



Planning and Zoning

Regular Meeting

~ Minutes ~

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

Keshia Owens
208-726-7801

Monday, July 10, 2017

5:30 PM

Ketchum City Hall

Commissioners Present: Jeff Lamoureux, Chairperson
Erin Smith, Vice-Chairperson
Neil Morrow, Commissioner
Betsey Mizell, Commissioner

Conference Call: Matthew Mead, Commissioner

Staff Present: Carl Anderson, Associate Planner
Micah Austin, Director of Planning & Building
Brittany Skelton, Senior Planner
Keshia Owens, Planning Technician

Also Present: Members of the Public

1. 5:30 PM - CALL TO ORDER: City Hall, 480 East Avenue North, Ketchum, Idaho

Commissioner Lamoureux called the meeting to order at 5:34 PM.

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

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

3. COMMUNICATIONS FROM STAFF

- a. **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.**

COMMENTS:

Commissioner Smith made a motion to continue the design review approval for a new three-story mixed use residential and commercial building for Sun Valley Dental Arts to a date certain of August 14, 2017.

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

- b. **620 North Main Street, Ketchum, ID (Ketchum Lots 2, S 2' of 3 BLK 7 3,179SF). The Commission will consider and take action on an application by Ketchum & Mustard, LLC for Pre-Application Design Review approval of a new 1,364 square-foot coffee shop to replace the existing 1,364 square-foot Belmont Radio Station.**

COMMENTS:

John Roland, de Reus Architects, said that the design is using the existing footprint of the radio station building and will not expand beyond the footprint. He continued to speak about the design of the building, vehicular access from Main Street to on-site parking stalls that will be removed and replaced with curb and sidewalk, and proposed landscaping features such as a raised terrace and planters. He commented that the roof will be a flat-ballast roof and explained the design of window and door accents. He also commented that five trees will be added to the site and addressed bike racks and an ADA route of travel.

Shannon Allen, Ketchum and Mustard, LLC commented on the vehicular flow of the parking lot for the Bellemont Hotel and said that you can currently pull into the lot from Sixth Street and drive through to the back-parking lot, but that the Sixth Street entrance will be closed off and made pedestrian only because the area is very tight for vehicles to navigate.

Staff comments:

Carl Anderson, Associate Planner, gave an overview of the proposed project. He explained that the applicant is requesting pre-application design review for a new coffee shop to be constructed on the same site and within the same footprint as the existing radio station building. He detailed the site's location and stated that the radio station building is scheduled to be demolished shortly after July 23, 2017. He explained the proposed bike rack location and tree locations addressed design review standards. He commented on parking requirements and stated that staff recommends a shared parking plan in the form of an agreement from the property owner that states the parking lot on the hotel site shall be utilized to satisfy parking for the coffee shop. He noted city department comments and explained that staff recommends the application's advance to the design review process. He later summarized building code requirements for all on-site parking. He stated that should the Bellemont Hotel be utilized to satisfy the onsite parking for the coffee shop, all ADA onsite parking standards shall be met.

Micah Austin, Planning and Building Director, suggested having the ADA consultant look at parking requirement and parking strategy. He further explained the parking requirements and said that the coffee shop is dedicated to the hotel. He added that with no lot line adjustment, staff is comfortable with a recorded shared parking agreement that would function in the same way as an easement. He noted that while one owner currently owns both the hotel and the site of the proposed coffee shop, if ownership ever changes for the hotel the coffee shop would still have right to parking spots on the hotel's property per the agreement.

Commissioners' Comments:

Commissioner Lamoureux said he would like to see a more defined ADA path of travel to make sure it's ADA compliant. He stated that the ADA requires that there are a certain number of ADA stalls and asked does this mean there needs to be one ADA stall for the existing nine stalls. He pointed out that if there is only one ADA stall then this does not meet current code for ADA parking and given that the applicant is reconfiguring parking would there be a requirement to bring ADA into compliance with the current code. He suggested that parking requirements and a parking strategy should be included if there will be a shared parking plan. He later commented that even though this is a small building, it will present to the street well. He added that he appreciates the attention to the landscaping and said that it's a great project. He also commented that he'd like to see screening of the trash enclosure and plans should include the location of bike racks, and proposed outside tables.

Commissioner Smith voiced concerns over double counting parking stalls because the Bellemont Hotel currently has an ADA parking stall and that stall can be grandfathered in, but the coffee shop still needs its own ADA parking. She later suggested that the applicant lay out parking on Sixth and Highway-75

better on the plans so the Commission can see it, as this makes parking more generous than what it initially appears to be.

Commissioner Morrow suggested that the adding two spaces to the hotel’s parking lot in the area that will be closed off makes perfect sense, as there will be one for the coffee shop and another for the hotel. He later stated that initially he thought the proposed building design was dark, but the changes will make the building stand out and the coffee shop will be a nice addition.

Commissioner Mizell asked about the existing easement and what would happen if it were to be broken up in the future.

Commissioner Mead said that he like the layout of the proposed design, that it’s simple, and the flow of the interior space makes a lot of sense. He commented that he is happy to see that the patio area is sheltered from Main Street by landscaping, but asked how the design of this new building relates to how the exterior of the Bellemont Hotel is going to be renovated. He then commented that he is happy to see the construction plan before official Design Review submittal and stated that this project shouldn't cause too much disturbance to the traffic on Highway-75.

Commissioner Morrow made a motion to advance the preapplication design review from Ketchum and Mustard, LLC for a new coffee shop at the site of the Bellemont Radio Station to Design Review.

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

4. CONSENT CALENDAR

a. May 23, 2017 Minutes

COMMENTS:

Commissioner Smith made a motion to approve the May 23, 2017 minutes.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Erin Smith, Co-Chairperson
SECONDER:	Neil Morrow, Commissioner
AYES:	Morrow, Mead, Lamoureux, Smith, Mizell

b. June 8, 2017 Minutes

COMMENTS:

Commissioner Smith made a motion to approve the minutes as amended.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Erin Smith, Co-Chairperson
SECONDER:	Matthew Mead, Commissioner
AYES:	Morrow, Mead, Lamoureux, Smith, Mizell

c. **June 12, 2017 Minutes**

The Commission asked to see the June 12, 2017 minutes again.

5. FUTURE PROJECTS AND NOTICING REQUIREMENTS

- Continuation of Sun Valley Dental Arts
- Pre-Application Design Review for a new single-family structure in the mountain overlay district
- Minutes
- Bellemont/Hotel Ketchum Coffee Shop Design Review

6. STAFF REPORTS & CITY COUNCIL MEETING UPDATE

- On Monday, July 3rd Council adopted the zoning code text amendments for electric vehicle charging stations and vehicle access to gas stations.
- The new Dark Sky ordinance has received support from the public
- A parking workshop with City Council is scheduled for Wednesday, July 19th.

7. Commission reports and ex parte discussion disclosure

8. ADJOURNMENT

Commissioner Lamoureux made a motion to adjourn and Commissioner Smith seconded.



Jeff Lamoureux
Planning and Zoning Commission Chair

