



**Planning and Zoning Commission - Special Meeting MINUTES**

Tuesday, April 27, 2021 at 4:30 PM  
Ketchum City Hall  
480 East Avenue North, Ketchum, ID 83340

**CALL TO ORDER**

The meeting was called to order at 4:37 pm by Chairman Neil Morrow.

**PRESENT**

Chairman Neil Morrow  
Vice-Chairman Mattie Mead  
Commissioner Tim Carter  
Commissioner Jennifer Cosgrove - via teleconference  
Commissioner Brenda Moczygemba

**COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE**

Commissioner Moczygemba drove by Westcliff Townhomes and spoke to the broker but did not discuss the project with him. She also walked by Warm Springs Ranch.

Commissioner Cosgrove drove by Warm Springs Ranch.

**CONSENT CALENDAR — ACTION ITEMS**

1. Minutes of March 23, 2021.

**Motion to approve the Minutes of March 23, 2021.**

*Motion made by Vice-Chairman Mead, Seconded by Commissioner Moczygemba.*

*Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba*

2. ACTION ITEM: Recommendation to approve Swan Streambank Alteration Amendment P18-131 Findings of Fact and Conclusions of Law.

Director Suzanne Frick noted the Findings of Fact now reflect the changes made by the Commission at the last meeting.

**Motion to approve the Findings of Fact and Conclusions of Law denying the Swan Streambank Alteration Amendment Application.**

*Motion made by Vice-Chairman Mead, Seconded by Commissioner Moczygemba.*

*Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba*

**PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF – ACTION ITEMS**

3. ACTION ITEM: Continued from March 23, 2021: Westcliff Townhomes Design Review and Townhouse Subdivision Preliminary Plat with Phased Development Agreement: 106 and 110 Rember Street (Bavarian Village Subdivision: Lot 3B) The Commission will consider and take action on a new four-unit, multi-family residential development comprised of four detached 3,737-square-foot townhome units and associated site improvements. The project's proposed FAR with a parking credit for the site's groundwater issues is .67.

Associate Planner Abby Rivin introduced the project, providing options for the screening and clearance of utilities. Options for the Commission to consider are:

- 1) Continue for further review
- 2) Approve with conditions.

Pete Anderson, applicant, presented the project for four (4) townhomes, showing Elevations, Landscaping, Parking, and Civil plans. The screening of the mechanical equipment had become problematic.

Chair Morrow asked about the possibilities of camouflaging the utility box. Director Frick stated there is a different standard for the location of the transformer from Idaho Power. Idaho Power wants the box accessible on the street. Ketchum does not want it on the walkway. Staff will meet with Idaho Power as to how to conceal the utility box.

Chair Morrow opened the floor to public comment.

Evan Robertson, developer, stated the property was purchased with the utility box in the same location. He questioned why it was the responsibility of the property owner.

Being no additional comments, Public Comment was closed.

Vice-Chair Mead liked the design and the landscaping.

Commissioners Cosgrove and Moczygemba agreed.

Chair Morrow felt it fit the area nicely.

Commissioner Carter was agreeable to approving with Conditions. Commissioner Cosgrove agreed.

Applicant Garth McClure asked for a change to the language as to who will propose change to the Utility Box.

Commissioner Moczygemba noted Idaho Power decisions were based on safety over design considerations.

**Motion to approve the Westcliff Townhomes Design Review and Preliminary Plat, with Conditions 1-9. The applicant to work with Staff for Administrative Approval of the Utility Box or may return to the Commission for final approval on the May 25th PZ Meeting.**

*Motion made by Commissioner Carter, Seconded by Vice-Chairman Mead.*

*Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba*

**Motion to recommend approval to City Council of the Westcliff Townhomes Preliminary Plat.**

*Motion made by Commissioner Carter, Seconded by Vice-Chairman Mead.*

*Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba*

4. **ACTION ITEM:** Recommendation to approve Warm Springs Ranch Floodplain Development Permit and Waterways Design Review Permit P21-002 for 1803 Warm Springs Road.

Director Frick introduced the project proposing to add fill to the floodplain and fill-in an old irrigation ditch and the restoration of the riparian areas. A comprehensive restoration plan would be presented when all riverfront parcels are sold.

Kurt Eggers, for the applicant, presented the riparian restoration project involving 13 riverfront lots. Eggers showed the evolution of the area of development and changes to the riparian area including the floodplain through the area. No building was proposed within the floodway.

Chuck Brockway, Brockway Engineering, spoke to the ineffective flow areas along the river. Filling it in would have no effect on the volume of water carried by the river.

Commissioner Mozygemba asked about the new willows along the river. Eggers noted they were "clumped" to discourage the new owners from planting non-native species.

Chair Morrow opened the floor to Public Comment.

Being no comments, Public Comment was closed.

Commissioners Moczygemba and Cosgrove were concerned with the new FEMA regulations and the development of the lots in the floodway.

Vice-Chair Mead had no concerns.

Commissioner Carter appreciated the thorough job done by Staff. He stated this was an opportunity to restore the habitat of Warm Springs Ranch as well as the stream itself. He was willing to approve but wanted to see a comprehensive plan for restoration when the parcels were sold.

Commissioner Moczygemba

**Motion to approve the Warm Springs Ranch Floodplain Development Permit and Waterways Design Review with the added Condition that the applicant obtains all regulatory permits from FEMA and adopt the attached Findings of Fact and Conclusions of Law.**

*Motion made by Commissioner Carter, Seconded by Commissioner Moczygemba.*

*Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba*

**STAFF AND COMMISSION COMMUNICATIONS (Planning & Zoning Commission Deliberation, Public Comment may be taken)—ACTION ITEMS**

The Blue Bird Housing Project Pre-Design Review will be before the Planning and Zoning Commission at the May 11<sup>th</sup> meeting.

Vice-Chair Mead asked if deed restrictions change with the sale of a property. Director Frick noted all covenants transfer with the property for the Community Housing units. The market rate units are subject to change.

The Commission expressed their disappointment in the sale of the Ketch buildings and the rent increases on the market rate units.

**ADJOURNMENT**

**Motion to adjourn at 6:58 PM.**

*Motion made by Chairman Morrow, Seconded by Commissioner Carter.*

*Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba*



---

Neil Morrow  
Chairman Planning and Zoning Commission