



Planning and Zoning

Special Meeting

~ Minutes ~

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

Maureen Puddicombe
208-726-7801

Monday, January 28, 2019

5:30 PM

Ketchum City Hall

1. **5:00 PM – SITE VISIT: 320 Leadville Building Condominium Preliminary Plat, 320 N. Leadville Ave, (Ketchum Townsite Lot 2 Block 24)**
2. **5:10 PM – SITE VISIT: Community Library, 415 Spruce (Lot 1B, Block 89, Ketchum Townsite)**
3. **5:30 PM - CALL TO ORDER: City Hall, 480 East Avenue North, Ketchum, Idaho**

The meeting was called to order at 5:32 by Chair Neil Morrow.

Attendee Name	Title	Status	Arrived
Neil Morrow	Chairperson	Present	
Tim Carter	Commissioner	Present	
Jennifer Cosgrove	Commissioner	Present	
Matthew Mead	Vice-Chairperson	Present	
Kurt Eggers	Commissioner	Present	

4. **COMMUNICATIONS FROM THE Commission**

There were no comments from Commissioners.

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

There were no public comments for items not on the agenda.

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

- a. **ACTION – 320 Leadville Building Condominium Preliminary Plat:** The Commission will consider and take action on a Preliminary Plat for a Condominium Subdivision application by Galena Engineering, on behalf of owner Tasz LLC, to convert an existing building located at 320 N. Leadville (Ketchum Townsite Lot 2 Block 24) into common area four condominium units. The subject property is located in the Retail Core Subdistrict of the Community Core (CC-1).

The background for the Preliminary Plat was given by Associate Planner Abby Rivin with a staff recommendation to recommend approval to City Council. Sean Flynn of Galena Engineering, representing the applicant, was present to answer any questions.

There was no public comment and no questions from the commission.

Motion To: Approve the Preliminary Plat Subdivision for 320 N. Leadville Ave. file number P 18-136 as submitted with Conditions 1-7 as noted.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kurt Eggers, Commissioner
SECONDER:	Tim Carter, Commissioner
AYES:	Morrow, Carter, Cosgrove, Mead, Eggers

- b. **ACTION** – Community Library Design Review: 415 Spruce (Lot 1B, Block 89, Ketchum Townsite) The Commission will consider and review for approval subject improvements, including specific landscape and building changes proposed between the children’s library and Lot 2B, Block 89, Ketchum Townsite at the northwest corner of the property, as stipulated in Condition #14 of the April 12, 2018 adopted Findings of Fact.

Commissioners Kurt Eggers and Tim Carter recused themselves from this matter due to prior business relationships.

Associate Planner Abby Rivin gave the overview of the findings for Condition of Approval #14 for the landscaping plan covering the northwest corner of the project as previously required by the Commission. A minor modification to a portion of the eave was also made. Staff recommended approval of the changes.

Jenny Emory Davidson, executive director of the Community Library, gave additional details of the proposed changes to the Northwest corner of the Library, made in collaboration with neighbor Susan Martin. Chair Neil Morrow thanked Emory Davidson and Susan Martin for coming together to work out a mutually agreeable solution.

Attorney Gary Slette, representing the Martins, told the Commission his clients are in total accord with the plan and Susan Martin wanted to thank to Jenny Emory Davidson for their successful collaboration.

Motion to: Approve Design Review Application P19-003 for the Community Library Expansion and authorize the Chair to sign the subject Findings of Fact at the conclusion of the hearing.

RESULT:	ADOPTED [3 TO 0]
MOVER:	Matthew Mead, Vice-Chair
SECONDER:	Jennifer Cosgrove, Commissioner
AYES:	Neil Morrow, Jennifer Cosgrove, Matthew Mead
RECUSED:	Tim Carter, Kurt Eggers

- c. **ACTION** – Redfish Residential Live-Work Unit #201 Conditional Use Permit: 270 Northwood Way, Unit 201 (Redfish Light Industrial Condo Unit 201) *Continued from the Planning & Zoning Commission Meetings of December 10, 2018 and January 14, 2019.* The Commission will consider and take action on an application for a Conditional Use Permit submitted by Mia L Cherp for the proposed conversion of an existing condominium unit to a residential live-work unit in the Redfish Light Industrial building located in the Light Industrial Number 2 (LI-2) Zoning District.

Due to the contents of a recent submittal of Public Comment, Associate Planner Abby Rivin indicated that Staff recommends continuance of this matter to a date certain to allow for further research of the matter and to create a clear record.

Public Comment by Mike Mead, Redfish Unit owner, recommended removal of fixtures installed in Unit 201 since they were installed without a building permit. He questioned the safety of the current work that has been done without a permit or inspection.

Rivin informed the Commission that a Building Permit is currently under review and the project is under a STOP WORK order. Staff will research the protocol for removal of current fixtures.

Lee Kranefuss, Northwood property owner, expressed concern over illegal residences in the LI. He urged the Commission to stay within the City Zoning Code.

Gwen Raney, Northwood homeowner, urged the Commission to follow the current regulations and investigate illegal residences.

Commissioner Kurt Eggers asked for clarification of how the applicant and the business-owner relate to the application. He wanted the application to be in compliance with the Zoning Code. Commissioners Cosgrove and Carter were in agreement.

Commissioner Mead questioned the lack of a business license for the LI component. Staff will provide the information for the next meeting.

Motion to: Continue to February 11, 2019 Planning and Zoning Commission Meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matthew Mead, Vice-Chair
SECONDER:	Kurt Eggers, Commissioner
AYES:	Morrow, Carter, Cosgrove, Mead, Eggers

7. CONSENT CALENDAR—ACTION ITEMS

a. Minutes: January 14, 2019

Motion to approve minutes as written.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kurt Eggers, Commissioner
SECONDER:	Tim Carter, Commissioner
AYES:	Morrow, Carter, Cosgrove, Mead, Eggers

b. Findings of Fact, Conclusions of Law, and Decision: 320 Leadville Building Condominium Preliminary Plat.

MOTION To: Approve the Findings of Fact for the 320 N. Leadville Ave. Preliminary Plat

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jennifer Cosgrove, Commissioner
SECONDER:	Kurt Eggers, Commissioner
AYES:	Morrow, Carter, Cosgrove, Mead, Eggers

c. Findings of Fact, Conclusions of Law, and Decision: Redfish Residential Live-Work Unit #201 CUP *Continued to February 11, 2019.*

8. STAFF REPORTS & CITY COUNCIL MEETING UPDATE

On the agenda for the February 11th Meeting:

- Conditional Use Permit for a skin care business in the LI.
- Application for a re-zone for the GUYER Hot Springs area.
- Continuation of the Redfish Conditional Use Permit
- Ketch 2 Design Review
- Pre-Design Review for Trail Creek Fund/Auberge Hotel Employee Housing Development

9. ADJOURNMENT

Motion to: Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matthew Mead, Vice-Chairperson
SECONDER:	Tim Carter, Commissioner
AYES:	Morrow, Carter, Cosgrove, Mead, Eggers



Neil Morrow, Chairperson