



Planning and Zoning

Regular Meeting

~ Minutes ~

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

Minutes are video recorded

Monday, June 22, 2015

5:30 PM

Ketchum City Hall

Commissioners Present: Steve Cook, Chairperson
Jeff Lamoureux, Vice Chairperson
Michael Doty
Erin Smith

Commissioners Absent: Betsy Mizell

Staff: Morgan Brim, Senior Planner/Current & Long-range Planning Mgr.
Rachel Martin, Planning Technician

1. **CALL TO ORDER**

2. **CONSENT CALENDAR**

a. ***EST. 5:30 p.m. FINDINGS OF FACT***

i. **Felker Floodplain Design Review - Approval**

Commissioner Cook asked why the loft space is addressed in condition eight. The Commission can only review the riparian area, not the structure. Commissioner Doty answered that this is a building department addition.

Morgan Brim, Senior Planner stated that all departments make comments; if this is required by building code, then it would be added.

Commissioner Doty stated that the commission's purview is only the riparian area, so this should not be a condition of this approval.

Commissioner Cook also asked about conditions five, six and seven. These conditions do not apply to the waterways area.

Commissioner Smith stated that if the home is not in the commission's purview then conditions pertaining to it should be struck.

The Commission did not approve the findings and directed staff to make changes as discussed.

b. ***EST. 5:35 p.m. APPROVAL OF MINUTES***

i. **May 26, 2015**

ii. **June 8, 2015**

iii. **June 8, 2015 Site Visits**

Staff will make recommended changes to all minutes.

A motion was made to approve the May 26, 2015 minutes, June 8, 2015 site visit minutes and the June 8, 2015 minutes.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeff Lamoureux, Vice Chairperson
SECONDER:	Erin Smith
AYES:	Steve Cook, Chairperson, Jeff Lamoureux, Vice Chairperson, Michael Doty, Erin Smith
ABSENT:	Betsy Mizell

3. PUBLIC COMMENT

- a. **EST. 5:40 p.m. Communications from the public for items not on the agenda.**

There were no comments.

4. COMMUNICATIONS FROM STAFF

- a. **EST. 5:45 p.m. (Items (a) and (b) may be reviewed concurrently.) FOXHOLE TOWNHOMES, PRELIMINARY PLAT – The Planning and Zoning Commission will hold a public hearing and take action on an application for a townhome subdivision preliminary plat. The applicant, Sallie Castle, is proposing a two unit townhome development located at 331 West Sixth Street (Ketchum Townsite Lot 4, Block 73) in the (GR-L) General Residential – Low Density zoning district with the intent to construct two detached 3,644 square foot townhomes.**
- b. **EST. 5:45 p.m. FOXHOLE TOWNHOMES, DESIGN REVIEW – The Planning and Zoning Commission will discuss and take action on an application for design review. The applicant, Sallie Castle, is proposing a two unit townhome development located at 331 West Sixth Street (Ketchum Townsite Lot 4, Block 73) in the (GR-L) General Residential – Low Density zoning district with the intent to construct two detached 3,644 square foot townhome units. Public Hearing was continued from June 8, 2015.**

Commissioner Cook stated that the townhouse subdivision and design review will be heard together.

Mr. Brim presented the project and stated that the townhouse subdivision preliminary plat and design review were continued from the June 8, 2015 meeting. The applicant has met all required standards for the townhouse subdivision preliminary plat.

Commissioner Lamoureux asked about the subdivision process.

Mr. Brim stated that the subdivision preliminary plat goes to the Planning and Zoning Commission; it then goes City Council for preliminary plat after the Building Permit is issued. The final plat goes to both the Planning and Zoning Commission and City Council. The final plat does not receive approval signatures until the buildings have received their certificate of occupancy.

Commissioner Smith stated that the Commission and staff should discuss making amendments to the subdivision process in the upcoming code amendments.

Mr. Brim stated that this is a Phase III code amendment item.

Bruce Smith, Alpine Engineering, stated that Ketchum is the only city where preliminary plat does not go to City Council until construction commences. He believes that this should be amended.

Mr. Brim presented amendments to design review made from commission feedback at the June 8, 2015 meeting. First, snow creep was a concern. The applicant has modified the roof design. Second, the Commission was concerned with the proximity of the driveway to the corner. The Street Department does not have a concern. Third Avenue is not a main arterial. Third, the right of way (ROW), the city is in the process of standardizing the ROW regulations, the condition of approval for this application regarding the ROW is broad enough to cover any possible requirements. Fourth, the Commission had a question about the distance from the utility lines to the building. This distance will need to change due to Idaho Power requirements; the applicant is working with Idaho Power and will address their plan.

Commissioner Doty stated that the condition should state that the application meets Idaho Power requirements. Any major modifications will trigger a design review amendment.

Public Comment:
There was none.

Kris Solvang, applicant's representative stated that the exterior lighting has been modified to meet the dark sky ordinance and to reduce light penetration into neighboring properties. There will be a two rail snow fence along the northern roofline; he presented a rendering to the Commission. The fence is designed to retain all snow on the roof. The gutter system has been specked by an architect. It is a 4x4 steel gutter. Kris presented the amended drainage plan with roof runoff calculations. Idaho power is researching the power line issue. If the applicant can place a transformer on the property, the lines will be underground. Commissioner Smith asked how the power line issue affects construction. Kris answered that Idaho Power states that no construction shall take place within 10 feet of a power line. Idaho power is researching the subject and will come to an agreement with the applicant.

The Commission expressed concern with the viability of trench drains which run to drywells in the ROW.

Soffit lighting has been eliminated except on the main floor decks which face each other. There will be green screening between the decks.

The Commission discussed adding a condition to require larger trees.

Commissioner Cook asked for a mockup of the bollard lights. He also stated that a drywell in the ROW is curious, Kris clarified that all stormwater will be maintained onsite, additional drywells will be added on the property, one existing drywell in the ROW will be improved.

If the power transformers are on someone else's property, then the applicant will need a utility easement. Kris stated that construction will not commence until the applicant has an Idaho power resolution.

Bruce Smith stated that the easiest resolution for the power line is to extend the T on top of the existing power pole.

Commissioner Lamoureux asked if staff could include the commissions ROW concerns in the staff report to City Council; the current ROW standards do not meet Federal guidelines.

Mr. Brim will include this language to the City Council and add a condition 10 to this approval.

Commissioner Lamoureux would like to strike condition three and any reference to the ROW from the commission’s approval which is not in the Commission’s purview.

Mr. Brim suggested adding a condition that states that the applicant must meet all local, State and Federal Laws.

Commissioner Doty suggested that the condition regarding the placement of power lines be amended to reflect the possible necessity of an easement and design review modification.

Mr. Brim stated that condition three will reflect these changes.

Commissioner Lamoureux suggested adding a condition that states that amendments to the landscape plan and lighting will be approved by staff and a commissioner will inspect the lighting with staff.

Motion to approve the application of Foxhole Townhomes for Preliminary Plat Subdivision at 331 West Sixth Street (Ketchum Townsite Lot 4, Block 73) in the (GR-L) General Residential – Low Density zoning district with conditions 1-11.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeff Lamoureux, Vice Chairperson
SECONDER:	Michael Doty
AYES:	Steve Cook, Chairperson, Jeff Lamoureux, Vice Chairperson, Michael Doty, Erin Smith
ABSENT:	Betsy Mizell

Motion to approve the application of Foxhole Townhomes for Design Review at 331 West Sixth Street (Ketchum Townsite Lot 4, Block 73) in the (GR-L) General Residential – Low Density zoning district with conditions 1-6.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erin Smith
SECONDER:	Jeff Lamoureux, Vice Chairperson
AYES:	Steve Cook, Chairperson, Jeff Lamoureux, Vice Chairperson, Michael Doty, Erin Smith
ABSENT:	Betsy Mizell

c. EST. 6:15 p.m. WORKSESSION, Code Rewrite Phase II, Design Review, (Chapters 17.18 & 17.96 of the Draft Title 17, Zoning Ordinance).

5. EST. 6:25 p.m. FUTURE PROJECTS AND NOTICING REQUIREMENTS

Mr. Brim stated that Thunder Spring has submitted an application for Design Review, the PUD and Development Agreement amendments must go to City Council before Design Review is heard by the Planning Commission.

Commissioner Smith asked about the progress of Kith and Kin. Mr. Brim stated that the applicant is required to drop the roof height to the nonconforming design review approved height.

Commissioner Cook asked about Warfield mechanical screening. Mr. Brim will research the issue.

6. EST. 6:35 p.m. STAFF REPORTS & CITY COUNCIL MEETING UPDATE
7. EST. 6:40 p.m. Commission reports and ex parte discussion or disclosure
8. ADJOURNMENT
Motion to adjourn at 6:46 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeff Lamoureux, Vice Chairperson
SECONDER:	Erin Smith
AYES:	Steve Cook, Chairperson, Jeff Lamoureux, Vice Chairperson, Michael Doty, Erin Smith,
ABSENT:	Betsy Mizell



Steve Cook, Chairperson
Planning and Zoning Commission