



Planning and Zoning

Regular Meeting

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

~ Minutes ~

Meetings are Video Recorded

Monday, April 27, 2015

5:30 PM

Ketchum City Hall

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

Staff: Micah Austin, Director of Planning and Building
Morgan Brim, Senior Planner

1. OPENING OF MEETING

Commissioner Steve Cook called the meeting to order at 5:33 pm and welcomed new Commissioner Betsy Mizell to her first meeting.

2. PUBLIC COMMENT - This is an opportunity for the public to speak with the Commission about issues and ideas not on the agenda.

Commissioner Steve asked for public comment. There was none.

3. Election of Officers

Commissioner Steve Cook asked for nominations for the positions of chair and vice chair of the Planning and Zoning Commission, stating that the two positions could be combined; a nomination was made by Michael Doty and seconded by Jeff Lamoureux to elect Steve Cook as Chairperson. A nomination was made by Erin Smith and seconded by Steve Cook to elect Jeff Lamoureux as Vice Chairperson.

Motion to elect Steve Cook to Chairperson and Jeff Lamoureux to Vice Chairperson.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Doty
SECONDER:	Erin Smith
AYES:	Steve Cook Chairperson, Jeff Lamoureux Vice Chairperson, Michael Doty, Erin Smith, Betsy Mizell
RECUSE:	None

4. PUBLIC HEARING regarding City-initiated text amendments to the City of Ketchum Municipal Code to repeal and replace Ordinance 208, Title 17, Zoning Code including subsequent amendments, in its entirety. The proposed amendments are intended to restructure the zoning ordinance district uses, dimensional standards, parking/signage requirements, to establish development standards, to eliminate redundancies and internal conflicts and to align zoning regulations with State statute.

Commissioner Steve Cook commented that this item was continued from the April 13th meeting and this is the first public hearing. He then read the agenda item.

Senior Planner Morgan Brim presented by giving a power point presentation. He went over slides for Phase 1 including Zoning Ordinance Update for Title 17, Ketchum Municipal Code, structural changes, zoning districts chapter, district use matrix, chapters deleted 17.36 17.108 17.11 17.120 17.142, chapters renamed and substantially altered, 17.08 17.12 17.16 thru 17.80 17.18 17.96, 17.124 17.125 17.127. He continued his slide presentation structural vs. regulatory, regulatory changes, ADU, AHO, Urban Agriculture, Avalanche, Aligning with state and federal law, amendments since staff report was issued, section 17.08.020 The lodging establishment definition was amended to include cooking facility allowances and a requirement for at least six guestrooms and 17.125.050 changed from gross floor area to a net floor area parking calculation.

There was discussion between Staff and the Commission regarding a 10% to 15% reduction in parking due to the change from gross floor area to net floor area parking calculation.

Commissioner Steve Cook asked what the timeline is for Phase II. Morgan Brim clarified that he would like to start phase II in May. He talked about breaking it up into small phases.

Commissioner Steve Cook asked for public comment:

David Patrie from BCHA stated that they provided a letter regarding their comments. He has been working with city staff on changes in Phase I and is looking forward to working with them on Phase II. He commented that this is a monumental task that staff had taken on. He gave an example of how BCHA worked with the County on their comprehensive plan and how it had been broken down into small phases.

Commissioner Steve Cook closed public comment.

The Commissioners deliberated the amendment change; gross floor area vs. net floor area and decided to move it to Phase II.

Senior Planner Morgan Brim went over the slide for Phase II items 1 through 11.

The Commissioners deliberated the 10 ft overrun for elevated rooftops. Commissioners talked about having guidelines for rooftops, guardrails and mechanical equipment. They are concerned that rooftops could be completely open to build and would open it up for other items.

Director of Planning and Building Micah Austin stated that it should be a category and commented on the Limelight Hotel coming to the Commission for review. He added there should be limitations for mechanical and equipment. He added that he had worked for another city that had written an ordinance that was about five pages long to use as a guide for applicants.

Commissioner Jeff Lamoureux asked if a draft guideline document could be created and made available to the public. Morgan Brim answered it could. Jeff Lamoureux requested that the draft guideline document go in concurrence with the ordinance.

Motion to recommend approval to the City Council of an ordinance for Phase one of three to repeal and replace Ordinance 208, Title 17 Zoning Code, of the Ketchum Municipal Code including subsequent amendments, in its entirety. The proposed amendments are intended to restructure the zoning ordinance district uses, dimensional standards, parking/signage requirements, to establish development standards, to eliminate redundancies and internal conflicts and to align zoning regulations with State statute.

RESULT: APPROVED [UNANIMOUS]
MOVER: Michael Doty
SECONDER: Jeff Lamoureux Vice Chairperson
AYES: Steve Cook Chairperson, Jeff Lamoureux Vice Chairperson, Michael Doty, Erin Smith, Betsy Mizell
RECUSE: None

5. CONSIDERATION (CONTINUED TO MAY 11, 2015) upon the application of Wes and Carole Armand for a Floodplain Development Permit for an addition to an existing home in the Floodplain Overlay at 460 Wood River Drive

Commissioner Steve Cook read the consideration and continued it to May 11, 2015.

Motion to continue.

RESULT: APPROVED [UNANIMOUS]
MOVER: Steve Cook Chairperson
SECONDER: Jeff Lamoureux Vice Chairperson
AYES: Steve Cook Chairperson, Jeff Lamoureux Vice Chairperson, Michael Doty, Erin Smith, Betsy Mizell
RECUSE: None

6. CONSENT AGENDA

a. APPROVAL OF MINUTES

i. February 23, 2015

Staff took notes of changes to the minutes.

ii. April 13, 2015

Staff took notes of changes to the minutes.

Motion to approve with changes.

RESULT: APPROVED [UNANIMOUS]
MOVER: Jeff Lamoureux Vice Chairperson
SECONDER: Michael Doty
AYES: Steve Cook Chairperson, Jeff Lamoureux Vice Chairperson, Michael Doty, Erin Smith, Betsy Mizell
RESUCE: None

7. FUTURE PROJECTS AND NOTICING REQUIREMENTS

Senior Planner Morgan Brim pointed out to the Commissioners that on the back page of the power point Phase II 1-11. He suggested that May 26th would be a good time for a Phase II workshop.

8. STAFF REPORTS & CITY COUNCIL MEETING UPDATE

Director of Planning and Building Micah Austin gave the commission a recap on the Limelight Hotel Design Review Subcommittee meeting on April 22nd. Ten items were addressed. Items approved were finish materials, bike racks and locations, utility meters and screening, roof top mechanical equipment, master site plan, drainage, and sidewalks and curbs. Three items were not approved outdoor lighting, fence and wall designs, and city trees. Mr. Austin stated that roof top mechanical equipment is 10 ft lower than what the Commissioners saw. He added that the sign plan was approved conditionally and will be reviewed by staff and then asked for questions from Commissioners.

Commissioner Steve Cook asked Micah how he felt the sub committee is working. Micah Austin commented it worked really well.

Mr. Austin commented on training that is coming up from the AIC, a one day training that will include legislative updates that will impact Planning and Zoning. He invited the Commissioners to attend.

Mr. Austin asked if the meeting for August could be changed from August 24 so that the City Council could have their budget hearing. They would like them to move the Planning and Zoning meeting to a different day. The Commission chose Tuesday, August 25, 2015.

Commissioner Erin Smith asked about the Kith and Kin property she stated the little building didn't look like that before? Mr. Austin answered that the contractor has been red tagged, the building is two feet higher than approved and is out of compliance, we are having them take it down two feet. He added that staff aware of the violation. Steve Cook asked Micah to keep the Commission informed.

9. Commission reports and ex parte discussion or disclosure


Commissioner Steve Cook asked what's going on with the south East Ave sidewalk widening. Micah Austin explained that the contractor was served with a stop work order due to an anonymous report. The Building Inspector has inspected for Final Inspection. Mr. Austin stated that he was not aware of issues with the sidewalks, this is part of the approval process and staff will look into it. Jeff Lamoureux asked if they had received their CofO. Micah Austin responded he would check on that.

Commissioner Jeff Lamoureux asked about the property on Bald Mountain Roads fence being 6ft high? He stated it was too high and that all the other fences on Warm Springs were 4ft. Micah Austin commented it could be 4ft on front yard and 6ft high on the back. He added there are some other fences on Warm Springs that are 6ft.

10. ADJOURNMENT

Motion to adjourn at 7:28 p.m.

RESULT: APPROVED [UNANIMOUS]
MOVER: Michael Doty
SECONDER: Jeff Lamoureux Vice Chairperson
AYES: Steve Cook Chairperson, Jeff Lamoureux Vice Chairperson, Michael Doty,
Erin Smith, Betsy Mizell
RECUSE: None



Steve Cook, Chairperson
Ketchum Planning and Zoning Commission