



REGULAR PLANNING AND ZONING COMMISSION MEETING
Monday June 8, 2015, 5:10 pm
Ketchum Project Site Visits

Present: Chairperson Steve Cook
Vice Chair Jeff Lamoureux
Commissioner Betsy Mizell
Commissioner Mike Doty

5:10 p.m. – SITE VISIT at 331 WEST SIXTH STREET. The Commission will convene for a site visit in regard to the application by Sallie Castle for a two unit townhouse development application

The following features of the proposed project were viewed and discussed:

- Location of the proposed two townhome units and driveways;
- Site vegetation and landscaping;
- Building height demonstrated by a story pole; and
- Alleyway improvements.

Also Present: Micah Austin, Planning and Building Director
Morgan Brim, Senior Planner/Current and Long-range Planning Manager
Rebecca Bundy, Senior Planner/Building and Development Manager
Bruce Smith, Alpine Enterprises Inc, surveyor
Kris Solvang, Applicant's representative
Sallie Castle, Applicant

The Commissioners had no further questions and the site visit was concluded at about 5:20 pm.

5:25 p.m. – SITE VISIT at 154 IRENE STREET. The Commission will convene for a site visit in regard to the application by Shane and Hillary Felker for a residence and accessory building in the floodplain overlay.

The following features of the proposed project were viewed and discussed:

- Location and condition of riparian setback in a naturalized condition but containing noxious weeds and cheat grass;
- Location of southern property line and minimum rear yard setback; and
- Location of existing tree to be removed.

Also Present: Micah Austin, Planning and Building Director
Morgan Brim, Senior Planner/Current and Long-range Planning Manager
Rebecca Bundy, Senior Planner/Building and Development Manager
Clay Sammis, applicant's representative
Errin Bliss, project architect
Bruce Smith, Alpine Enterprises Inc, surveyor
Trent Stumph, Sawtooth Environmental Consulting, LLC, riparian consultant
Carter Ramsey, Ramsey Solutions Inc, general contractor

The Commissioners had no further questions and the site visit was concluded at about 5:40 pm.



Steve Cook
Planning and Zoning Commission Chair



Planning and Zoning

Regular Meeting

~ Minutes ~

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

Minutes are video recorded

(208) 726-7801

Monday, June 8, 2015

5:10 PM

Ketchum City Hall

Commissioners Present: Steve Cook, Chairperson
Jeff Lamoureux, Vice Chairperson
Erin Smith via phone
Mike Doty
Betsy Mizell

Staff: Morgan Brim, Senior Planner
Rebecca Bundy, Senior Planner
Rachel Martin, Planning Technician

1. **5:10 p.m. – SITE VISIT at 331 WEST SIXTH STREET. The Commission will convene for a site visit in regard to the application by Sallie Castle for a two unit townhouse development application**

Site visit minutes will be adopted separately

2. **5:25 p.m. – SITE VISIT at 154 IRENE STREET. The Commission will convene for a site visit in regard to the application by Shane and Hillary Felker for a residence and accessory building in the floodplain overlay.**

Site visit minutes will be adopted separately

3. **5:40 p.m. RECONVENE AT KETCHUM CITY HALL, OPENING OF MEETING**

Commissioner Cook opened the meeting at 5:52 PM.

4. **5:40 p.m. PUBLIC COMMENT - This is an opportunity for the public to speak with the Commission about issues and ideas not on the agenda.**

There was none.

5. **EST 5:45 p.m. PUBLIC HEARING upon the application of Sallie Castle for a two unit townhouse development application at 331 West Sixth Street (Ketchum Townsite Lot 4, Block 73) in the (GR-L) General Residential – Low Density zoning district to construct two detached 3644 square foot each, townhouse units.**

Morgan presented Foxhole Townhomes. This application is for design review and preliminary plat townhouse subdivision. The subdivision public hearing is to be continued to June 22nd due to application items that were missing from the application submittal. The application is for one parcel with two townhomes to be divided into two sublots, similar to Basecamp Townhomes across 6th Street. The required driveway width is over the allowed percentage by a few inches. The driveway access for unit one is on Third Street, access for unit two is on Sixth Street. The applicant will work with the Public Works department to improve the alley in the rear of the property.

A five foot decomposed granite walkway will be installed on the Sixth Street right of way for pedestrian use. A ROW improvement permit will be needed for both driveways and the alley improvements through Public Works. Morgan then displayed the building elevations to the commission.

The subdivision preliminary plat will be heard on June 22nd, Morgan requested continuation of the public hearing.

Commissioner Doty asked about a missing landscape plan which was not included in the packet and if power will be undergrounded.

Morgan explained that staff does have a landscape plan; many of the existing trees on the site are not healthy and will be removed. A row of trees and shrubs will be planted on the north property line. Public Works has not requested that power be undergrounded. Public Works did review the plans and had no issues with the distance from the power lines to the residences. This distance may be a power company requirement.

Kris Solvang, representative for the applicant presented and gave material samples and 3D drawings to the commission. There are two existing driveways that will be vacated from Sixth Street. There will be two onsite parking spaces in each new driveway. There will be a road mix parking area adjacent to the decomposed granite pedestrian path in the public right of way. This will provide an eight foot parking buffer. Most trees will be removed due to the health of the trees.

All drainage will be contained on each subplot. Marine hardwood will be used for siding with some exposed concrete. Concrete planters will be provided at the main entry. Garbage storage will have a lattice screened wall and will be beneath the main entry of each unit.

Commissioner Doty asked about a reference on the plans to WP-2, there is not a legend for WP-2.

Kris stated that WP-2 is a misprint; this should all be WP-1.

The roof will be a TPO membrane with snow clips. All siding will be stained a natural color. The lap siding will be two different colors, samples are provided.

Morgan and Rebecca stated that the regulations for improvement of the right of way are a new issue for the city and are very much in flux.

Commissioner Cook asked if there is a standard regarding driveway placement distance from an intersection. Morgan will research this.

Kris stated that Brian Christiansen, Street Department Superintendent, reviewed the driveway placement and did not have a problem with the placement.

Morgan stated that the first proposal had the garages below grade. Brian asked that for drainage purposes this be moved to at grade. The current proposal is at grade.

A concrete walkway will go from the front door of each unit to the street.

Kris asked for questions.

Commissioner Doty asked for Idaho power approval of the power lines and distance from residence to power pole at design review.

Bruce Smith, Alpine Enterprises, stated that the survey is very thorough and the distance from power line to residence is provided.

Commissioner Mizell asked about green building practices.

Kris answered that at building permit the applicant will apply for LEED silver certification.

Commissioner Cook asked about the roof pitch, what the snow creep would be and would it be on the primary accesses.

Kris answered that the R value will be R53 or R54. The gutters will be a steel welded gutter. It is will be a structural gutter.

Steve asked the applicant to show how the gutters tie into the drywells.

Commissioner Lamoureux asked what the distance is from the edge of pavement to the property line.

Kris stated that it is 16 feet.

Commissioner Lamoureux stated his concern for pedestrian safety with no demarcation between the road mix and the granite path.

Commissioner Cook asked for public comment.
There was none.

Kris stated that the snow storage areas will be adjacent to the driveways and out of any walking pathway. The lighting will be bollard lights and house mounted lights. A covered, at grade patio, will have recessed can lights.

Commissioner Cook suggested that soffit lights be replaced with wall sconce lights on the upper floor deck.

Motion to continue the application of Foxhole Townhomes for Design Review and Preliminary Plat Subdivision at 331 West Sixth Street (Ketchum Townsite Lot 4, Block 73) in the (GR-L) General Residential – Low Density zoning district to June 22, 2015

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

6. **EST 6:20 p.m. CONSIDERATION FOR ACTION upon the application by Shane and Hillary Felker, for a waterways design review/floodplain development permit application at 154 Irene Street, (Warm Springs Creekside Sub, Lot 23) to build a new 3,900 square foot single family residence and a 274 square foot home office in the floodplain overlay adjacent to Warm Springs Creek.**

Rebecca presented an application for waterways design review. The applicant is requesting Waterways Design Review for construction of a new single-family residence. The property is

located on Warm Springs Creek and contains riparian setback but does not contain regulatory floodplain. Single-family residences are exempt from Design Review, so only the provisions related to Waterways Design Review will be considered. All proposed construction is outside of the riparian zone. All zoning requirements have been met.

The riparian zone has been left to naturalize. Trent Stumph, Sawtooth Environmental Consulting LLC, submitted a riparian study and recommended 12 riparian shrubs. Drainage plans will be provided at building permit.

Staff recommends approval with conditions one through seven as proposed in the staff report.

Trent Stumph stated that the riparian management plan would extend into the building envelope and would pertain to the entire riparian zone.

Bruce Smith, Alpine Enterprises Inc, stated that he shot his survey during high water, the riparian area will be staked in the field and a construction fence will be provided to protect the riparian area.

Rebecca stated that the construction fence is addressed in the riparian plan provided by Trent Stumph.

Clay Sammis, Applicant's representative stated that he had no additional comments.

Commissioner Doty asked about the shrubs in the riparian zone. Is this a light planting? Is it minimal or is this just right?

Trent stated that this is a step in the right direction and will make an impact although much more could be done.

Clay stated that the contractor is aware of the sensitivity of the riparian area. There will also be seeding of natural grasses as well as the addition of shrubs in the riparian zone.

Commissioner Doty stated that this area does not look like a riparian area therefore the construction fencing is very important.

Commissioner Cook asked if the commission is missing an opportunity for more riparian enhancement.

Trent stated that the stream bank is over stabilized because of riprap placed in the past. The stream bank is not on the applicant's property.

Clay asked Trent if the native grasses would be enough with the 12 shrubs. Trent stated that this is sufficient and that he would like to see fescue and lupine in the area.

Commissioner Cook asked for a condition to be added that the applicant shall adhere to the best management practices in the riparian enhancement plan.

Clay asked about irrigation in the right of way. Commissioner Lamoureux and Commissioner Doty asked to remove right of way language from condition six due to the city's possible policy change on this issue. The applicant will be required to receive a right of way improvement permit prior to construction of right of way improvements.

Commissioner Lamoureux asked if the commission can require the applicant to remove invasive species from the riparian area. Bruce stated that most of the issues are on the neighboring

property. The applicant is respectful of the riparian area. Rebecca stated that removal of invasive species is covered by condition eight.

Motion to approve the application by Shane and Hillary Felker, for a waterways design review/floodplain development permit application at 154 Irene Street, (Warm Springs Creekside Sub, Lot 23) in the floodplain overlay adjacent to Warm Springs Creek.

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

7. EST 7:00 p.m. WORKSESSION, Code Rewrite Phase II

Morgan stated that this worksession is a continuation of a discussion from the May 26th meeting. Morgan provided four different definitions for adult businesses. He suggested an amendment that clarifies the distance between uses and adds daycare to the list of protected businesses. The state code requires a distance of 2500 feet between adult businesses and schools, churches and places of worship. The definition is now formatted as business, adult. The State allows for more restrictive zoning but not less.

Commissioner Cook asked about the word "specify" in the proposed definition. Morgan stated that this means that the applicant would need to specify the type of sexual activity within the business on their application.

Morgan will make the suggested changes.

Morgan then spoke about design review amendments. The current code has 96 design review regulations. Most items are operational not design based. Some guidelines with merit have been made into regulations.

8. EST 7:30 p.m. CONSENT AGENDA

a. FINDINGS OF FACT

i. Jordan Design Review Modification – Approval

Motion to approve findings of fact.

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

b. APPROVAL OF MINUTES

- i. May 11, 2015 Site Visits**
- ii. May 26, 2015**
- iii. May 26, 2015 Site Visits**

Staff will make recommended changes.

A motion was made to approve the May 11, 5015 site visits and the May 26, 2015 Site Visits. The May 26, 2015 minutes will be continued to June 22, 2015

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

9. EST 7:35 p.m. FUTURE PROJECTS AND NOTICING REQUIREMENTS

Morgan stated that the Simplot property owners had asked to vacate the bike trail that runs through their property and reconstruct it in the public right of way. Commissioner Cook suggested that uses may be limited by the railroad agreement and suggested that the city refer to Dick Fossberry, at Galena Engineering for more information.

Morgan stated that Thunder Springs is still working on their PUD proposal. The Development Agreement Amendments will be heard by the City Council and the Design Review will be heard by the Planning and Zoning Commission.

10. EST 7:40 p.m. STAFF REPORTS & CITY COUNCIL MEETING UPDATE

Morgan stated that the City Council approved the zoning amendment Phase I. The first meeting in July will be the 3rd reading. Morgan spoke to Sterling Codifiers about codification time.

Commissioner Cook asked about the City Council's understanding of the Warm Springs gateway and expressed frustration. Morgan stated that during the resolution adoption, the subject wasn't communicated as it should have been but now there is clear understanding. Morgan stated that he would look into it.

11. EST 7:45 p.m. Commission reports and ex parte discussion or disclosure

Commissioner Doty stated that there is a lot of public discussion and unhappiness about the new right of way policy. Members of the public have come to him to complain. Morgan stated that this approach may have come out of the comprehensive plan.

Commissioner Cook asked about the five parking spaces reserved for construction on East Avenue between First and Second Street. Staff will look into this.

12. ADJOURNMENT

Motion to adjourn at 8:00 p.m.

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



Steve Cook, Chairperson
Planning and Zoning Commission