



Planning and Zoning

Regular Meeting

~ Minutes ~

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

Meetings are video recorded

(208) 726-7801

Monday, March 23, 2015

5:30 PM

Ketchum City Hall

Commissioners Present: Deborah Burns, Chairperson
Steve Cook, Vice Chairperson
Erin Smith
Mike Doty

Commissioners Absent: Jeff Lamoureux

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

1. CALL TO ORDER

Chairperson Deborah Burns called the meeting to order at 5:36 p.m.

1. OPENING OF MEETING

Chairperson Deborah Burns commented that tonight was the last time she would chair a meeting and the City had a replacement.

Micah Austin added that Betsy Mizell was appointed to the seat during the last Planning and Zoning meeting.

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

There was no public comment at this time.

3. CONSIDERATION upon the application from Jim and Naomi Ellison for Mountain Overlay Design Review for a new residence at 900 Walnut Avenue North

Deborah Burns read the application for consideration.

Morgan Brim presented the Staff Report. Brim commented that the Planning and Zoning Commission had already reviewed the application during the pre-application process; he mentioned that the applicant had provided more detail on drainage and overall right of way. The driveway connects to the right of way and visibility of the residence from the public right of way is limited. He stated that Street Superintendent Brian Christiansen was present to provide more information on the right of way issues. The applicant will provide more information on the zoning and drainage issues in his presentation.

Morgan Brim stated that Staff recommends approval of this application. Public Works Department had reviewed it, and they are working with the applicant on right of way issues.

Steve Cook questioned the conditions for right of way and asked that the outline used in the Public Works section of the Staff Report be used for those conditions.

Karen Sherrerd, representative for the applicant presented the proposal. She explained the property grades, driveway and drainage changes, front door design and its relationship between the property and neighboring property. She reviewed the landscape plan and stated that the fire issues have been satisfied. She also, went over in detail the three rock gardens that will be built on the property.

Brian Christiansen explained the right of way design, giving a detailed explanation of how the grounds would be kept and its functional purpose including drainage during the winter. He stated that the design represented the minimum of Street Department needs and pointed out the applicant has been cooperative with all changes requested by the City. He commented on parking and had no problems with the application.

The Commissioners questioned the right of way irrigation, seeding of the area, building height, landscaping by the front door, asphalt or pavers for the driveway and costs for the portion in the right of way. They also, questioned the two drywells and the possibility of overflow.

Brian Christiansen clarified that the irrigation issues and the possibility of temporary irrigation, stating that details were still being worked out. He explained he had been given direction by the City Council to have no irrigation in City right of ways and new standards and practices are being developed at this time. He stated the application might have been clearer if it said "no permanent irrigation". He also, mentioned that the applicant might use pavers in the right of way.

Don Boss, AIA Boss & Agnew Architects clarified top soil could be used, and some sort of hydro seeding, and spoke about dry wells for drainage.

Steve asked about the cost of the work? Is it a partnership between the City and the Applicant?

Karen Sherrerd clarified driveway asphalt or pavers and the cost, stating the applicant had agreed to cover the cost of the portion in the right of way and the City Street Department will maintain the improvements.

There was no Public Comment.

Deborah Burns questioned who is responsible for signage?

Morgan Brim stated that signage would be at the discretion of the Public Works Director, CIP is relatively cheap and the signage is relatively minor.

Brian Christiansen clarified that signage wasn't an issue and he didn't foresee any problems stating the money is in the budget.

Morgan Brim stated that the language in the staff report in section 8 would be changed to read "no permanent irrigation in the right of way".

Steve Cook questioned when the Commission would get confirmation that the signage has been done and stated his concern for public parking in correlation with the Ellison's driveway.

Morgan Brim agreed that once public works figures it out they will bring something back to the Commission. He stated that he will speak with the Public Works director and ask what's budgeted. He also suggested the addition of condition number 11 stating that the Commission strongly recommends that the Public Works Department install signage at the corner of 9th Street and Walnut Ave. and at the paved portion of the improved right of way on Walnut Ave. to designate trail head parking. Additionally the Commission recommends that the Public Works Department prioritize the installation of said signage.

Brian Christiansen stated signage was inexpensive and that they have money in the budget.

Steve Cook questioned stabilization.

Steve Bulter Project Engineer clarified the two drywells would overflow north and water would slide over the slopes.

Michael Doty questioned site plan 30.1. He asked for clarification of the shifting of the house?

Applicant Jim Ellison spoke about building height changes that were made created a more natural grade, stating those changes were made to accommodate the Commission.

Michael Doty asked for further clarity.

Karen Sherrerd clarified a discrepancy between the building height and the landscape plan stating they were in agreement and in compliance now.

The Commission asked for clarification of the new embankment wondering if it was safe?

Karen Sherrerd answered by giving details on the grade height and slope, explaining that it was safe.

Steve Cook motioned "This project does meet the Ketchum standard of approval under Chapter 17.104 and 17.132 of Ketchum Zoning Code Title 17, only if the following conditions of approval are met 1-11 as amended".

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

4. **PUBLIC HEARING upon the application of Dennis and Gwen Raney for Design Review of an Accessory Dwelling Unit, at Northwood PUD # 1 Lot 13 (115 Graduate Drive) for a 1,558 square foot accessory dwelling unit (ADU) in conjunction with an addition to an existing single-family residence.**

Deborah Burns read the application for public hearing.

Morgan Brim presented the Staff Report. He mentioned the applicant was present to provide details. He commented that the application did not change the existing residence or the height. The applicant is requesting to add an ADU to the existing two (2) story garage that will contain an 883 square foot guest dwelling unit. He stated the ADU meets city requirements. He then went over the parking issues and explained the requirements of 1 stall for each 1 bedroom unit are met.

Steve Cook asked for an overview of the scope of work to be done.

Applicant Dennis Raney explained the plan to enclose their existing covered patio and included that they would only be adding a small space to the patio.

Micah Austin stated that the Commission was only approving the ADU tonight and the project would require a building permit.

Dennis Raney presented explaining the changes that were to be made.

The Commissioners deliberated.

Deborah Burns asked for public comment. There was none.

Steve Cook motioned "approval of the ADU Design Review by Dennis and Gwen Raney, with conditions 1-9".

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

5. CONSIDERATION of the application by Thomas Monge and Elmar Graber for Townhouse Subdivision Final Plat for a four (4) unit townhouse development, Vue Townhomes, at Lot 19 Parkwood Subdivision (105 Pinewood Lane).

Deborah Burns read the application for consideration.

Mike Doty recused himself as a member of the applicant team.

Micah Austin stated that the Commission should already be familiar with the project as it came before them in January in the preliminary plat phase and pointed out the project was well on it's way to completion. The application had already been before City Council and the Commissioners were approving the Final Plat at this time. He stated that the project met City standards without conditions. He explained that after approval from the Commission the application would go before City Council. He commented that no public comments had been made. He stated the City did have public interaction with two different attorneys, aside from the Commission review and City's review there is a civil case against the project. Staff recommends approval of the application.

Deborah Burns opened for public comment.

Bruce Smith PLS, Alpine Enterprises, representing the applicant explained there is a name change for the client to Infinity Project LLC, same people just a name change.

There were no more public comments.

Steve Cook motioned to approve the application for Thomas Monge and Elmar Graber for Townhouse Subdivision Final Plat for a four (4) unit townhouse development, Vue Townhomes, at Lot 19 Parkwood Subdivision (105 Pinewood Lane) with conditions 1-9.

RESULT: APPROVED [UNANIMOUS]
MOVER: Steve Cook Vice Chairperson
SECONDER: Erin Smith
AYES: Deborah Burns Chairperson
ABSENT: Jeff Lamoureux
RECUSED: Mike Doty

6. CONSIDERATION upon the application by 300 West Sixth Street LLC., for Townhouse Subdivision Final Plat for a two unit, residential townhouse development at 300 West Sixth Street (Lot 1 Block 74, Ketchum Townsite).

Deborah Burns read the application for consideration.

Micah Austin presented the application and stated that it is identical to the previous Townhome application. He recommended approval without conditions and asked for questions.

Erin Smith commented that the application language on the back page listed the old name.

Micah Austin stated it would have to be changed.

Steve Cook questioned the front page language stated it read preliminary and should be changed to Final Plat.

Micah Austin agreed it should be changed.

Deborah Burns opened for public comment.

Bruce Smith, PLS, Alpine Enterprises representative for the client explained there was a name change for the client and the application should be changed to Base Camp Townhomes.

Steve Cook motioned "to recommend approval to the City Council Base Camp Townhomes formerly know as 300 West Sixth Street LLC at 300 West Sixth Street, Lot 1, Block 74, Ketchum Townsite, with conditions 1-9"

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

7. Zoning Code Re-write Work Session.

6:55pm Commissioner Deborah Burns requested to move the work session to the end, the Commissioners and Staff agreed.

The Commission took a 10 minute break. The Zoning code Re-write Work session began at 7:23 P.M.

Morgan Brim presented the changes to the Zoning Code to Commission during the workshop and agreed to have a full draft completed by Monday.

8. CONSENT AGENDA**a. FINDINGS OF FACT**

- i. Heinz Streambank Floodplain Design Review – Approved**
- ii. Limelight Hotel Design Review Modification – Approved**

The Commission reviewed the Findings of Fact document in detail with Micah Austin, requested changes be made in items 2, 4, 5, 7, 9, 11 and the language in the sections of stairways and rooftops.

Micah Austin commented he wasn't comfortable passing the application at this time and stated the applicant hadn't requested the findings be read. He suggested that the Commission have a reading on April 2, 2015.

Deborah Burns asked for a motion to make the suggested changes and continue the adoption of the findings of fact to the special meeting on April 2, 2015.

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

b. APPROVAL OF MINUTES**i. September 22, 2014:**

Deborah Burns made a motion to approve.

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

9. FUTURE PROJECTS AND NOTICING REQUIREMENTS

None presented.

10. STAFF REPORTS & CITY COUNCIL MEETING UPDATE

None presented.

11. Commission reports and ex parte discussion or disclosure

None

12. ADJOURNMENT

Deborah Burns made a motion to adjourn at 9:00 p.m.

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



Steve Cook, Vice Chair
Planning and Zoning Commission