
4. **West side of pump #1**
  - a. **In this position there is 8.6' of clearance to the north and 17.9' of clearance to the south.**

Staff finds and the Commission agrees:

1. Narrow clearance at the north of the circulation area when vehicle is in position at the east or west side of Pump #1. This would create constrained on-site circulation, especially when this vehicle type positions at the west side of pump #1, where the clearance is only 8.6'
  - a. The exhibit indicates circulation movements of this vehicle type intersecting with the placement of the vehicle on both the east and west side of pump #1.
2. There were only four (4) potential fueling positions out of six (6) potential fueling positions for this vehicle type (fueling at the east or west side of Pump #2 would cause the vehicle to encroach into the circulation area north of the fueling islands, which would constrict site circulation).
3. Two (2) of the six (6) fueling positions available to this vehicle type (east and west sides of pump #3) were dependent on other fueling positions (east and west sides of pump #2) being open.
4. If pump #1 was not utilized by this vehicle type due to constraints on circulation, only the two (2) fueling positions that depend on other fueling positions being open (east and west sides of pump #3) were available to this vehicle type. During the peak hour when vehicles may fuel in non-optimal positions, if vehicles fuel in non-optimal positions it would cause on-site congestion to impact vehicle ingress into the site and thereby traffic flow in the right-of-way.
5. South-bound vehicles would have to complete on-site the circulation loop and back up into a fueling position, and in real world conditions this would impact the ability of other vehicles attempting to exit the site.

#### **#5 – South-bound box truck site circulation (fueling and queue options)**

**This exhibit models a south-bound box truck 30' in length circulating onto the site and maneuvering into several fueling positions and the designated loading space located at the northeast corner of the site when there are no other vehicles on site.**

**The south-bound box truck has four possible fueling positions shown:**

1. **East side of pump #3**
  - a. **In this position there is 32.8' of clearance to the north and 26.5' of clearance to the south.**
2. **West side of pump #3**
3. **East side of pump #1**
4. **West side of pump #1**
  - a. **In this position there is 14.6' of clearance to the north and 23.7' of clearance to the south.**

Staff finds and the Commission agrees:

1. A pinch point is created when this vehicle type occupies the west side of Pump #1.

2. The box truck must complete the circulation loop and back up into a fueling position for Pump #3 and the east site of Pump #1. In real world conditions this could impact the ability of other vehicles attempting to exit the site.
4. There are only four (4) potential fueling positions out of six (6) potential fueling positions for this vehicle type: east or west side of Pump #3 and east or west side of Pump #1.
  - a. Fueling at pump #2 would result in the box truck encroaching into the north side of the circulation loop.
5. Two (2) fueling positions (east and west side of Pump #3) are dependent on the east or west sides of Pump #2 being open, and one (1) fueling position (west side of Pump #1) creates a pinch point at the north side of the circulation loop. Therefore, there is only one optimal fueling position out of six available to southbound box trucks.

#### **#6 – South-bound car site circulation (fueling options)**

**This exhibit models a south-bound passenger vehicle 19' in length circulating onto the site, maneuvering into several fueling positions, and queuing when there are no other vehicles on site.**

**The south-bound vehicle can maneuver into all six fueling positions.**

**Additionally, the exhibit depicts passenger vehicles stacked and queuing on the west side of pump #2 and the east and west sides of pump #1.**

Staff finds and the Commission agrees that for the south-bound passenger vehicles were the same as the concerns for the north-bound passenger vehicles:

1. This exhibit modeled eleven (11) passenger vehicles on site, and illustrates that there is space for passenger vehicles to queue on the east and west sides of pump #1, without impacting on-site circulation for other passenger vehicles.

Based on the conditions observed at the Chevron Hailey (a maximum of five (5) passenger vehicles and two (2) commercial vehicles comprised the most congested observation), it may be unlikely for eleven (11) passenger vehicles to patronize the site at the same time. However, this exhibit raised a concern about queuing on the west side of pump #2.

Although there was room for a passenger vehicle to queue on the east or west side of pump #1, there was not enough room for a passenger vehicle to queue north of pump #2. If a passenger vehicle queued in this position during real world conditions, a pinch point would be created at the ingress to the site, which would impact the ability of subsequent vehicles to enter the site, and thereby would impact traffic flow in the right-of-way.

#### **#7A – Car & trailer site north-bound exit circulation**

**This exhibit models the north-bound egress movements of a 48.7' passenger vehicle towing a camper trailer when no other vehicles are on site.**

Staff finds and the Commission agrees:

1. When in position on the east side of Pump #3, this vehicle type would first be required to back up into the site entrance, in order to make a north-bound exit from the site. While the vehicle is backing up the entrance to the site would be blocked and other vehicles attempting to access the site may be forced to queue at the entrance to the site, which would create impede traffic flow in the right-of-way.

Additionally, when this vehicle type would fuel at the east side of Pump #3 there would be only 18' of clearance between the fueling vehicle and the site exit. The exhibit illustrates the movement path of the exiting vehicle has narrow clearance.

2. When in position on the west side of Pump #3, this vehicle would have to first maneuver to the southeast corner of the site, then must back up to the western corner of the site, in order to exit the site.

#### **#7B – Car & trailer site south-bound exit circulation**

**This exhibit models the south-bound egress movements of 48.7' passenger vehicle towing a camper trailer when no other vehicles are on site.**

Staff finds and the Commission agrees that for south-bound egress movements the concerns were the same as the concerns for north-bound egress movements of this vehicle type:

1. When in position on the east side of Pump #3, this vehicle type would be required to first back up into the site entrance in order to make a north-bound exit from the site. While backing up the entrance to the site would be blocked and other vehicles attempting to access the site may be forced to queue at the entrance to the site, which would create impede traffic flow in the right-of-way.

Additionally, when this vehicle type would be fueling at the east side of Pump #3 there would be only 18' of clearance between the fueling vehicle and the site exit. The exhibit illustrates the movement path of the exiting vehicle has narrow clearance.

2. When in position on the west side of Pump #3, this vehicle type would be required to first maneuver to the southeast corner of the site, then would be required to back up to the western corner of the site, in order to exit the site.

#### **#8A – Box truck site north-bound exit circulation**

**This exhibit models the north-bound egress movements of a 30' box truck when no other vehicles are on site.**

Staff finds and the Commission agrees that the findings for this vehicle type were similar to the concerns for the egress movements of south-bound and north-bound passenger vehicles towing campers:

1. When in position on the east side of Pump #3, this vehicle type would be required to first back up into the site entrance, in order to make a north-bound exit from the site. While the vehicle backed up the entrance to the site will be blocked and other vehicles attempting to access the site may be forced to queue at the entrance to the site, which would create impede traffic flow in the right-of-way.
2. When in position on the west side of Pump #3, this vehicle type would be required to maneuver to the southeast corner of the site, then would be required to back up to the western corner of the site, in order

to exit the site.

**#8B – Box truck site south-bound exit circulation**

**This exhibit models the south-bound egress movements of a 30’ box truck when no other vehicles are on site.**

Staff finds and the Commission agrees that the findings for this vehicle type were similar to the concerns for the egress movements of south-bound and north-bound passenger vehicles towing campers:

1. When in position on the west side of Pump #3, this vehicle type would be required to first maneuver to the southeast corner of the site, then would be required to back up to the western corner of the site, in order to exit the site.

**#9A – Car site north-bound exit circulation**

**This exhibit models the north-bound egress movements of a 19’ passenger vehicle when no other vehicles are on site.**

Staff finds and the Commission agrees:

1. Narrow clearance for vehicles exiting the site when a passenger vehicle would be fueling on the east side of Pump #1.

**#9B – Car site south-bound exit circulation**

**This exhibit models the south-bound egress movements of a 19’ passenger vehicle when no other vehicles are on site.**

Staff finds and the Commission agrees that the findings for Exhibit #9b were the same as the concerns raised by Exhibit #9a:

1. Narrow clearance for vehicles exiting the site when a passenger vehicle would be fueling on the east side of Pump #1.

**#10 – Configuration 1 – Truck and Trailer Queuing, Box Truck Delivery**

**This exhibit models a passenger vehicle towing a camper queued on-site, circulation of a 30’ box truck into a designated loading space , and circulation and stationary positions of passenger vehicles.**

**The exhibit illustrates the most congested number of vehicles and vehicle composition observed utilizing the Main Street fuel pumps at the Hailey Chevron during the peak hour on September 1, 2016.**

Staff finds and the Commission agrees:

1. When a passenger vehicle would not be optimally located in the fueling position on the east side of Pump #2 and a passenger vehicle towing a camper would be queued on site as shown in the exhibit a pinch point would be created at the entrance to the site and circulation would be partially obstructed. The exhibit illustrates that a passenger vehicle can navigate through the narrow clearance, but there is minimal room for error. The exhibit illustrated that a box truck could navigate through the narrow clearance with only inches of clearance. For other vehicle types the narrow clearance may be impassable, which would cause a

back-up that impacts the movement of traffic in the right-of-way.

Additionally, while the passenger vehicle was not parked optimally on the east side of Pump #2 in this exhibit, the same condition of partial obstruction/narrow clearance would exist if an oversized vehicle such as a box truck were parked on the east side of Pump #2 and a passenger vehicle towing a camper were queued as shown in the exhibit.

2. The entrance to the site was the most optimal location for a passenger vehicle towing a camper to queue, other than the designated loading spaces located at the southeast and northeast corners of the site (see Architectural Site Plan, dated November 23, 2016, for locations of designated loading spaces). For example, if a passenger vehicle towing a camper queues further west into the interior of the site and within the circulation loop, the circulation loop would be partially obstructed, which would prevent the on-site circulation of all other vehicles accessing the site.
3. Although there were two designated loading spaces, as required by Section 17.125.050, these loading spaces are designated for the unloading of commercial goods necessary to the use to operate. This exhibit illustrates that there were no designated parking spaces for oversized passenger vehicles, such as vehicles towing RVs, vehicles towing landscaping trailers, and so forth, to park on-site.

While the Architectural Site Plan dated November 23, 2016, indicated a third, alternative loading space in the alley that is accessible from 10<sup>th</sup> Street, and it could have been proposed that one loading space accessible from 10<sup>th</sup> Street could be designated as an oversize vehicle parking space, an exhibit illustrating that a box-truck 30' in length or a semi-trailer 45' in length could safely access the loading area in the alley without impacting the safety of pedestrians and vehicles on 10<sup>th</sup> Street was not provided. During the hearing the applicant also clarified that use of the alley as a loading space was not being requested.

4. In the real-world conditions modeled in this exhibit, both a north-bound and a south-bound box truck were required to make multi-point turn maneuvers in order to circulate to the designated loading space at the southeast corner of the site.
5. When a passenger vehicle would not be optimally parked on the west side of Pump #1 there would be narrow clearance for the circulating box truck, as illustrated in the exhibit.

#### **#11 – Configuration 2 – Truck and Trailer Fueling, Box Truck Queuing/Delivering**

**This exhibit models a passenger vehicle towing a camper fueling on-site, circulation of 30' box trucks into designated loading spaces, and stationary positions of passenger vehicles.**

**The exhibit illustrates the most congested number of vehicles and vehicle composition observed utilizing the Main Street fuel pumps at the Hailey Chevron during the peak hour on September 1, 2016.**

Staff finds and the Commission agrees:

1. In real world conditions, when a passenger vehicle towing a camper would be fueling on the west side of Pump #1, a pinch point would be created in the north side of the circulation loop. As illustrated in this exhibit, a box truck maneuvering to the designated loading space in the northeast corner of the site would be required to back up into place and the ability to do so would be constrained by the passenger vehicle



towing the camper fueling at Pump #1.

2. As depicted in the exhibit, the path that the passenger vehicle towing the camper would be required to use to navigate onto the site and into position at Pump #1 overlapped with the stationary position of the box truck that was parked in the designated loading space at the northeast corner of the site. If a box truck were to arrive to the site first the ability of the passenger vehicle towing the camper to enter the site and/or circulate the site would be constrained.
3. While there was an alternate loading space at the southeast corner of the site, it cannot be guaranteed that a box truck will always be able to navigate to the alternate loading space as depicted in the exhibit. For example, if a vehicle or vehicles were to be queuing to exit the site, the path depicted in the exhibit would be obstructed, causing the box truck or a similarly or larger vehicle to be required to queue at the entrance to the site, which would impact the flow of traffic in the right-of-way.

#### **#12 – Configuration 3 – Truck and trailer fueling, box truck fueling**

**This exhibit models a passenger vehicle towing a camper fueling on-site, a 30' box trucks fueling on-site, and stationary positions of passenger vehicles.**

**The exhibit illustrates the most congested number of vehicles and vehicle composition observed utilizing the Main Street fuel pumps at the Hailey Chevron during the peak hour on September 1, 2016.**

Staff finds and the Commission agrees:

1. The turn movements of the passenger vehicle towing a camper, when maneuvering into and out of fueling position, require the vehicle to temporarily obstruct the exit and entrance to the site.
2. Narrow clearance existed in the north side of the circulation loop with a box truck positioned on the west side of Pump #1.

#### **#13 – Circulation with fuel truck on site**

**This exhibit depicts a 35' length Kellerstrass fuel delivery truck on site in the fueling position, five passenger vehicles on site, and a passenger vehicle towing a trailer and a box truck both circulating the site and exiting the site.**

Staff finds and the Commission agrees:

1. The fuel delivery truck depicted in this exhibit was labeled a Kellerstrass truck, 35' in length.

The previous fuel truck exhibits submitted for the October 11, 2016 meeting, indicate a fuel truck with trailer connected to the truck by a hitch. The letter dated October 1, 2016 from Kellerstrass oil references the ability of a truck and trailer with two pivot points being able to maneuver the proposed Bracken station site.

While a 35' length fuel truck was depicted in the exhibit, there could not be a guarantee that larger fuel delivery trucks would not deliver fuel to the site in the future, if the gas station were to change ownership, for example. This exhibit did not reflect what on-site circulation would look like, and any impact that on-

site circulation would have to traffic in the right-of-way, if a larger fuel delivery truck were utilizing the site.

The fuel truck measurement exhibit submitted by the applicant for the October 11, 2016 meeting indicates fuel trucks up to 84'4" in length were in Kellerstrass Oil's fleet.

2. Additionally, while a note on the exhibit expressed the applicant's intent of scheduling fuel deliveries to take place only during non-peak hours, and the note stated that a "majority of deliveries will take place from 2 AM – 4 AM", this was not guaranteed. The letter previously submitted by the applicant from Kellerstrass Oil, dated September 23, 2016, states only that Kellerstrass Oil would make fuel deliveries during "non-high traffic times" and that Kellerstrass would "work with Roy Bracken to make sure our fuel deliveries are planned well in advance so that his staff is prepared and that our drivers can make quick and safe deliveries as to not interfere with customers and traffic flow on site and with highway traffic." The letter did not indicate what "non-high traffic" times were, or that fuel deliveries would only be made when the gas station was closed, for example.
3. As depicted in the exhibit, there was not a designated place for oversize vehicles patronizing the proposed use, such as a passenger vehicle towing a camper, or a passenger vehicle towing a landscaping trailer, to queue on site. The queuing location depicted in Exhibit 10 would not be available when a fuel delivery truck was on site. While some oversized vehicles may circulate and exit the site without stopping, as modeled in the exhibit, in a real world condition a customer needing gas or items from the retail store may opt to park elsewhere on the site anyhow; such actions cannot be prevented and would result in obstructions to the ingress movements of other vehicles entering the site, which would impact traffic in the right-of-way.
4. There was narrow clearance for the box truck and the passenger vehicle towing the camper to exit the site when a passenger vehicle was in position on the east side of Pump #3.

#### **#14 – Semi-truck on-site delivery**

**This exhibit models north-bound and south-bound 45' length semi-trucks circulating the site and maneuvering to the southeast loading area while five passenger vehicles are stationary on site.**

Staff finds and the Commission agrees:

1. The previously submitted "Semi-Truck Delivery Circulation" exhibit, dated September 30, 2016, contained notes stating "Deliveries made by trucks larger than a WB-40 shall be made in the alley," and "Deliveries will be scheduled so no more than two trucks (one in loading zone and one in alley) are on site at once."

This new exhibit did not contain such notes. However, the previous notes raise concerns regarding the ability of delivery trucks greater than 45' in length to maneuver into the alley adjacent to the site and the ability of delivery trucks greater than 45' in length to circulate the site itself, should the alley not be a feasible option due to the ability of 45' or greater semi-trucks to enter and exit the alley, or to enter and exit the alley without impacting vehicle traffic on 10<sup>th</sup> Street.

2. The ability of the 45' length semi-truck to circulate this site would be constrained due to the size of the site itself. For example:

- a. There would be narrow clearance for a southbound semi-truck to enter the site while a passenger vehicle is fuels on the east side of Pump #2;
  - b. The wheel path of the semi-truck in the circulation loop required the entire circulation loop to be unobstructed (without oversize vehicles queuing on the north side of the circulation loop as was shown in Exhibit #10, or passenger vehicles queuing as was shown in Exhibits #3 and #6);
  - c. The west side of Pump #1 would be required to be closed in order for the semi-truck to circulate, otherwise circulation of the semi-truck would be obstructed (as would occur if a box truck were fueling on the west side of Pump #1, as was shown in Exhibits #2, #5, #8a, and #8b, or if a passenger vehicle towing a camper were fueling on the west side of Pump #1 as was shown in Exhibits #1, #2, #7a and #7b).
3. While the semi-truck was in position in the loading zone at the southeast corner of the site a vehicle parked in the southernmost parking space would not be able to exit the parking space.

**FINDINGS OF FACT**

<b>City Department Conclusions</b>				
<b>Compliant</b>			<b>Standards and Staff Comments</b>	
<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>City Code</b>	<b>City Standards and Staff Comments</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.116.040(A)</b>	<b>Complete Application</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Department and Boards/ Commissions Comments</b>	<p><b>Public Works Department:</b></p> <ol style="list-style-type: none"> <li>1. Although the site plan was revised and new vehicle circulation exhibits reflecting the revised site plan were produced, the new vehicle circulation exhibits dated November 23, 2016 still did not adequately indicate that the fueling station would not cause congestion on Main Street/HWY 75.</li> </ol> <p>Each circulation exhibit was described in detail in Attachment F., Table 4 in the December 12, 2016, staff report, and all circulation exhibits were attached as Attachment G to the December 12, 2016, staff report.</p> <ol style="list-style-type: none"> <li>2. The configuration of the sidewalk design would have created a challenge for the City’s snow removal operations. If the project has been approved, a condition of approval requiring the owner to remove the snow to the west of the valley gutter and prohibiting the snow being placed back out in the roadway would have been required.</li> <li>3. The additional crosswalk crossing Main Street at the northern end of the site, as proposed in the Pedestrian Analysis prepared by Alta Planning + Design and dated June 29, 2016, and with ADA compliant ramps, was recommended.</li> <li>4. Colored pedestrian areas, as proposed in Figure 2 in the Pedestrian Analysis dated June 29, 2016, were recommended; a Maintenance Agreement stating that owner shall maintain the pedestrian areas</li> </ol>

			<p>would have been required if the conditional use permit had been approved.</p> <ol style="list-style-type: none"> <li>5. To address pedestrian traffic from the southwestern pedestrian catchment area referenced in the Pedestrian Analysis dated June 29, 2016, further analysis of the need for the Rectangular Rapid Flashing Beacon at the intersection of Warm Springs Road and 10<sup>th</sup> would have been needed.</li> <li>6. As proposed in the Pedestrian Analysis dated June 29, 2016, further study of the feasibility of defining the gap in the sidewalk on the north side of 10<sup>th</sup> Street between Warm Springs Road and Main Street would have been.</li> <li>7. The property owner would have needed to maintain the landscaping in the right-of-way, according to ITD standards.</li> <li>8.</li> <li>9. The Preliminary Grading and Drainage Plan prepared by Benchmark Associates, with revision date June 3, 2016, was reviewed and was acceptable. Prior to issuance of a building permit a seepage test would have needed to be conducted and clarification regarding the infiltration rate and storm intensity and number of dry wells would have been required.</li> <li>10. The 5' sidewalk connecting to Frenchman's Place, as indicated in the Highway 75 Frenchman Sidewalk Connection exhibit prepared by Benchmark Associates and dated July 11, 2016, was acceptable. The existing drywell indicated on the plan is a catch basin and it would have had to have been abandoned after installation of the new drywells.</li> </ol>
			<p><b>Fire Department:</b></p> <ol style="list-style-type: none"> <li>1. The project would have been required to meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances.</li> <li>2. An approved fire detection system would have been required to be installed per City of Ketchum Ordinance #1125 (<a href="http://www.ketchumfire.org">www.ketchumfire.org</a>) and the requirements of NFPA 72. Two (2) sets of alarm system plans would have been required to have been submitted to the Ketchum Fire Department for approval, with a permit required prior to installation of alarm systems. Inspections of fire detection systems by the Fire Chief or an appointee would have been required and would have had to have been scheduled at least 48 hours in advance.</li> <li>3. An approved access roadway per 2012 International Fire Code Appendix D (<a href="http://www.ketchumfire.org">www.ketchumfire.org</a>) would have been required to have been installed prior to any combustible construction on the site. The road would have been required to be a minimum of twenty (20) feet in width and capable of supporting an imposed load of at least 75,000 pounds. The road would have been required to be an all-weather driving surface maintained free, clear, and unobstructed at all times.</li> <li>4. Fire extinguishers would have been required to have been installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building.</li> </ol>

			<ol style="list-style-type: none"> <li>5. An approved key box would have been required to have been installed, with the appropriate keys, for emergency fire department access in a location approved by the fire department. The key box would have been required to have been a Knox box brand and sized to accommodate keys to every door of the project.</li> <li>6. The underground fuel tanks would have been required to have been installed and tested following the 2012 International Fire Code, Sections 5704.2.11 through Section 5704.2.12.2.</li> <li>7. Motor fuel dispensing stations would have been required to have been installed following the 2012 International Fire Code, Section 2306.7 through Section 2306.7.7.2.</li> <li>8. The Liquefied Petroleum Gas fuel dispensing would have been required to have been installed following the 2012 International Fire Code, Section 2307.1 through Section 2307.7</li> </ol>
			<p><b>Building:</b></p> <ul style="list-style-type: none"> <li>• No comment.</li> </ul>
			<p><b>Police Department:</b></p> <ul style="list-style-type: none"> <li>• No comment.</li> </ul>
			<p><b>Utilities:</b></p> <ul style="list-style-type: none"> <li>• No comment.</li> </ul>
			<p><b>Parks/Arborist:</b></p> <ol style="list-style-type: none"> <li>1. The owner would have been required to maintain the landscaping in the right-of-way, which is managed by ITD.</li> <li>2. The southeastern-most proposed <i>Abies lasiocarpa</i> was in close proximity to the overhead transmission line, substitution of a hardier bristlecone pine would have been required.</li> <li>3. The other species were acceptable and the diversity and placement were appreciated.</li> <li>4. Staff recommended retaining the tree adjacent to the existing power pole in the right-of-way on Main Street if ITD would have allowed it.</li> </ol>

Findings of Compliance with Zoning Standards				
Compliant			Standards and Commission Findings	
Yes	No	N/A	Guideline	City Standards and <i>Commission Findings</i> ( <i>italicized</i> )
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030.C</b>	<b>Lot Area</b>
			<b><i>Commission findings</i></b>	8,000 square feet minimum is required. <i>The lot is 0.4267 acres or 18,590 square feet.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030.C &amp; 17.128.020.C</b>	<b>Setbacks and Supplementary Yard Requirements</b>
			<b><i>Commission findings</i></b>	<i>Buildings "A" and "C" (as labeled on the Architectural Site Plan) currently have non-conforming setbacks on the front (eastern) property line. Building "B" (as labeled on the Architectural Site Plan) currently conforms to setbacks. The applicant proposed to demolish buildings "A" and "C" and to build an addition to building "B" which would result in a site with structures that meet setback requirements.</i>

				<p><i>Proposed Front (north – 10<sup>th</sup> Street) – 20’ (required: 20’)</i>  <i>Proposed Side (east – Main Street) – 13’-4” is the setback to the eastern edge of the canopy; 19.9’ or 19’-10<sup>13/16”</sup> is the setback to the eastern edge of fuel pumps #2 and #3. (required setback is 13’-4”)</i>  <i>Proposed Rear – (west – alley) – 0’ (required: 0’)</i></p> <p><i>The proposed setbacks meet setback requirements.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030.C</b>	<b>Building Coverage</b>
			<b>Commission findings</b>	Permitted - 75% Proposed – 23.4% (including gas station canopy 42’ x 42’ in size)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030.C</b>	<b>Building Height</b>
			<b>Commission findings</b>	Maximum building height permitted is 35’; <i>the existing buildings are 13’-8” above grade on Main Street and 24’-8” above grade on 10<sup>th</sup> Street; the proposed addition to building “B” was 13’-8” above grade on Main Street and 24’-8” above grade on 10<sup>th</sup> Street. The proposed canopy was 18’ above grade on Main Street and 20’ above grade from 10<sup>th</sup> Street at the eastern edge of the structure and 24’ above grade from 10<sup>th</sup> Street at the western edge of the structure.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.030.H</b>	<b>Curb Cut</b>
			<b>Commission findings</b>	A maximum of thirty five percent (35%) of the linear footage of any street frontage can be devoted to access off street parking.  <i>The curb cut design recommended by the Idaho Transportation Department and proposed by the applicant was 84’ (40’ entrance, 4’ island, 40’ exit) in width, which equated to 30.6% of the linear footage frontage of the lot. (The linear footage of lot frontage is 273.97’.)</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.124.060.M</b>	<b>Parking Spaces</b>
			<b>Commission findings</b>	<p><i>Required:</i>  The off street parking standards apply when an existing structure or use is expanded or enlarged. Additional off street parking spaces shall be required only to serve the enlarged or expanded area, not the entire building or use.</p> <p>2 spaces per fuel pump at fuel pump;  1 space per 250 square feet retail;  1 space per 250 square feet restaurant</p> <p><i>A 508 square foot addition to the existing 2,084 square foot building was proposed, for a total of 2,592 square feet for the new use.</i></p> <ul style="list-style-type: none"> <li>• <i>Six (6) parking spaces are required at the three (3) fueling pumps</i></li> <li>• <i>Ten (10) parking spaces are required to serve the retail/restaurant use</i></li> </ul> <p><i>Proposed:</i></p> <ul style="list-style-type: none"> <li>• <i>Six (6) for temporary holding at the fuel pumps</i></li> </ul>

				<ul style="list-style-type: none"> <li>• <i>Eleven (11) to serve retail/restaurant (4 spaces are lower level accessed from 10<sup>th</sup> Street), including 1 ADA space</i></li> <li>• <i>Additionally, there are four (4) additional lower level parking spaces accessed from 10<sup>th</sup> Street, located inside the existing building and tandem to the four (4) exterior lower level spaces, to serve the existing uses.</i></li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.040</b>	<b>Off Street Parking and Loading Areas</b>
			<b>Commission findings</b>	<p>17.125.040 - 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><i>The proposed project consisted of 2,592 square feet on the second floor of the building, which was to be at grade when accessed from Main Street. The existing first floor of the building is 2,084 and is, and would have continued to be, accessible from 10<sup>th</sup> Street and the alley behind the building. With 4,676 square feet 2 off-street loading spaces were to be required for the site.</i></p> <p><i>The minimum permitted size of an off-street loading space is 10' x 18'; the site plan indicated one (1) off-street loading space of 10' x 30' at the northeast corner of the site and one (1) off-street loading space 10' x 45' in size at the southeast corner of the site.</i></p> <p><i>The site plan also indicated a third, alternate, loading space 10' x 30' in size in the alley adjacent to the site. Section 17.125.040 of the zoning code states, "...an alley may be used in lieu of the requirement of this section if prior permission is granted by the commission." The Commission did not find that the alley could be used as a loading area because an exhibit illustrating that a delivery truck 30' or greater could navigate into and out of the alley without impacting traffic on 10<sup>th</sup> Street was not provided. Additionally, during the hearing the applicant clarified that use of the alley as a loading space was not being requested.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.18.140, 17.12.020 and 17.08.020</b>	<b>Zoning Matrix &amp; Definitions</b>
			<b>Commission findings</b>	<p>17.18.140 - A. Purpose: The LI-1 light industrial district number 1 is established as a transition area providing limited commercial service industries, limited retail, small light manufacturing, research and development, and offices related to building, maintenance and construction and which generate little traffic from tourists and the general public. (Ord. 1135, 2015)</p> <p><i>The Commission finds that uses in the LI-1 district are intended to generate</i></p>

			<p><i>little traffic from tourists and the general public.</i></p> <p>17.12.020 – Motor Vehicle Fueling Stations are allowed in the LI-1 zone with a Conditional Use Permit.</p> <p><i>The applicant proposed a motor vehicle fueling station with three (3) fuel pumps and retail sales for the convenience of the motoring public. The applicant also proposed food service, which is allowed in the LI-1 zone with a Conditional Use Permit when the conditions described in footnote #15 of the Use Matrix are adhered to.</i></p> <p><i>The applicant proposed to remodel the existing building, consisting of 2,084 square feet, and to add an addition of 508 square feet. The applicant proposed to utilize the remodeled and expanded building for a retail store associated with the motor vehicle fueling station and for a deli service restaurant. The site plan indicated a food service area of 280 square feet.</i></p> <p><i>Footnote #15 of the Use Matrix of the zoning code limits the hours of operation of restaurants that require a conditional use permit to no later than 9:00 p.m. but gives the Commission the authority to expressly permit operation of the restaurant past 9:00 p.m. as part of the conditional use permit approval.</i></p> <p><i>The zoning code does not specify hours of operation for fuel pumps or retail sales for the convenience of the motoring public that are associated with motor vehicle fueling stations. However, the Commission had the ability to condition hours of operation in order to minimize adverse impact on other development.</i></p> <p>17.08.020 – Definitions: Motor Vehicle Fueling Station - A facility providing the retail sale and direct delivery to motor vehicles of fuel, including electric charging stations, lubricants and minor accessories, and retail sales for the convenience of the motoring public.</p> <p>Food Service - An establishment where food and drink are prepared, served and consumed on site with associated outdoor dining, or distributed to customers through take out, delivery or catering. Typical uses include, but are not limited to restaurants, cafes, delis, catering services and brewpubs that do not distribute beer produced for off-site consumption.</p> <p>Footnote #15. Catering and food preparation is permitted. Restaurants require a conditional use permit and shall not exceed 1,000 square feet and serve no later than 9:00 P.M. unless expressly permitted through approval of the conditional use permit.</p>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><b>17.132.020J &amp; 17.132.020K</b></p> <p><b><i>Dark Skies</i></b></p>
			<p><b><i>Commission findings</i></b></p> <p>J. The average foot-candle lighting for service stations is required to be no</p>



			<p>greater than 30 foot-candles, as set by the IESNA for urban service stations.</p> <p><i>As indicated in the Photometric Plan dated June 30, 2016, the average foot-candle lighting for the canopy was 28.51 foot-candles. The Photometric Plan analyzes the canopy only and does not account for any other exterior lighting proposed on the site. Exterior lighting for the site would have to be completely addressed during Design Review and would be required to comply with chapter 17.132, Dark Skies, of the zoning code.</i></p> <p>K. [Canopy lights] shall be recessed sufficiently as to ensure that no light source is visible from or causes glare on public rights of way or adjoining property.</p> <p><i>As indicated by the Lighting Fixtures exhibit, all canopy lights were CRUS-SC-LED and CRUS-AC-LED fixtures. The light source was recessed within the fixture and the fixtures themselves will be flush mounted to the underside of the canopy.</i></p>
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Conditional Use Requirements Findings				
<b>1. EVALUATION STANDARDS: 17.116.030 and § 67-6512 of Idaho Code</b>				
A conditional use permit shall be granted by the commission only if the applicant demonstrates that:				
Yes	No	N/A	Code	City Standards
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.116.030(A) CONDITIONAL USE</b>	<b>The characteristics of the conditional use will not be unreasonably incompatible with the types of uses permitted in the applicable zoning district.</b>
<b>Commission findings</b>				
<p><i>The LI-1 district allows for one of the widest varieties of uses in the zoning code use matrix; uses ranging from manufacturing to personal service to warehousing and wholesaling to automotive uses are permitted.</i></p> <p><i>The LI-1 and LI-2 districts are the only districts that permit motor vehicle fueling stations within the City of Ketchum and in both the LI-1 and LI-2 districts motor vehicle fueling stations are permitted only with a conditional use permit. The city has ten districts classified as commercial or light industrial; food service is permitted in six districts of those districts and is permitted conditionally in two districts (LI-1 and LI-2).</i></p> <p><i>The proposed uses of a motor vehicle fueling station with associated food service are generally compatible with the types of uses permitted in the LI-1 district. However, Ketchum zoning code section 17.18.140 defines the purpose of the Light Industrial District Number 1 as: "A. Purpose: The LI-1 light industrial district number 1 is established as a transition area providing limited commercial service industries, limited retail, small light manufacturing, research and development, and offices related to building, maintenance and construction and which generate little traffic from tourists and the general public. (Ord. 1135, 2015)"</i></p> <p><i>The Retail S Analysis, dated January 2016 and conducted by Gmap USA and provided by the applicant states, "The population is around 3,200 people within 2.0 miles and the median age is about 47 years old. The population is somewhat lighter than ideal for this type of site location and the median age is a little high for ideal C-store customer base population. However the focus for this site is the winter and especially the summer tourists that pass through the town."</i></p>				

*With respect to business projections, the Retail S Analysis states, “One of the keys for this site is to provide a good operation with a good offering that will bring in the commuter that passes by the intersection on a consistent basis...The focus on the merchandising should be having a quality offering that entices the commuter/tourist traffic that passes by the site on a regular basis. The site should have a large fountain and coffee offering to entice the commuters to use the site as their refreshment spot....Overall the site is on a good corner is[sic] the area and has good potential. The traffic passing by the site is strong and along with the residential backup the location should do well.”*

*Although there is a conflict between the purpose for the LI-1 district as stated in the zoning code, to “generate little traffic from tourists and the general public,” the Commission finds the proposed uses are generally compatible with the types of uses permitted in the LI-1 zone.*

*Therefore, the Commission finds this standard has been met.*

Yes	No	N/A	Code	City Standards
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.116.030(B)	<b>The conditional use will not materially endanger the health, safety and welfare of the community.</b>

**Commission findings**

*After review and analysis of the revised site plan and the new vehicle circulation exhibits prepared for the December 12, 2016, meeting, concerns still existed regarding on-site circulation and potential negative externalities that may materially endanger the health, safety and welfare of the community. Additionally, the revised site plan and circulation exhibits did not diminish hazards to pedestrians on and off site due to the number of back-up maneuvers vehicles would be required to make in order to enter, exit, and circulate the site. Concerns related to the external impact of on-site circulation and hazards and conflict to traffic in the neighborhood are evaluated in detail in the next section for criteria 17.116.030(C); evaluation of the conditional use as it pertains to the health, safety, and welfare of the community as discussed in this section is limited to non-traffic concerns.*

*In regards to health, safety and welfare concerns of the underground fuel storage tanks associated with the use, as noted by the Fire Department in the City Department Conclusions table contained in this Findings of Fact, underground fueling tanks and fueling stations must be constructed to meet applicable Fire Code. Additionally, state and federal environmental standards for the construction of fuel storage tanks and operation of fuel pumps must be met. The applicant provided a copy of the Idaho Department of Environmental Quality’s “Rules Regulating Underground Storage Tank Systems”, IDAPA 58.01.07.*

*The applicant also submitted an exhibit from J.M. Plenik, P.E., dated September 11, 2007, regarding the Xerxes Corporation underground fuel storage tanks proposed for the site. The exhibit stated that seismic activity occurring at a distance away from the tanks could be withstood but that seismic activity occurring at or very near the tanks would rupture the tanks. The applicant also submitted a brochure for the proposed Xerxes underground tanks, which noted safety features.*

*The applicant addressed concerns regarding gas spillage from fuel pumps onto snow or ice and drainage into the on-site oil/water separator at the July 11, 2016 meeting and no further information was requested.*

*Additionally, as described in Attachment J, Table 7: Required Public and Private Improvements and Attachment K, Table 8: Recommended Additional Public Improvements to the December 12, 2016 staff report, the majority of pedestrian and vehicular safety and welfare concerns could be addressed by the sidewalks, crosswalks, rapid*

*flashing beacon, turning lane, and reduced curb cut width proposed by the applicant.*

*Therefore, the Commission finds this standard has been met.*

Yes	No	N/A	Code	City Standards
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.116.030(C)	<b>The conditional use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood.</b>

**Commission findings**

*The findings in this section pertain to the vehicle circulation exhibits prepared by Benchmark Associates, dated November 23, 2016, which were submitted for and attached to the staff report for the December 12, 2016 meeting. Prior analysis of previously submitted circulation exhibits contained in the previous staff reports remains valid, where applicable.*

*The “Findings Pertaining to Revised Site Plan Dated November 23, 2016” table contained in this Findings of Fact describes revisions to the proposed site plan as submitted for the December 12, 2016 meeting. The revisions to the site plan with the greatest impact include the shift of the fuel pumps approximately 6’-6” to the west (into the interior of the site), the removal of one fuel pump, and the reduction of 4’ in width of the building proposed to house the retail and food service uses. These three revisions opened up additional space at the ingress and egress to the site and in the circulation loop.*

*Seventeen (17) new circulation exhibits that model circulation within, into, and out of the site and reflect the revised site plan were also submitted for the December 12, 2016 meeting. Although the revisions to the site plan open up additional space for on-site circulation, due to the size of the site with respect to the volume of traffic anticipated and the size of vehicles that will patronize or deliver stock to the proposed business, concerns regarding the external impacts of on-site traffic to vehicular and pedestrian traffic in the right-of-way and on-site remain.*

*The greatest concerns related to the impact of on-site circulation to vehicular and/or pedestrian traffic in the right-of-way are related to the inability of the site, due to the parcel size and configuration of the site, to accommodate one or more vehicles greater than 19’ in length in real world conditions. Exhibits #3, #6, #9a, and #9b illustrate that when only passenger vehicles measuring a maximum of 19’ in length are on site these vehicles can enter the site, maneuver into all of the six (6) fueling positions, maneuver the circulation loop, and exit the site with little to no encumbrance. However, exhibits #10, #11, #12, #13, and #14 illustrate that the introduction of one or more oversize vehicle circulating the site creates on-site congestion that may result in negative external impacts to vehicular and/or pedestrian traffic in the right-of-way.*

*Specific examples of pinch points, constrained and obstructed on-site circulation are described in depth in the analysis of new exhibits contained in Table #4. Generally, these concerns relate to:*

- 1. The site cannot adequately accommodate oversize vehicles patronizing the site** – *In addition to the commercial delivery and fuel trucks that will deliver fuel and product to the proposed use, customers of the proposed uses driving oversize vehicles will also patronize this site. While there are two designated loading spaces on site to accommodate fuel and product delivery trucks, there are no designated queuing or parking areas that can accommodate patrons in oversize vehicles. Oversize vehicles, such as passenger vehicles towing campers, or passenger vehicles towing landscaping or construction trailers, are forced to queue in locations that constrain traffic flow.*

*As described in Table 4 of the December 12, 2016 staff report, this condition is illustrated in Exhibit #10,*

wherein the queuing passenger vehicle towing the camper and the passenger vehicle in position at the fuel pump create a pinch point at the entrance to the site. The narrow clearance through this pinch point provides only inches of clearance for vehicles in the right-of-way to enter the site through this pinch point, and the site is not large enough to provide an alternate, designated area for such a vehicle to queue or park without constraining circulation elsewhere when real world conditions exist. For instance, if the passenger vehicle towing the camper in this exhibit were to queue further west alongside the circulation loop and a vehicle were to be positioned at the eastern or western side of Pump #1, as shown in Exhibits #1, #2, or #3, the circulation loop would be completely obstructed. If an oversize vehicle were to park in a parking space designed for a standard passenger vehicle the oversize vehicle would encroach into other circulation areas, and if an oversize vehicle were to park in a loading space designated for a commercial delivery vehicle the commercial loading spaces would not be available for commercial fuel or product deliveries.

The conflict between the size of the site and its ability to accommodate oversize vehicles is also illustrated in Exhibits #1, #2, #4, #5, which model that even in optimal conditions when no real world traffic exists on site, the fueling positions that box trucks and passenger vehicles towing campers can maneuver to are limited by the size and dimensions of the site with respect to the size of the vehicles. While the fueling scenarios that work and do not work can be digitally modeled, real world drivers of oversize vehicles will be faced with the challenge of determining which fuel pumps are accessible through trial and error, potentially causing on-site congestion that will back up into the right-of-way. The behavior observed by L2 for the Hailey Chevron was that fueling vehicles were on site for an average of 5 minutes and 51 seconds and that patrons fueling and visiting the retail store were on site for an average of 9 minutes and 37 seconds; it would take only one oversize vehicle queuing and one passenger vehicle parked non-optimally to cause a pinch point at the entrance to the site.

During the peak hour traffic conditions, when up to 45 vehicles<sup>1</sup> patronizing the site may be expected, a new vehicle may enter the site every 1 minute and 20 seconds, on average. A pinch point limiting ingress to the site for 5 to 9 minute could potentially cause a back-up of 5 to 8 vehicles in the right-of-way.

<sup>1</sup>The May 2016 traffic study submitted by Hales Engineering cited 110 p.m. peak hour trips, based on the Institute of Transportation Engineers (ITE) Trip Generation (9<sup>th</sup> Edition, 2010) and variables regarding the proposed use. The October 2016 traffic study submitted by Hales Engineering cited 90 p.m. peak hour trips, based on observations at the Hailey Chevron in September 2016. Ninety (90) peak trips equates to 45 vehicles entering and 45 vehicles exiting the site. Both the May 2016 and October 2016 traffic studies were based on 8 vehicle fueling positions and a gasoline service station with associated retail. Since one fuel pump has been removed from the proposal but the square footage of the retail component remains approximately the same, and trip generation can also be calculated using hours the size of the retail store rather than the number of fuel pumps as the variable, the Commission finds that up to 45 vehicles may be expected to patronize the site during the p.m. peak hour.

- 2. It has not been proved that the site, or the adjacent alley, can accommodate delivery trucks greater than 45' in length and conditioning approval of the proposal dependent on prohibiting vehicles greater than 45' in length is infeasible** – Exhibit #13 illustrates a 35' length fuel delivery truck and Exhibit #14 illustrates a 45' length intermediate semi-trailer delivery truck. No exhibits have been submitted to model trucks in excess of 45', therefore, it has not been proved that trucks in excess of 45' can circulate the site without causing congestion that would impact traffic in the right-of-way, or that delivery trucks of any size can circulate into and out of the alley without causing congestion in the

right-of-way. However, many delivery trucks, including the fuel trucks in the fleet of proposed fuel delivery company Kellerstrass Oil, exceed 45' in length.

- 3. The success of on-site circulation depends on deliveries of products and fuel being made between 2 a.m. – 4 a.m. or during other “non-peak” times that have not been identified and conditioning approval of the proposal dependent on such delivery times is infeasible – Exhibits #13 contains a note stating that, “Fuel deliveries will take place during non-peak hours with significantly less traffic than shown. A majority of deliveries will take place from 2 AM – 4 AM.”**

Concerns raised by the circulation constraints that exist when fuel and delivery trucks are on-site are described in depth in Table 4 of the December 12, 2016 staff report. As with conditioning the sizes of vehicles permitted to deliver to the site, it is inadequate to hinge public health, safety, and welfare on conditioning the times that deliveries can be made because it is infeasible to monitor and enforce such a condition in perpetuity.

Therefore, the Commission finds that it has not been proved that vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood and that this standard has not been met.

Yes	No	N/A	Code	City Standards
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.116.030(D)	The conditional use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area or conditions can be established to mitigate adverse impacts.

**Commission findings**

Due to the proposed pedestrian and vehicular public improvements, and review of the proposed use and the site, the conditional uses can be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area.

Therefore, the Commission finds that this standard has been met.

Yes	No	N/A	N/A	Code
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.116.030(E)	The conditional use is not in conflict with the policies of the Comprehensive Plan or the basic purposes of this Section.

**Commission findings**

The Comprehensive Plan designates the property for mixed-industrial use. Primary uses specified include light manufacturing, wholesale, services, automotive, workshops, studios, research, storage, construction supply, distribution and offices make up the bulk of development within this district. Secondary uses specified include a limited range of residential housing types and supporting retail. Uses should generate little traffic from tourists and the general public.

Due to the location of the specific site, the use proposed will generate additional traffic from both the public and visiting tourists. This is a conflict between the Comprehensive Plan and the zoning code, which conditionally allows for the motor vehicle fueling station and food service uses in the LI-1 and LI-2 zones.

However, the proposed use generally does not conflict with the policies of the Comprehensive Plan and the basic purposes of this section.

Therefore, the Commission finds this standard has been met.

## CONCLUSIONS OF LAW

1. The City of Ketchum is a municipal corporation organized under Article XII of the Idaho Constitution and the laws of the State of Idaho, Title 50, Idaho Code.
2. Under Chapter 65, Title 67 of the Idaho Code, the City has passed a land use and zoning ordinance, Title 17.
3. The City Council has authority to hear the applicant's Conditional Use Permit application pursuant to Idaho Code Section 67-6512 of the Local Land Use Planning Act and Chapter 17.116 of Ketchum Municipal Code Title 17.
4. The Planning and Zoning Commission's December 12, 2016 public hearing and consideration of the applicant's Conditional Use Permit application was properly noticed pursuant to the Local Land Use Planning Act, Idaho Code Section 67-6512.
5. The Commission evaluated the application using the Conditional Use Permit criteria contained in section 17.116.030, subsections A-E, of the Ketchum Municipal Code, finding the following:
  - a. 17.116.030(A), "The characteristics of the conditional use will not be unreasonably incompatible with the types of uses permitted in the applicable zoning district."

The Commission finds this standard **has** been met.

- b. 17.116.030(B), "The conditional use will not materially endanger the health, safety and welfare of the community."

The Commission finds this standard, aside from concerns related to the impact of traffic congestion on pedestrian and vehicle safety described in the following section 17.116.030(C), **has** been met.

- c. 17.116.030(C), "The conditional use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood."

The Commission finds that this standard **has not** been met for the following reasons:

- Potential for on-site traffic or congestion to cause problems with southbound traffic backing up on Highway-75;
- Potential for northbound traffic on Highway-75 to back up because of the activity going on at the site overflowing into the right-of-way;
- Pedestrian safety crossing Highway-75 and circulating/walking around the site because of the number of vehicle backing-up maneuvers required on the site;
- Fuel delivery creating additional congestion onto the site that will cause traffic to back-up on Highway-75 and conditions to limit the time periods when fuel delivery could occur is not enforceable; and

- When southbound Highway-75 has a queue due to the proposed uses, vehicles on 10<sup>th</sup> Street will not be able to make a southbound exit from 10<sup>th</sup> Street, causing 10<sup>th</sup> Street traffic to become a bigger problem than already exists.
- d. 17.116.030(D), “The conditional use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area or conditions can be established to mitigate adverse impacts.”

The Commission finds this standard **has** been met.

- e. 17.116.030(E), “The conditional use is not in conflict with the policies of the Comprehensive Plan or the basic purposes of this Section.

The Commission finds this standard **has** been met.

6. Because Criteria 17.116.030(C) has not been met, the application **does not** meet the standards of approval under Chapter 17.116 of Ketchum Zoning Code Title 17.

## DECISION

**THEREFORE**, The Ketchum Planning and Zoning Commission **denies** this Conditional Use Permit (CUP) this 12<sup>th</sup> day of December, 2016.

Findings of Fact **adopted** this 13<sup>th</sup> day of February, 2017.

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Jeff Lamoureux, Chair  
Planning and Zoning Commission



# Planning and Zoning

## Regular Meeting

~ Minutes ~

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

Keshia Owens  
(208) 726-7801

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Monday, January 9, 2017

5:30 PM

Ketchum City Hall

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Commissioners Present: Jeff Lamoureux, Chairperson  
Erin Smith, Vice-Chairperson  
Matthew Mead, Commissioner  
Betsey Mizell, Commissioner

Commissioners Absent: Steve Cook, Commissioner

Staff Present: Micah Austin, Director of Planning & Building  
Brittany Skelton, Senior Planner  
Carl Anderson, Associate Planner  
Keshia Owens, Planning Technician

Members of the Public

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

Commissioner Lamoureux called the meeting order at 5:32 PM.

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

No comments.

**3. ELECTION OF OFFICERS**

**a. Election of Chair**

**COMMENTS:**

Austin said that every year the Commission must elect officers amongst the board members and explained that the office of chair and vice-chair need to be filled.

Commissioner Smith nominated Commissioner Lamoureux as chairman and Commissioner Mizell seconded.

Commissioner Lamoureux nominated Commissioner Smith as vice chair and Commissioner Mead seconded.

**b. Election of Vice-Chair**

Commissioner Smith made a motion for Jeff Lamoureux to act as the chairman of the Planning and Zoning Commission for the year 2017 with Erin Smith as the vice-chair. Commissioner Mizell seconded.



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

#### 4. CONSENT CALENDAR

- a. 151 South Main Street/Limelight Hotel (Ketchum AM Lot 1A Block 20) Final Plat

**COMMENTS:**

Page 2

16.04.060.C- Commission's Comments:

Change "Commission forwarded plat to City Council..." to reflect that the preliminary plat has been forwarded to Council.

Clarify the Finding's explanation of garage locations on the preliminary and final plat.

**Directives:**

Commissioner Smith requested that Findings of Fact be written more in the past because we are talking about something that happened in the past.

Commissioner Mizell made a motion to approve 151 South Main Street/Limelight Hotel (Ketchum AM Lot 1A Block 20) Final Plat Findings, as amended.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Erin Smith, Commissioner
<b>SECONDER:</b>	Betsy Mizell, Commissioner
<b>AYES:</b>	Jeff Lamoureux, Erin Smith, Betsy Mizell
<b>RECUSED:</b>	Matthew Mead, Commissioner
<b>ABSENT:</b>	Steve Cook, Commissioner

- b. Bracken Station Conditional Use Permit:

**COMMENTS:**

Commissioner Mead recused himself.

Pg. 2, 2b

The Commission only deliberated twice (July 25 and December 12) and every other meeting was public comment and the applicant.

Pg. 2, section 3

Remove trellis patio

Pg. 3, #4 in the box

Fueling canopy has numbers reversed

Pg. 7, example 2

Change language to reflect that the Commission found that this scenario would happen

Pg. 14, number 2

Remove the intent

Pg. 15, 2c

West side of pump number one should be closed in order for the semi-truck to circulate

Pg. 16

Correct tenses

Pg. 19 under parking spaces

Existing uses would go away if the station was moving forward

Pg. 20, second to last paragraph

Should reflect the patio being removed

Pg. 23, health and safety condition

Should be moved into next section because it dealt with pedestrian safety

Bottom of pg. 23 and top of pg. 24

Add that the Commission was also concerned with onsite risks to pedestrians

Pg. 24, middle paragraph of number one, five lines down

Reword sentence

Pg. 25, number two, fourth line down

Remove "no exhibits have been submitted to model trucks in excess of 45 feet therefore tucks in excess of 45' can circulate"

**Directives:**

Add a note in the findings that says staff prepared the following analysis and the Commission did not vote on each one of these exhibits

Include the Commission found based on the information provided it did not meet these criteria in the findings section

Include onsite pedestrian safety into the conclusion at the bottom

Commissioner Lamoureux said that the basis for findings should be stated further down in the final document.

Commissioner Smith motioned to continue the Bracken Station conditional use permit Findings of Fact to the next meeting of February 13, 2017. Commissioner Mizell seconded.

<b>RESULT:</b>	<b>CONTINUED</b>
<b>MOVER:</b>	Erin Smith, Commissioner
<b>SECONDER:</b>	Betsy Mizell, Commissioner
<b>AYES:</b>	Jeff Lamoureux, Erin Smith, Betsy Mizell
<b>RECUSED:</b>	Matthew Mead, Commissioner
<b>ABSENT:</b>	Steve Cook, Commissioner

c. 8th and Washington Conditional Use Permit:

**COMMENTS:**

Commissioner Mattie recused himself from both the 8th and Washington conditional use permit and design review findings.

The conditional use permit and design review were paired into one approval.

Pg 6 of 11

17.96. 060.F4

Change shrugs to shrubs

Change findings to reflect that much of the landscaping and drought tolerant native plantings will be removed

Pg 7 of 11

17.096. 060.G5

spell out Washington Avenue

Commissioner Smith motioned to approve the 8th and Washington Conditional Use Permit Findings of Fact and the 8th and Washington Design Review Findings of Fact. Commissioner Mizell seconded.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Erin Smith, Commissioner
<b>SECONDER:</b>	Betsy Mizell, Commissioner
<b>AYES:</b>	Jeff Lamoureux, Erin Smith, Betsy Mizell
<b>RECUSED:</b>	Matthew Mead, Commissioner
<b>ABSENT:</b>	Steve Cook, Commissioner

d. 8th and Washington Design Review:

e. December 12, 2016

**COMMENTS:**

Change time to 5:40 PM

Commissioner Mead was present

Erin Clark of Lason, Laske, Clark, Pogue

Add voting box

Pg. 2, section c:

four to three pumps

Motion language and rationale for Bracken Station don't match exactly. The findings reflect exactly what was said so should the minutes.

Commissioner Smith made a motion to approve the minutes from December 12, 2016 as amended. Commissioner Mizell seconded.

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

**5. FUTURE PROJECTS AND NOTICING REQUIREMENTS**

Skelton said that staff anticipates a mountain overlay design review application at the February 13, 2017 meeting. She also said that staff is noticing a public hearing for minor amendments to the design review and floodplain chapters.

**6. STAFF REPORTS & CITY COUNCIL MEETING UPDATE**

**a. Discussion of meeting dates for 2017**

Austin mentioned the new meeting schedule, reducing the number of items coming to the board, code changes to ADU, Floodplain, and commercial projects under 1,200 square feet to allow for administrative approval, and a pay increase from \$150 to \$200 with a budget for special meetings.

**7. Commission reports and ex parte discussion disclosure**

**8. ADJOURNMENT**

Commissioner Mizell motioned to adjourn and Commissioner Mead seconded.

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Steve Cook  
Planning and Zoning Commission Chairperson