

**NOTICE OF A SPECIAL  
MEETING OF THE KETCHUM CITY COUNCIL  
FEBRUARY 26, 2014**

A SPECIAL MEETING OF THE CITY COUNCIL OF SAID CITY SHALL BE HELD ON WEDNESDAY, FEBRUARY 26, 2014 AT 5:30 P.M. TO BE HELD AT KETCHUM CITY HALL, 480 EAST AVENUE NORTH, KETCHUM, IDAHO TO CONSIDER THE FOLLOWING:

1. Public Hearing regarding Resolution 14-006: Adopting the 2014 Ketchum Comprehensive Plan - Joyce Allgaier, Planning Manager.

DATED THIS 20<sup>th</sup> DAY OF FEBRUARY 2014.

**Any person needing special accommodations to participate in the above noticed meeting should contact the City Clerk's Office prior to the meeting at 726-3841.**

# City of Ketchum, Idaho

P.O. Box 2315 Ketchum, ID 83340 (208) 726-3841 Fax: (208) 726-8234



February 7, 2014

Mayor Jonas and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Jonas and City Councilors:

## **Public Hearing, Resolution No. 14-006 Regarding the Adoption of the 2014 Ketchum Comprehensive Plan**

### Introduction/History

The rewrite of the Ketchum Comprehensive Plan has been underway since late 2012 with a great deal of citizen engagement, Planning and Zoning Commission work sessions, and drafting of the new plan. The Planning and Zoning Commission conducted two (2) public hearings and after making amendments to the Plan, have forwarded, by unanimous vote, a recommendation to the City Council to adopt the 2014 Ketchum Comprehensive Plan. Two (2) joint work sessions of the Council and Commission were conducted in December, 2013 as a means to communicate the major themes, policies and goals of the plan. These work sessions served as a successful means for the City Council to gain a better understanding of the Plan prior to conducting its own public hearing.

### Current Report

See the following report.

### Financial Requirement/Impact

None at this time.

### Recommendation

This hearing is an opportunity for the public to provide comment to the City Council. The Council may make amendments to the plan and make a motion to adopt the Plan "as amended", or if substantive amendments are made may have staff make those amendments in a new draft and conduct an additional public hearing.

At this time, (on February 18<sup>th</sup>) the Council should open the public hearing and take any comments from the public from those people in attendance. Due to the significant number of agenda items on the Feb. 18<sup>th</sup> agenda, the City Council has planned to conduct a special meeting and continue the public hearing to February 26<sup>th</sup> at 5:30 p.m. in the Council Chambers.

### Recommended Motion:

"I move to continue the public hearing regarding the Draft 2014 Ketchum Comprehensive Plan to February 26, 2014, at 5:30 p.m.

At the appropriate time to adopt the Plan: "I move to approve Resolution No. 14-006, adopting the 2014 Ketchum Comprehensive Plan, dated February 18, 2014, as amended."

Sincerely,

Joyce Allgaier  
Planning Manager

## MEMORANDUM

**TO: MAYOR JONAS AND CITY COUNCIL MEMBERS**

**FROM: JOYCE ALLGAIER, PLANNING MANAGER**

**DATE: FEBRUARY 7, 2014**

**RE: PUBLIC HEARING ON THE DRAFT 2014 KETCHUM COMPREHENSIVE PLAN,  
RESOLUTION NO. 14-006**

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### **BACKGROUND:**

This public hearing constitutes a major step in the formal adoption process of the Draft 2014 Ketchum Comprehensive Plan (the Plan), dated February 18, 2014. At their meeting of January 13, 2014, the Planning and Zoning Commission unanimously recommended that the City Council adopt this plan. The Commission conducted two (2) public hearings in addition to numerous work sessions that were open to the public. This report serves as the official transmittal of the Commission's recommendation to adopt the Plan.

The City Council is responsible for the adoption of the Plan. The purpose of this hearing by the City Council is to take comments from the public, evaluate comments and suggestions, provide any additional ideas or changes generated by the City Council, and determine if any changes to the Plan should be made. The City Council would make these recommendations and can either make explicit amendments and adopt the plan, or request staff to draft changes and return to the Council at another public hearing.

A copy of the Plan (**Exhibit 1**) was provided to the City Council during the week of February 3, 2014. A paper copy of the Plan was made available for public review on January 30, 2014 and an electronic copy was made available for public viewing on the City of Ketchum's official website<sup>1</sup>. The website was referenced in the legal notice for the hearing as well.

At the public hearing, Staff will make a brief presentation on the components and basic tenants of the proposed Plan.

### **ADOPTION PROCESS:**

The Planning and Zoning Commission, prior to recommending the Plan to the City Council, shall conduct at least one (1) public hearing in which interested persons shall have an opportunity to

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<sup>1</sup> <http://www.ketchumidaho.org/DocumentCenter/View1298>

be heard. Following the Commission hearing, if the Commission recommends a material change to the Plan which was considered at the hearing, it shall give notice of its proposed recommendation and conduct another public hearing concerning the matter if the City Council will not conduct a subsequent public hearing concerning the proposed amendment. If the City Council will conduct a subsequent public hearing, notice of the Commission's recommendation shall be included in the notice of public hearing provided by the City Council. (The City Council has always indicated its intent to conduct a public hearing(s) on the Plan.)

The City Council may conduct at least one (1) public hearing, in addition to the public hearing(s) conducted by the Commission, using the same notice and hearing procedures as the Commission. The City Council shall not hold a public hearing, give notice of a proposed hearing, nor take action upon the Plan until recommendations have been received from the Commission. Following consideration by the City Council, if it makes a material change(s) to what was recommended by the Commission concerning the Plan, further notice and hearing shall be provided before the Council adopts the Plan. The Plan becomes effective after being adopted by a resolution by the Council.

**LEGAL NOTICE:**

Pursuant to Idaho Statute, a legal notice is required to be published in the newspaper of general circulation within the jurisdiction fifteen (15) days prior to the public hearing of the City Council. Such notice (**Exhibit 2**) was published in the Idaho Mountain Express on January 29, 2014 (19 days prior to the hearing, excluding publication and hearing date).

Notice of public hearing on the Plan was also sent to all political subdivisions providing services within the planning jurisdiction, including the school district, fifteen (15) days prior to the hearing.

Information about the hearing was also sent to the following local radio stations: KECH, KSKI, and KDPI.

**PROCESS, COMMUNITY OUTREACH AND ENGAGEMENT:**

Key themes, issues, and ideas of the plan were identified through the hard work and engagement of the public. Many community outreach events were conducted over the course of the last year and a half and the Planning & Zoning Commission conducted numerous work sessions in drafting the Plan. A Community Advisory Group was convened as a sounding board for the process and input. A summary of the citizen outreach events and meetings, forums, and Commission work sessions, along with other opportunities for the citizen engagement in the process is attached (**Exhibit 3**). Staff estimates that well over 750 people were part of the process to develop the Plan. Some key steps in the process are below.

- Community “kick-off” Forum held in October 2011 had 220 people participating in key pad polling
- 16 Focus group sessions involving 110 people focused on 8 key themes in January 2012 to clarify previous results and identify more concise strategies out of the “big picture” ideas
- Outreach surveys to groups and individuals on key themes and issues reached 220 people (This included both locals and a special target toward visitors and second home owners.)
- Four editions of “Planning Our Common Future” E-newsletters were sent to 320 addresses
- “Community Check-In” in November 2012 involved 75 people and key pad polling to confirm key Plan directions
- Community Advisory Group held 3 meetings and served as sounding board and broad representation
- Consultants and staff guided by P&Z drafted first “P&Z” draft, then 8 work sessions for editing to create “Public Draft”
- Community Outreach during the summer and fall of 2013 included “coffee klaches” at various coffee shops, small group meetings, 2 community-wide Plan presentations, and a special event at the site of Play Hard Give Back
- P&Z revises “Public Draft” to create “Public Hearing Draft” taking into consideration public input since July
- Conduct public hearings before Planning and Zoning Commission and City Council
- Two joint work sessions between the Commission and City Council

**SUMMARY OF PLAN:**

The draft 2013 Ketchum Comprehensive Plan provides background information, a vision statement, and core community values, and includes goals, policies and actions that help guide the future growth and development of the City of Ketchum. The Plan implements the Idaho Statutory requirements for comprehensive planning put forth in Chapter 67-6508 and 67-6502.

The Draft Plan includes thirteen (13) chapters and appendices entitled as follows:

- Chapter 1 Community Vision and Core Values
- Chapter 2 A Strong and Diverse Economy
- Chapter 3 Housing
- Chapter 4 Community Design and Neighborhoods
- Chapter 5 Natural Resource Stewardship
- Chapter 6 Parks, Recreation, and Open Space
- Chapter 7 Mobility
- Chapter 8 Arts and Culture
- Chapter 9 Public Safety and Utilities

Chapter 10	Community Health and Wellness
Chapter 11	High Performing Community
Chapter 12	Future Land Use
Chapter 13	Plan Implementation and Monitoring
Appendix A	Community Profile
Appendix B	Compliance with State of Idaho Requirements
Appendix C	Glossary of Terms

As noted earlier, at the public hearing Staff will make a presentation on the components and basic tenants of the proposed Plan.

Under Idaho Statutes, a comprehensive plan is considered to be a document or series of documents that serves as a guide for making land use changes, preparation of a capitol improvement programs, and the rate, timing, and location of future growth. The plan is based upon establishing long-term goals, objectives, and conditions to guide the future growth within a city. Under the Local Land Use Planning Act, the purpose of planning is to “promote the health, safety and general welfare of the state of Idaho”. Further, it is the duty of every city and county to “conduct a comprehensive planning process designed to prepare, implement, and review and update a comprehensive plan”. A comprehensive plan is not a legally controlling zoning law, but serves as a guide to local government agencies charged with making zoning decisions. Based on Idaho Supreme Court case law, zoning decisions do not have to strictly conform to the land use designations of the comprehensive plan, however, local decision makers cannot ignore the comprehensive plan when adopting or amending zoning ordinances.

**ACTION BY THE CITY COUNCIL:**

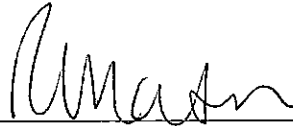
At the appropriate time, the Council will move to approve a resolution to adopt the 2014 Ketchum Comprehensive Plan. A motion would be as follows:

“I move to approve Resolution Number 14-006, adopting the 2014 Ketchum Comprehensive Plan, dated February 18, 2014, as amended (with specific amendments enumerated).”

## CERTIFICATION OF MAILING AND PUBLICATION

I, Rachel Martin, Planning Technician for the City of Ketchum, Idaho Planning Department, hereby certify that the notice for City Council public hearing for the 2014 Comprehensive plan was mailed to the agency comment list on Wednesday, January 22, 2014. See Attached Mailing List. The Notice was also published in the Idaho Mountain Express on Wednesday, January 29, 2014, in the legal section.

CERTIFIED this Wednesday, January 29, 2014

A handwritten signature in cursive script, appearing to read 'Rachel Martin', is written over a horizontal line.

Rachel Martin  
Office Assistant



**NOTICE OF PUBLIC HEARING BEFORE THE  
KETCHUM CITY COUNCIL ON THE ADOPTION OF  
THE 2014 KETCHUM COMPREHENSIVE PLAN**

NOTICE IS HEREBY GIVEN that on **Tuesday, February 18, 2014**, at 5:30 p.m., at Ketchum City Hall, 480 East Avenue North, Ketchum, Idaho, the Ketchum City Council will hold a public hearing to discuss the proposed 2014 Ketchum Comprehensive Plan (The Plan). The Plan was recommended for adoption by the Ketchum Planning and Zoning Commission on January 12, 2014, following two public hearings.

The Ketchum Comprehensive Plan provides background information, a vision statement, and core community values, and includes goals, policies and actions that help guide the future growth and development of the City of Ketchum.

The Draft Plan includes thirteen (13) chapters and appendices entitled as follows:

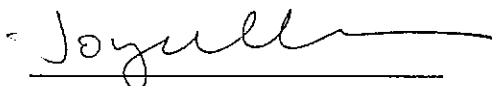
- Chapter 1      Community Vision and Core Values
- Chapter 2      A Strong and Diverse Economy
- Chapter 3      Housing
- Chapter 4      Community Design and Neighborhoods
- Chapter 5      Natural Resource Stewardship
- Chapter 6      Parks, Recreation, and Open Space
- Chapter 7      Mobility
- Chapter 8      Arts and Culture
- Chapter 9      Public Safety and Utilities
- Chapter 10     Community Health and Wellness
- Chapter 11     High Performing Community
- Chapter 12     Future Land Use
- Chapter 13     Plan Implementation and Monitoring
- Appendix A    Community Profile
- Appendix B    Compliance with State of Idaho Requirements
- Appendix C    Glossary of Terms

The proposed Draft Plan is available for review on the City's website at <http://www.ketchumidaho.org/DocumentCenter/View1298>, at the Ketchum Community and Economic Development Office (City Hall), and at The Community Library.

Comments and questions prior to the hearing should be directed to the Ketchum Planning Division by calling 208.726.7801, or emailing [jallgaier@ketchumidaho.org](mailto:jallgaier@ketchumidaho.org) or [pzcomments@ketchumidaho.org](mailto:pzcomments@ketchumidaho.org). Written comments received prior to the hearing will be made part of the public record at the hearing. All interested persons may appear and shall be given an opportunity to comment on the matter stated above.

BY ORDER OF THE KETCHUM PLANNING AND ZONING COMMISSION.

DATED this 21<sup>th</sup> day of January, 2014

  
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Joyce Allgaier  
Planning Manager

Publish:      January 29, 2014  
                    Idaho Mountain Express

Name	Name	Address	Address
Bill Baker	Bureau of Land Management	400 West F Street	Shoshone, ID 83352
Maureen Meagher	Natural Resource Conservation Service	Box 398	Shoshone, ID 83352
Laurie (Carey office)	Natural Resource Conservation Service	Box 246	Carey, ID 83320
Kurt Nelson	US Forest Service	Box 2356	Ketchum, ID 83340
Deb Deslaurier	Sawtooth National Recreation Area	Star Rte.	Ketchum, ID 83340
Devin Rigby	Idaho Transportation Department	216 South Date Street	Shoshone, ID 83352-0820
Rob Brochu	US Army Corp of Engineers	900 North Skyline Dr., Ste. A	Idaho Falls, ID 83402
John Olsen	US-Environmental Protection Agency (Boise Office)	1435 N. Orchard	Boise, ID 83706
Don Larson	Federal Aviation Admin. (NW Mtn. Region)	1601 Lind Ave SW	Renton, WA 98055-4056
Bob Erickson	So Central District Health	117 Ash St.	Bellevue, ID 83313
Kelly Wright	Idaho Division of Environmental Quality	1363 Fillmore St.	Twin Falls, ID 83301
Mike McDonald	Idaho Department of Fish and Game	324 South 417 East, Suite 1	Jerome, ID 83338
Rita Dixon	Idaho Conservation Data Center (ICDC)		Boise ID 83707
Devin Rigby	Idaho Transportation Department	216 South Date Street	Shoshone, ID 83352-0820
Mandy Wilson	Id Transportation Dept - Aeronautics Division	Box 7129	Boise, ID 83707-1129
Timothy C. Duffner or Scott Vanoff	Idaho Department of Lands	319 S 417 E, Hwy 93 Business	Jerome, ID 83338
Aileen Merritt or Gary Funderburg	Idaho Department of Water Resources	1341 Fillmore Suite 200	Twin Falls, ID 83301
Kevin Lakey	Water District 37	107 W. 1 <sup>st</sup>	Shoshone, ID 83352
Mike Harris	Wood River Irrigation District #45	98 Friedman Lane	Bellevue, ID 83313
Terry Schultz	Southern Idaho Regional Solid Waste District	Box 159	Burley, ID 83318
	Blaine County Sheriff	210 1st Ave. S.	Hailey, ID 83333
Jim Koonce	Blaine County Engineer	Box 425	Ketchum, ID 83340
Jim Thomas	Blaine Co. Prosecutor's Office	201 2nd Ave S, Ste 100,	Hailey, ID 83333
John Cenarrusa	Blaine County Weed Control	County Shop	Carey, ID 83320

City of Ketchum Reporter	Times News	Box 1961	Hailey, ID 83333
	Idaho Mountain Express	Box 1013	Ketchum, ID 83340
	KECH/KSKI/KYZK	Box 2750	Hailey, ID 83333
	Sun Valley Online	Box 3423	Ketchum, ID 83340

## **Comprehensive Plan Events and Community Outreach**

March 9, 2011	Common Ground Community Workshop – Hemmingway Elementary School
April 2011	Community Workshop – Wood River Economic Partnership (with Doug Brown)
April 2011	Community Workshop – Sun Valley Board of Realtors
April 22, 2011	Community Workshop – Sun Valley Ski Education Foundation
April 29, 2011	Community Workshop – American Institute of Architects
May 4, 2011	Community Workshop – Blaine Senior Connection: Blaine Senior Center
May 26, 2011	Community Workshop – Building Contractors Association of Wood River
June 14, 2011	Community Workshop – Warm Springs Neighborhood
June 21, 2011	Community Workshop – West Ketchum Neighborhood
June 28, 2011	Community Workshop – Downtown and Other Neighborhoods
June 28, 2011	Community Workshop – Ketchum Rotary Club
October 26, 2011	Community Kick Off – Community Visioning, 220 People, Key Pad Polling – River Run Lodge
October 27, 2011	Post Kick Off Follow-up with Planning Commission & City Council – Moose Girls' Café
November 13, 2011	Presentation to Mtn. Rides Board with citizen results and board input
November 21, 2011	Update Presentation to City Council with citizen results
December 27, 2011	Second Homeowner Outreach Session (1 <sup>st</sup> ) – 110 Surveys – Starbucks
December 28, 2011	Second Homeowner Outreach Session (2 <sup>nd</sup> ) – 90 Surveys – Starbucks
January 18, 2012	Community Focus Group Meeting (11:30 am) – 8 Topic Groups, 70 People – Community Library
January 18, 2012	Community Focus Group Meeting (5:30 pm) – 8 Topic Groups, 40 People – Community Library

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- January 20, 2012 P&Z/Comprehensive Plan Advisory Group Meeting – Follow-up to Kick Off and Focus Group Discussion (Key Planning Themes)
- September 6, 2012 Comprehensive Plan Advisory Group Work Session
- November 5, 2012 Update Presentation to City Council
- November 15, 2012 Community Check In – Keypad polling event, 2 sessions at the Community Library 12 Noon and 5:30PM - 75 people
- July 7, 2013 Update to City Council Presentation
- July/August “Coffee Clashes” at various coffee shops
- July 24, 2013 “Get with the Plan” Community Invite Event at Library, presentation of plan and input opportunity
- August 29, 2013 Play Hard Give Back – Get Out About the Plan
- Sept. 25, 2013 “Get with the Plan” Community Invite Event at City Hall, presentation of plan and input opportunity, key pad polling (Business community focus)

**Comprehensive Plan Planning and Zoning Commission Work Sessions/Meetings:**

- February 8, 2011 Joint Meeting – City Council & P&Z, Economic Policies & Actions
- October 24, 2011 Comprehensive Plan Update – Topic: Plan Goals and Process
- November 14, 2011 Comprehensive Plan Update – Topic: Kick Off Follow-up, Areas of Focus
- December 12, 2011 Comprehensive Plan Update – Topic: Outreach Update, 2001 Comp Plan Analysis
- January 20, 2012 P&Z/Comprehensive Plan Advisory Group Meeting – Topic: Key Planning Themes – Follow-up to Kick Off and Focus Group Discussion
- February 13, 2012 Comprehensive Plan Update – 2012 Plan Outline and Key Plan Elements
- April 23, 2012 Work Session, Presentation by Dave Patrie, Executive Director, Blaine County Housing Authority – Topic: BCHA Housing Overview and 2011 Needs Assessment
- June 25, 2012 Work Session – Topic: Housing Policies

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- July 9, 2012 Work Session, Presentation by Arlene Schieven, Executive Director, Sun Valley Marketing Alliance – Topic: Economy, Tourism Development and Marketing
- July 9, 2012 Meeting with Representatives of the Sun Valley Resort – Bruce Fery and Tim Silva – Topic: Ski Resort Plans and Outreach
- August 13, 2012 Work Session, Presentation by Harry Griffith of Sustain Blaine and Lisa Horowitz of the Ketchum Community and Economic Development Department – Topic: Economic Background and Projections
- September 6, 2012 Work Session with Advisory Group  
Topic: Value States and Vision Statements, Review and Input
- October 3, 2012 Planning Commission Work Session – Topic: Future Land Use, Areas of Opportunity and Change, Areas of City Impact, “Big Ideas”, “Top Implementation Steps’
- November 14, 2012 Planning Commission & CC Work Session – Topic: INFO Session on Transportation Hot Spots & Hot Issues for Ketchum. Presentation by Ryan Hales, Hales Engineering
- November 15, 2012 Community Check In – Keypad polling event, 2 sessions at the Community Library 12 Noon and 5:30PM
- January 14, 2013 Planning Commission Work Session – Topic: Discussion of Process for review of draft
- February 7, 2013 Planning Commission Work Session – Topic: Review of draft
- February 22, 2013 Planning Commission Work Session – Topic: Review of draft
- February 27, 2013 Planning Commission Work Session – Topic: Review of draft
- March 13, 2013 Planning Commission Work Session – Topic: Review of draft
- March 25, 2013 Planning Commission Work Session – Topic: Review of draft
- May 1, 2013 Planning Commission Work Session – Topic: Review of draft
- May 28, 2013 Planning Commission Work Session – Topic: Review of draft
- June 24, 2013 Planning Commission Work Session – Presentation of public draft

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October 14, 2013 Planning Commission Work Session – Final Edits following citizen input on July 11 Public Review Draft

November 12, 2013 Planning Commission Public Hearing

December 6, 2013 Joint City Council and Planning Commission Work Session

December 9, 2013 Planning Commission Meeting

December 19, 2013 Joint City Council and Planning Commission Work Session

January 13, 2014 Planning Commission Public Hearing