



Planning and Zoning

Special Meeting

~ Minutes ~

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

Maureen Puddicombe
Planning Technician

Tuesday, May 29, 2018

5:30 PM

Ketchum City Hall

1. **5:00 PM– SITE VISIT: Warfield Brewery, 280 N. Main Street (AM lot 3AA Blk 3)**
2. **5:30 PM - CALL TO ORDER: City Hall, 480 East Avenue North, Ketchum, Idaho**

1. **Call to Order**

The meeting was called to order at 5:30 PM by Chair Jeff Lamoureux. The meeting started with a site visit at the Warfield Brewery by Commissioners Jeff Lamoureux, Neil Morrow, and Kurt Eggers. Staff Brittany Skelton and Abby Rivin were present.

| Attendee Name | Title | Status | Arrived |
|----------------|--------------|---------|---------|
| Jeff Lamoureux | Chair | Present | |
| Neil Morrow | Commissioner | Present | |
| Matthew Mead | Commissioner | Absent | |
| Kurt Eggers | Commissioner | Present | |

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

Chairperson Jeff Lamoureux called for Public Comment. No comment was given.

4. **PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF**

a. **Election of Vice-Chairperson**

Jeff Lamoureux asked for nominations to replace Vice-Chairperson Erin Smith. Kurt Eggers nominated Neil Morrow as Vice-Chair.

Motion to elect Neil Morrow as Vice-Chairperson.

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| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Kurt Eggers, Commissioner |
| SECONDER: | Jeff Lamoureux, Chair |
| AYES: | Jeff Lamoureux, Neil Morrow, Kurt Eggers |
| ABSENT: | Matthew Mead |

b. **Warfield Distillery and Ale House:** 280 N. Main Street (AM Lot 3AA, Blk 3, Ketchum) The Commission will hear public comment, consider and provide feedback on a Pre-Design Review Application for a Mixed-Use Building.

Associate Planner Abby Rivin presented the Pre-Application Design Review for the Warfield Distillery and Ale House. This is a Pre-Application Design Review for an addition to include

expanded distillery operations, a new tasting room, sales space and two residential units. Courtesy notices were sent for this meeting. Notices will also be sent out at the full Design Review. The project complies with the 2014 Comprehensive Plan and all zoning and dimensional standards. The gross square footage to calculate the parking requirement is 3,927 square feet, which would equal 4 parking spaces. The areas of the restaurant and residential units are exempt. The applicant is requesting a 25% reduction in the requirement through a Shared Parking Reduction Plan and Transportation Demand Management. Two on-site parking spaces are proposed. The two shared parking spaces are yet to be identified. Actions items include an Exceedance Agreement and specifications for the outdoor lighting fixtures. Staff recommends advancement of the project to full Design Review.

Chair Jeff Lamoureux asked how this project, having a manufacturing area, qualifies as a restaurant. Abby Rivin broke out the areas of dining and manufacturing. Since the product is sold in the same location as manufactured, it qualifies as a hybrid production facility.

Gretchen Wagner of Scape Studio presented the project highlighting the exteriors, lighting, the silo, and first and second and third floor plans. Chair Jeff Lamoureux asked for a breakdown on the parking calculation. Gretchen Wagner explained the basement, sales office, tasting room and restaurant areas are exempt. The housing units are also exempt from the calculation. The distillery and production areas were included in the calculations. Chair Jeff Lamoureux asked for consistency in terminology in the full Design Review.

Chair Jeff Lamoureux asked about the loading/unloading of raw materials. Owner Alex Buck spoke to the mechanics of moving the raw materials in and the finished goods out for both the brewery and distillery. He related how kegs would be shipped in the early morning about once or twice a month. The grain silo would be filled once every 2-3 months. The rest of the time the area would be available for parking. An estimated 90% of Warfield employees bus or bike to work. Troy Brown of Conrad Brothers pointed out the staging area will be at 200 Washington Ave.

Chair Jeff Lamoureux called for Public Comment. No public comment was given.

Neil Morrow pointed out the access to the residential units is not ADA Compliant. He felt the alley-side facade needs to be broken up. He suggested a review of the parking situation being shared with the loading/unloading area. Jeff Lamoureux said he felt the shared parking would be problematic to the business and was a stretch to meet the parking requirement. He also encouraged the applicant to review the parking plan. Planner Abby Rivin explained the shared parking spaces calculations and that the applicant still needs an agreement for shared parking. Neil Morrow pointed out the possibility of a different future use, which would limit the usability of the building and how the lack of parking would also negatively impact the neighbors. Jeff Lamoureux agreed the proposed parking plan is inadequate to meet the parking requirement. Commissioner Kurt Eggers agreed with Neil Morrow and Jeff Lamoureux that the parking plan needs work. Jeff Lamoureux thought the Commission should look at the Code and the parking exemption for basements. Kurt Eggers stated he liked the project but shared the same parking concerns. He felt Staff was too lenient in the interpretation of the Code. He also encouraged more bike parking for customers. Jeff Lamoureux pointed out the bike rack in the back does not meet the Code requirement of a bike rack. Gretchen Wagner asked the Commission for suggestions to increase bike parking. Neil Morrow suggested using an empty curb area for bike parking in the summer. Jeff Lamoureux suggested including increased bike parking into the Transportation Demand Management Plan so the applicant could take ownership of the bike parking in the summertime. Gretchen Wagner added this topic had been discussed with Staff, but it was an IDT issue. Jeff Lamoureux asked Staff to research how Hailey worked with IDT on this topic. Gretchen Wagner added the Streets Department was opposed to bump-outs at the corners due to snow-removal. Jeff Lamoureux suggested it only be used in the summer. Owner Alex Buck spoke to the applicant's perspective of contributing to increased vibrancy on Main Street, the viability of the distillery and planning for growth of the manufacturing. He requested leniency from the Commission on the parking requirement

to make the project successful. Neil Morrow feared for future parking issues by being lenient on this one project. Jeff Lamoureux likes the project as a whole but the parking requirement needs work. Neil Morrow agreed, just need to solve the parking issue. Kurt Eggers questioned the type of brick used and would like some clarification at the next Design Review. Gretchen Wagner replied they intend to remove the "bad, old" brick.

Motion to advance Warfield Distillery and Ale House to design review with suggestions as proposed.

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| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Neil Morrow, Commissioner |
| AYES: | Jeff Lamoureux, Neil Morrow, Kurt Eggers |
| ABSENT: | Matthew Mead |

- c. **Zoning Code Amendment – Community Core retail square footage.** Continued from March 12, March 27th, April 9th, and May 14, 2018. The Commission will consider City-initiated amendments to Title 17, Section 17.12.040, Dimensional Standards – CC District Matrix, Section 17.12.010, Zoning Map Districts, and Section 17.12.020, District Use Matrix.

Senior Planner Brittany Skelton gave a review of the Zoning Code Amendment concerning retail square footage in the Community Core. She gave an overview of the research and Commission remarks from prior meetings. The current Staff Report focuses on individual tenant retail vs grouped tenant retail. Existing retail is 52,000 sq. ft. (Giacobbi Square) and 18,000 sq. ft. (Atkinson’s). She looked at four chain retailers, from 7,000 sq. ft. to 200,000 sq. ft.. Dollar Stores (7,000 sq. ft.) and Target (17,000 sq. ft.) are developing smaller stores in urban areas. Staff recommends setting a number at 55,000 sq. ft. net leasable square footage for grouped retailers and 36,000 leasable square feet for a single retailer. Alternatively, set the size smaller at the size of a Ketchum Townsite lot at 5,500 or 11, 000 sq. ft. to fit the scale and character of Ketchum. If a lower number is decided, then existing businesses could be Grandfathered in. Could also be addressed by a Conditional Use Permit. She pointed out the need to update the definition of "Retail Trade". Staff recommends continuing to the next meeting but for the Commission to give direction.

Chair Jeff Lamoureux opened the floor to Public Comment.

Bob Crosby asked staff for confirmation of the area of Giacobbi Square.

Neil Morrow thought that Ketchum would not be seen as a good location for larger discount stores as the population too small yet is more affluent and doesn’t fit the profile of their customer base. Jeff Lamoureux indicated he would keep the Code simple. Kurt Eggers thought he needed more background. Neil Morrow thought if the limit is 36,000 sq. ft. a Target might build here but felt the small population base would make it unlikely. Brittany Skelton confirmed that 36,000 sq. ft. as an upper number was agreeable and is unlikely to make Ketchum the target of a large chain. Jeff Lamoureux felt the Design Review codes could be strengthened to limit the large box stores.

Motion to continue the Zoning Code Amendment Community Core retail square footage to June 11, 2018.

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| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Neil Morrow |
| SECONDER: | Kurt Eggers |
| AYES: | Jeff Lamoureux, Neil Morrow, Kurt Eggers |
| ABSENT: | Matthew Mead |

- d. **Zoning Code Amendment – Residential Use in the Light Industrial Districts.** Continued from March 12, March 27th, April 9th, 2018, May 14, 2018. The Commission will consider City-initiated amendments to Title 17, Section 17.124.090, Residential, Light Industrial Districts, and Section 17.12.020, District Use Matrix.

Senior Planner Brittany Skelton gave the introduction to the Zoning Code amendment for Residential use in the Light Industrial area. Brittany Skelton related there was one public comment concerning small residential units opposing the no parking requirement for such units. The intent is to continue the discussion of the amendment and when an amendment is formulated, to hold a public hearing with prior noticing. Brittany Skelton discussed four maps: 1) Residential Occupancy Characteristics showing the area is predominately commercial in nature. 2) Underdeveloped Land where the value of the land exceeds the value of the structure occupying it. 3) Vacant Parcels are those parcels not paved. 4) The Light Industrial Area with Surrounding Zoning Districts including the presence of sidewalks. Brittany Skelton proposed additional maps of Age of Structure or Building Footprints to determine level of lot coverage. Future topics could cover first floor minimum heights, maximum residential percentage of a building, increased lot coverage, anti-nuisance provisions, permitting upper floor residences, encouraging long-term occupancy, building height maximum and sight lines. Areas of importance are: 1) Accessibility (bikes, cars, and walking) 2) Mitigating displacement of existing businesses and mountain town gentrification. 3) Impact Fees not dependent on the size of the residence. These topics are consistent with the Comprehensive Plan. Note that the plan is now 7 years old and can be amended if the Commission feels it is necessary.

Chair Jeff Lamoureux called for Public Comment.

Harry Griffith of Sun Valley Economic Development thought this it is a great initiative and complimented Brittany on her analysis. He noted he has been studying the LI changes for the last 2 years and has a lot of similar information from 2016. The character of the LI has changed, and we need to think about how to leverage those changes in a positive sense for the continued growth and evolution of the community. As it was in 2016, there are a lot of vacant parcels and underdeveloped parcels where the land value is substantially higher than the building. The change in the LI in his view is permanent and it is not going to be reversed. He noted there were 3,000 trade and construction jobs in the LI in 2006. That number has gone down to less than 2,000 and that is not coming back. A lot of those jobs have moved south for a variety of reasons, industrial land is cheaper, a variety of reasons and we think the changes that have occurred are permanent. He would support Ketchum's plans to rethink how to optimize zoning code and architectural and design restrictions to make this land more valuable to the whole of the community without impacting the character of the city or the underlying focus we have on construction and the trades.

William Glenn spoke as a tenant in the Light Industrial, also a property owner but never developed it. He feels it is important to maintain light industrial uses on the first floor and allow residential above. However, he thought the residential tenants should not be allowed to put limits (time, noise, etc.) on the working times of the industrial spaces. He noted we need the proximity of trades and services to the Ketchum population area. He urged the Commission to maintain the viability of the Light Industrial Zone.

David Hurd spoke in support of keeping the Light Industrial, but not opposed to residential above. There currently are no industrial spaces available for rent or purchase in the LI. He

sees a problem with the combination of residential units with small children in close proximity to trucks, fork lifts, etc. He thinks the Community School is a good project but questions the location. He urges the Commission to be mindful of replacing the Industrial Zone with affordable housing.

Bob Crosby, Sun Valley Board of Realtors, thought Ketchum has problems with housing and traffic, and would like to see development north of East Fork Road and Ketchum. He would like to see housing available at all price points. He thought Ketchum needs housing as much or more than we need Light Industrial.

Jacob Tyler, manager of the Scott-Northwood Building, wanted to add some information: The first floor is 50% occupied due to the owner not wanting to rent long-term as the building is for sale. The 2nd floor is a mix of affordable-housing and full-price residential units. All affordable-housing units are occupied full-time. Six units are on the 3rd floor with about 50% full-time occupants. He agrees housing is an issue. This building has not compromised the purpose of the LI with the addition of housing units. It is an example of how it can work with industrial on the first floor and affordable housing above. He agrees once the LI is gone, it will not come back.

Chair Jeff Lamoureux closed Public Comments.

John Gaeddert pointed out the 4 goals to retain the LI as it is an amazing resource and a valuable asset to the community. Doesn't want to see residential at the expense of the LI. 1) Maintain the vitality of the Light Industrial. 2) Minimum 1st floor heights to encourage a variety of businesses. 3) Limits on retail in LI. 4) Minimize conflicts between businesses and residents.

Jeff Lamoureux asked about noise ordinances to allow work and yet shield it from resident complaints. Neil Morrow noted the "quiet enjoyment" of property would not apply. He agrees with protecting the Industrial. He thought the LI 3 could be OK for residential as it is close to the neighborhood and bus stop.

John Gaeddert added what about unit size increase if residences include children. Would live/work allow condominiumize of 1st and 2nd floor as a single unit for live/work. Fire department needs to approve increased height. Staff will be doing analysis of areas at 10th and Warm Springs and Lewis and Warm Springs with the introduction of the new Fire station. He proposed presenting this topic each meeting for more in-depth information and when ready, notice for public comment.

Jeff Lamoureux asked for a compilation of verbal as well as written Public Comment in a file for future reference. Could it be made part of the packets?

Kurt Eggers likes the taller 1st floor and some residential space. A residential component can promote viability and housing options. He supports the live/work type of space. Need to look at every opportunity for housing for the Community.

Motion to continue Zoning Code Amendment – Residential Use in the Light Industrial Districts to June 11, 2018.

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| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Neil Morrow, Commissioner |
| SECONDER: | Kurt Eggers |
| AYES: | Jeff Lamoureux, Neil Morrow, Kurt Eggers |
| ABSENT: | Matthew Mead |

5. CONSENT CALENDAR

Chair Jeff Lamoureux called for comment on the Consent Calendar. No comments were given.

- a. **Minutes:** April 9, 2018, May 14, 2018
- b. **Findings of Fact and Conclusions of Law for 231 E. Sun Valley Road Condos Subdivision.**
- c. **Findings of Fact and Conclusions of Law for Briscoe and Associates Conditional Use Permit.**

Motion to approve consent calendar in total.

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| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Neil Morrow, Commissioner |
| SECONDER: | Kurt Eggers |
| AYES: | Jeff Lamoureux, Neil Morrow, Kurt Eggers |
| ABSENT: | Matthew Mead |

6. FUTURE PROJECTS AND NOTICING REQUIREMENTS

Brittany Skelton reported the following items are on the agenda for the June 11, 2018 Planning and Zoning Commission meeting:

- 1) A Subdivision Application for a flag lot on River Run Drive.
- 2) The Sundali Re-Zone on the lot currently GR-L and Tourist.
- 3) Continuation of the Zoning Code Amendments for residential use in the Light Industrial and the standards for Community Core retail establishments.
- 4) The Warfield for Design Review on June 11 or the special meeting on June 25.
- 5) Anticipating a Pre-Application Design Review for a Mountain Overlay for an existing house for a people-mover system. This will have a site visit.

The following items are on the agenda for the June 25th Special Meeting:

- 1) A Text Amendment for Live/Work space in the Light Industrial Zone.
- 2) Design Review for Ketch.
- 3) The 2 continuing text amendments.

Jeff asked for notice for Warfield for 300 feet. The Commission discussed the inadequacy of the current Warfield parking plan and would like to see it improved.

7. STAFF REPORTS & CITY COUNCIL MEETING UPDATE

Brittany Skelton reported the items for the City Council Meeting June 4th will be:

- 1) The first reading for the Short-Term Rentals Text Amendment.
- 2) Consideration to Amend the Trail Creek Fund Development Agreement for the Auberge Project.
- 3) 231 Sun Valley Rd Condominium conversion.

- 4) Exceedance Agreements for the Warfield Brewery and Frantz Building.
- 5) Right-of-Way Encroachment Agreement for the Argyros.

8. COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE

Jeff Lamoureux asked why the parking and sidewalk plans at the Webb Building have changed. Brittany Skelton will research and have a response for the next meeting.

Kurt Eggers asked about possible CCRs related to the Sundali Re-Zone project. Brittany Skelton indicated she had not been aware of them and did not take them into consideration in her Staff Report. Jeff Lamoureux added the City does not enforce CCRs. Kurt said if the CCR are recorded on the plat, they are enforceable civilly. Kurt Eggers would like to see the CCR's. Brittany Skelton will check Simplot's development agreement with the city for the CCR for the next meeting.

Brittany Skelton said she is working the Streets Department Street and will be ready to bring it before the Commission soon.

Abby Rivin spoke to the Martin Appeal of the Community Library Expansion. The last City Council Meeting set the hearing date for July 16, 2018 at 4:00PM. Their request for a site visit was denied.

Kurt Eggers expressed interest in the survey results from An Affair on the Square. Brittany Skelton replied it would be shared with the Commissioners when the results have been compiled.

Brittany Skelton indicated we are working with the Streets Department on updated standards for sidewalks. Also looking at standards for Signs to be updated.

9. ADJOURNMENT

Motion to adjourn.

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| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Neil Morrow, Commissioner |
| SECONDER: | Kurt Eggers |
| AYES: | Jeff Lamoureux, Neil Morrow, Kurt Eggers |
| ABSENT: | Matthew Mead |



John Lamoureux
Chairperson