



# Planning and Zoning

## Special Meeting

~ Minutes ~

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

Maureen Puddicombe

Monday, January 8, 2018

5:30 PM

Ketchum City Hall

Commissioners Present: Jeff Lamoureux, Chairperson  
Erin Smith, Vice-Chairperson  
Neil Morrow, Commissioner  
Betsy Mizell, Commissioner  
Matthew Mead, Commissioner

Staff Present: Micah Austin, Director of Planning & Building  
Brittany Skelton, Senior Planner  
Abby Rivin, Associate Planner

**1. Call to Order**

Chairperson Jeff Lamoureux called the meeting to order at 5:32

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

Citizen Gary Lipton distributed a report on ADA Compliance to Commissioners. He pointed out the lack of ADA accommodations within the Public Buildings in Ketchum. Mr. Lipton made a request of all the Commissioners to ensure all new projects meet current Federal ADA requirements.

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

**a. Election of Chairperson and Vice-Chairperson**

**Motion to add election of officers to the agenda.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Matthew Mead, Commissioner
<b>SECONDER:</b>	Jeff Lamoureux, Chairperson
<b>AYES:</b>	Lamoureux, Morrow, Mead, Smith, Mizell

Micah Austin, Planning Director, explained the duties of the Chairperson and Vice-Chairperson.

**Motion to re-elect Chairperson Jeff Lamoureux**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Erin Smith, Commissioner
<b>SECONDER:</b>	Betsy Mizell, Commissioner
<b>AYES:</b>	Lamoureux, Morrow, Mead, Smith, Mizell

**Motion to re-elected Vice-Chairperson Erin Smith.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jeff Lamoureux, Chairperson
<b>SECONDER:</b>	Neil Morrow, Commissioner
<b>AYES:</b>	Lamoureux, Morrow, Mead, Smith, Mizell

- b. **Sun Valley Dental Arts Design Review Continued from December 11, 2017: 100 7th Street East, Ketchum, Idaho (Ketchum Townsite, Lot 5, Block 34). The Commission will consider and take action on an application by Ben Franz for Design Review approval of a new mixed use three-story building with ground floor commercial space with two residential units on the second floor and one residential unit on the third floor.**

Design Review for the Sun Valley Dental Arts Building presented by Jack Rutherford. The design was reworked to comply with the new parking code, including a van-accessible handicapped parking space. No questions of applicant. Micah Austin, Director of Planning, introduced a history of this project and new planner, Abby Rivin. Abby presented how this project meets all the current standards for design review, including set-backs and building height.

Vice-Chairperson Erin Smith questioned the removal of a tree to be replaced with a street tree or perhaps with a new tree somewhere else in the City. A discussion of the materials used on the exterior of the building followed. The lighting is all recessed, downlights to be Dark Skies compliant. The Commission discussed the addition of some design interest on the south elevation of the building. Commissioner Matthew Mead asked about the energy efficiency of the building. Mr. Rutherford indicated the building will be super-insulated, with foil and foam.

Chairperson Jeff Lamoureux expressed concern over the sidewalk width on the south side of 5', which matches the existing sidewalk, but not meeting the current standards of an 8' sidewalk in the Downtown Core. Micah indicated the Planning Department can make the recommendation for the 8' sidewalk and the Street Department will make the final call. A discussion of the sidewalk configuration and ADA requirements followed.

In summary, applicant to make the following changes: 1) Design change to the exterior of the south facade to provide design interest and 2) Sidewalks to be 8' wide.

**Motion to approve the application from owner Ben Franz for the Design Review Application for the Sun Valley Dental Arts Building finding the applicant meets the standards for approval under Chapter 17. 96 of the Ketchum Zoning Code with Conditions 1-14 and the Conditions as previously stated.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Neil Morrow, Commissioner
<b>SECONDER:</b>	Betsy Mizell, Commissioner
<b>AYES:</b>	Morrow, Mead, Lamoureux, Smith, Mizell

- c. **Heidelberg Hill Residences: Request to extend Mountain Overlay Design Review approvals for an additional 12 months.**

**STAFF COMMENTS:**

Micah Austin gave a history of the project. Initial Design Review was approved in 2015. Staff approved the first extension in 2017 and the applicant is now before the Commission requesting a second extension. Staff recommends approval of second extension but to comply with standards as currently written. Project needs to initiate a building permit within the next 12 months. The project also needs a

preliminary plat and a final plat. Discussion of changing code requirements followed. The Commission would like to add a condition to comply with 2018 Standards and the Avalanche Code in effect at the time of the application for a Building Permit.

**PUBLIC COMMENT:**

Applicant asked for clarification of change in requirements. Structure Design within the Red Avalanche Zone may need modification to comply with current design standards and address life/safety concerns.

Motion to approve the extension request for Heidelberg Hill Residences (15-154) for a 12-month period ending on January 8, 2019 with the conditions as discussed.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Erin Smith, Commissioner
<b>SECONDER:</b>	Betsy Mizell, Commissioner
<b>AYES:</b>	Morrow, Mead, Lamoureux, Smith, Mizell

- d. **Zoning and Subdivision Code Amendments Continued from December 11, 2017: City-initiated text amendment, amending: (1) Title 16, Ketchum Municipal Code, Section 16.04.040.R and Title 17, Ketchum Municipal Code, Section 17.08.020, Section 17.124.160, and Section 17.12.020 A.6.**

Senior Planner Brittany Skelton presented current recommended changes to the Avalanche Zone Code.

Proposed changes include:

- 1) Clarification of the purpose of the Avalanche Zone.
- 2) Utility shut-off design change.
- 3) All Subdivisions required to comply with Avalanche Overlay Design Standards must also comply with Mountain Overlay Design Standards.
- 4) Any structure in the Avalanche Zone that is not engineered to Avalanche Standards can only be rented/leased from April 15<sup>th</sup> to November 15<sup>th</sup>.
- 5) Subdivision of a structure in the Mountain Overlay and the High-Hazard (Red) Avalanche Zone is limited to a maximum of 3 residences/dwellings.
- 6) Update Avalanche maps to include Warm Springs Ranch Resort, River Run, and Esmerelda Areas

Commission discussed the options of subdivision of lots in the Red Zone, past practices, prohibition of additional roads, density of the zone.

**Public Comment:**

Martin Kaplan, architect and part-time resident, has built houses in the Avalanche Zone with reinforcement. Expressed concern over not allowing subdivision in the Avalanche Zone for structures with Avalanche engineering. He recommended allowing subdivision when Avalanche protection is engineered into the structure.

Bob Crosby, Sun Valley Realtors, asked to confirm if the site of the building is in the Avalanche Zone or partial lot in the red Zone. Micah clarified that the portion of the lot not in the Red Zone, can be split. The intent is not to increase population density in the Red Zone. Bob brought up the fact that there are 3 conflicting Avalanche Studies with no consensus between the 3 maps. The Commission will defer to the City Council regarding an update of the Avalanche Maps.

Martin Kaplan asked if division of property within the Avalanche Zone will still be allowed, or will the current Ordinance be followed?

Commissioner Matthew Mead brought up the November 15 date for rental occupancy in Avalanche Zone for un-reinforced buildings and what is the impact to existing buildings. Commissioner Neil Morrow expressed the date was consistent with the overnight parking dates and the start of Winter. Chairperson Jeff Lamoureux checked VRBO and found several rental properties in the Avalanche Zone, which appeared to not be reinforced. There was no warning of the Avalanche danger in the rental ad.

Snow Storage Discussion followed. Changes from the last meeting were incorporated into the text amendment.

Commission expressed the desire to see the amendment in completed form before sending it to the City Council.

**Motion to continue Text Amendment to the next meeting on February 12, 2018.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Neil Morrow, Commissioner
<b>SECONDER:</b>	Matthew Mead, Commissioner
<b>AYES:</b>	Morrow, Mead, Lamoureux, Smith, Mizell

**5. CONSENT CALENDAR**

**a. Minutes: December 11, 2017**

Commissioner Erin Smith requested additional information added to December minutes.

**Motion to approve minutes of December 11, 2017.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jeff Lamoureux, Chairperson
<b>SECONDER:</b>	Erin Smith, Vice-Chairperson
<b>AYES:</b>	Morrow, Mead, Lamoureux, Smith, Mizell

**b. Findings of Fact and Conclusions of Law for 100 Northwood Way Mixed-Use Development Design Review**

Corrections to be made as noted and brought back to Commission for final approval.

**6. FUTURE PROJECTS AND NOTICING REQUIREMENTS**

1. February Meeting - Re-zone request for 3 lots in Mortgage Row.
2. Stott Residence at 600 N Walnut. Project has been redesigned and ready for the February meeting.
3. 4th Street Mixed -Use Project (Bigwood Bread Cafe) – Plans not yet received, but may be ready for February meeting.
4. Comprehensive Plan Workshop; Brittany provided an outline of the areas to update this year. Proposed meeting Mon, Feb 26, 2018 at 5:30 PM.

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

Resolution for P & Z Commission meeting schedule to be brought before the City Council at the next meeting.

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

Jeff Lamoureux recommended ADA requirements to be part of the Comprehensive Plan. Need to have clear and concise ADA information for builders. Micah agreed that we have an obligation to improve our ADA accessibility. Jeff suggested combining the ADA discussion with the Comprehensive Plan discussion. Erin suggested the air quality and restaurant emission issue be addressed as well.

The bear-proof trash containers will be discussed with the mayor.

Vice-Chairperson Erin Smith asked staff to be careful when proof-reading documents.

**9. ADJOURNMENT**

**Motion to adjourn at 8:34 PM.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Neil Morrow, Commissioner
<b>SECONDER:</b>	Betsy Mizell, Commissioner
<b>AYES:</b>	Morrow, Mead, Lamoureux, Smith, Mizell



Jeff Lamoureux

Planning and Zoning Commission Chairperson