



**CITY OF KETCHUM, IDAHO**

REGULAR PLANNING AND ZONING MEETING

Tuesday, January 11, 2022, 4:30 PM

191 5th Street West, Ketchum, Idaho

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**Agenda**

**PUBLIC PARTICIPATION INFORMATION**

Public information on this meeting is posted outside City Hall.

**We welcome you to watch Planning and Zoning Meetings via live stream.**

You will find this option on our website at [www.ketchumidaho.org/meetings](http://www.ketchumidaho.org/meetings).

**If you would like to comment on a public hearing agenda item, please select the best option for your participation:**

1. Join us via Zoom (*please mute your device until called upon*).  
**Join the Webinar:** <https://ketchumidaho-org.zoom.us/j/88937856307>  
Webinar ID: 889 3785 6307
2. Address the Commission in person at City Hall (*masks are required in Council Chambers and seating has been arranged per the required social distance of 6'*).
3. Submit your comments in writing at [participate@ketchumidaho.org](mailto:participate@ketchumidaho.org) (*by noon the day of the meeting*).

*This agenda is subject to revisions. All revisions will be underlined.*

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**CALL TO ORDER:**

**ROLL CALL:**

**COMMUNICATIONS FROM COMMISSIONERS:**

**CONSENT AGENDA:**

HYPERLINK "appIS26659f62dab643c7af3d10c45aeb4ab9" Note re: ALL ACTION ITEMS - The Commission is asked to approve the following listed items by a single vote, except for any items that a Commission member asks to be removed from the Consent Agenda and considered separately.

1. ACTION ITEM: Approve minutes of December 14, 2021.
2. ACTION ITEM: Recommendation to approve Findings of Fact, Conclusions of Law, and Decision for 106 Neils Way Amendment to the Official Zone District Map.

**PUBLIC HEARING:**

**NEW BUSINESS: (no public comment required)**

3. Update to Planning and Zoning Commission on the Ketchum Housing Action Plan.

4. [Pre-Design Review Application P21-097 for 460 N Main Street Mixed Use Project, David Wilson Applicant and Michael Bulls Architect.](#)
5. [Planning and Zoning Commission Discussion on Hotel Development Impacts and Possible Mitigation Strategies and Conditions.](#)

**ADJOURNMENT:**



**Planning and Zoning Commission Regular Meeting Minutes**

Tuesday, December 14, 2021, at 4:30 PM

Ketchum City Hall

191 5<sup>th</sup> Street West, Ketchum, ID 83340

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**CALL TO ORDER**

The meeting was called to order at 4:30 p.m. by Chairman, Neil Morrow.

**PRESENT**

Chairman, Neil Morrow

Vice-Chairman, Mattie Mead

Commissioner, Brenda Moczygemba

Commissioner, Tim Carter

Commissioner, Spencer Cordovano

**OTHER STAFF**

Director, Planning and Building - Suzanne Frick

Senior Planner - Morgan Landers

Senior Planner - Abby Rivin

Planner - Adam Crutcher

**COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE**

Chairman, Neil Morrow expressed welcoming to Commissioner, Spencer Cordovano.

**CONSENT CALENDAR — ACTION ITEMS**

1. ACTION - Minutes of November 30, 2021.

Commissioner, Tim Carter asked the Minutes record on November 30, 2021, Commissioners discussed Community Housing after the meeting ended.

**Motion to approve the minutes, as corrected. Motion made by Commissioner, Brenda Moczygemba, Seconded by Commissioner, Tim Carter. Voting Yea: Morrow, Mead, Moczygemba, Carter, Cordovano.**

2. ACTION: Recommendation to Approve Findings of Fact for Design Review for 3020 Warm Springs Road, Waddell-Roush Townhouses.

**Motion to approve findings of facts for design review on the Waddell-Roush Townhouses. Motion made by Commissioner, Brenda Moczygemba, Seconded by Commissioner, Tim Carter. Voting Yea: Morrow, Moczygemba, Carter, Cordovano. Mead recused.**

3. ACTION: Recommendation to Approve Findings of Fact for Design Review for 119 Sage Road.

**Motion to approve findings of fact for Design Review for 119 Sage Road. Motion made by Commissioner, Brenda Moczygemba, Seconded by Commissioner, Mattie Mead. Voting Yea: Morrow, Mead, Moczygemba, Carter, Cordovano.**

**PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF – ACTION ITEMS**

- 4. ACTION: Recommendation to approve Design Review for 380 1<sup>st</sup> Avenue.

Commissioner, Brenda Moczygemba recused herself and presented for the applicant Williams Partners Architects.

Chairman, Neil Morrow invited public comment.

No public comment was given.

Commissioners discussed the project with staff and the applicant.

**Motion to approve design review for 380 1<sup>st</sup> Avenue. Motion made by Commissioner, Tim Carter, Seconded by Commissioner, Mattie Mead. Voting Yea: Morrow, Mead, Carter, Cordovano. Brenda Moczygemba, recused.**

- 5. ACTION: Recommendation to approve rezoning for 104 Neils Way to change the zoning from Limited Residential One Acre to Limited Residential LR.

Senior Planner, Morgan Landers shared a presentation with the Commission.

Chairman, Neil Morrow invited public comment.

No public comment.

**Applicants**

Applicant, Mark Reisinger	Video 01:18:15
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Commissioners discussed the project.

**Motion to approve rezoning for 104 Neils Way to Limited Residential LR. Motion made by Commissioner, Tim Carter, Seconded by Commissioner, Spencer Cordovano. Voting Yea: Morrow, Mead, Moczygemba, Carter, Cordovano.**

- 6. ACTION: Recommendation to approve Mountain Overlay Design Review for 215 Gem Street.

Associate Planner, Adam Crutcher shared a presentation with the Commission.

Chairman, Neil Morrow invited public comment.

No public comment.

**Applicants**

Applicant, Steve Cook	Video 01:26:40
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Commissioners discussed the project with staff and the applicant.

**Motion to approve Mountain Overlay Design Review for 215 Gem Street, with conditions. Motion made by Commissioner, Mattie Mead, Seconded by Commissioner, Tim Carter. Voting Yea: Morrow, Mead, Moczygemba, Carter, Cordovano.**

**NEW BUSINESS**

- 7. ACTION: Recommendation to approve Planning and Zoning Commission Zoning Code Interpretation 21-003 for permitted outdoor amenities within setback areas.

The commission and staff discussed how to interpret code permitting outdoor amenities and setback areas.

**Motion to approve Code Interpretation 21-003 for permitted outdoor amenities within setback areas. Motion made by Commissioner, Brenda Moczygemba, Seconded by Commissioner, Tim Carter. Voting Yea: Morrow, Mead, Moczygemba, Carter, Cordovano.**

- 8. ACTION: Recommendation to approve Planning and Zoning Commission Zoning Code Interpretation 21-004 for permitted structures within setback areas.

The commission and staff discussed how to interpret code for permitted structures within setback areas.

**Motion to approve Code Interpretation 21-004 for permitted structures within setback areas. Motion made by Commissioner, Tim Carter, Seconded by Commissioner, Brenda Moczygemba. Voting Yea: Morrow, Mead, Moczygemba, Carter, Cordovano.**

**STAFF REPORTS & CITY COUNCIL MEETING UPDATE**

Director, Planning and Building, Suzanne Frick, provided the Commission with an update on recent Historical Preservation Commission and City Council meetings.

Commissioners discussed Community Housing considering their recent review of the Marriott, PEG Hotel application. The Commission asked staff to assist in providing direction on ‘potential conditions’ the Commission can discuss and apply to development applications.

**ADJOURNMENT**

**Motion to adjourn at 6:51 p.m. Motion made by Vice-Chairman, Mattie Mead, Seconded by Commissioner, Tim Carter. Voting Yea: Morrow, Mead, Moczygemba, Carter, Cordovano.**

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Chairman, Neil Morrow  
Planning and Zoning Commission

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Secretary, Tara Fenwick



City of Ketchum  
Planning & Building

IN RE: )  
)  
104 Neils Way ) KETCHUM PLANNING AND ZONING COMMISSION  
Zoning Map Amendment ) FINDINGS OF FACT, CONCLUSIONS OF LAW, AND  
Date: January 11, 2022 ) DECISION  
)  
File Number: P21-057 )

**PROJECT:** 104 Neils Way Rezone  
**APPLICATION TYPE:** Amendment to the Official Zone District Map (Rezone)  
**FILE NUMBER:** P21-057  
**ASSOCIATED APPLICATIONS:** None  
**REPRESENTATIVE:** Mark Reitingner (Owner)  
**OWNER:** Mark Reitingner  
**LOCATION:** 104 Neils Way – Lot 3, Mortgage Row Subdivision  
**ZONING:** Limited Residential – One Acre (LR-1)  
**OVERLAY:** None

**RECORD OF PROCEEDINGS**

The City of Ketchum received the application for amendment to the zone district map on June 22, 2021. The application was deemed complete on October 14, 2021, after one review for completeness.

A public hearing notice for the project was mailed to all owners of property within 300 feet of the project site and all political subdivisions on November 24, 2021. The public hearing notice was published in the Idaho Mountain Express and the city’s website on November 24, 2021. A notice was posted on the project site on November 24, 2021.

The Planning and Zoning Commission (the “Commission”) considered the 104 Neils Way Rezone Application (Application No. P21-057) during a regular meeting on December 14, 2021. After

considering Staff’s analysis, the applicant’s presentation, and public comment, the Commission unanimously recommended approval of the rezone application to the City Council.

### **BACKGROUND**

The Applicant is requesting to rezone Lot 3 of the Mortgage Row Subdivision, located at 104 Neils Way (the “subject property”) to Limited Residential (LR). The subject property is currently zoned Limited Residential – One Acre (LR-1) and includes an existing single family dwelling unit built in 1950 and a detached garage. The property owner currently owns and resides at the adjacent property, 106 Neils Way. As described in the cover letter included in the application materials, the applicant intends to demolish the existing dwelling unit on the subject property and build a new single family dwelling unit designed to meet accessibility needs with a detached garage including a shop, accessory dwelling unit, and personal art studio.

The Mortgage Row Subdivision was annexed into the City of Ketchum from unincorporated Blaine County in 1993. At that time, the lots were assigned the zoning designation of Limited Residential One Acre (LR-1). The Mortgage Row Subdivision is primarily comprised of single-family dwellings, however there are some multi-family and commercial uses including a retail store and gas station, auto-related uses, and commercial storage. Lots in the subdivision range in size from +/- 12,000 to 35,000 sq ft.

At the time of annexation, all lots were non-conforming due to lot size and some lots contained non-conforming structures due to setback requirements from Highway 75. Over time, the area has seen some subdivision of property and amendments to the zone district map.

### **FINDINGS OF FACT**

The Commission, having reviewed the entire project record, provided notice, and conducted the required public hearing, does hereby make and set forth these Findings of Fact, Conclusions of Law, and Decision as follows:

#### **FINDINGS REGARDING CONFORMANCE WITH THE COMPREHENSIVE PLAN**

According to Idaho Statute, the city consulted the adopted comprehensive plan when considering the requested amendment to the official zoning map. The City of Ketchum adopted the 2014 Comprehensive Plan (the “plan”) on February 18, 2014. To evaluate the rezone request, the Commission compared the two zone districts to determine the potential changes facilitated by the rezone and compared those changes to the goals, policies, and Future Land Use Map (CLUM) of the plan.

#### *Zone District Comparison*

The permitted uses in the LR and LR-1 zone districts are identical. The substantive changes between the two districts are in the dimensional limitations. Table 1 outlines the difference between the two zone districts. All dimensional limitations are the same except for lot area, lot width, setbacks from Highway 75, and maximum building coverage.

**Table 1: Zone District Comparison Chart**

	<b>Existing Zone District:</b> Limited Residential One Acre (LR-1)	<b>Requested Zone District:</b> Limited Residential (LR)
Minimum Lot Size	1 acre	9,000 sq ft
Average Width of Lot	100 ft	80 ft
HWY 75 Setbacks	80 ft	Where the street width is 66 ft, all buildings shall be set back a minimum of 32 ft. Where the street width is 80 ft, all buildings shall be set back a minimum of 25 ft.
Front Setback	15'	15'
Side Setback	> of 1' for every 2' in building height, or 10'	> of 1' for every 2' in building height, or 10'
Rear Setback	20'	20'
Maximum Building Coverage	25%	35%
Building Height	35'	35'

Dimensional limitations serve to manage the location and size of buildings on a piece of property. In general, the LR zone district is less restrictive than LR-1. The change would allow for a greater buildable area with a larger amount of square footage permitted. Below is a discussion of potential outcomes of the rezone based on changes in dimensional limitations:

- Minimum lot area and minimum lot width – No change anticipated - although the minimum lot area would decrease from one acre to 9,000 square feet, further subdivision of the property would not be permitted. The minimum lot width in the LR zone is 80 feet and the width of the subject property is 100 feet. A minimum width of 160 feet would be needed to subdivide the property into two lots. The applicant owns the subject property and the adjacent lot to the south. Lot consolidation is a potential, however, that potential exists with the current zoning and would not change with the requested rezone.
- Maximum Building Coverage – change anticipated – The total lot area is 17,380 square feet. Under the current zoning, a total of 4,345 square feet of lot coverage is permitted. If the rezone were approved, 6,083 square feet of lot coverage would be permitted, a

40% increase. Although this is a change, the change is minimal as the rezone does not create changes to the permitted building height or side setbacks to adjacent properties. Changes to building height and setbacks would create a greater impact on surrounding properties than an increase in lot coverage.

- Highway 75 setback – change anticipated – Currently, the required setback from Highway 75 is 80 feet. All existing structures on the property are fully within the 80-foot setback, therefore, no additions to the existing structures are permitted as additions would increase the non-conformity of the structures. Reducing the setback to 32 feet could facilitate an addition to the existing structure, however, that is not the stated intent of the applicant. The applicant’s intent is to demolish the existing structures and redevelop the property. Under the current zone district, redevelopment of the property would require structures be placed 80 feet or more from Highway 75. Under the requested zoning, structures could be placed 32 feet from Highway 75, increasing the amount of buildable area on the site and decreasing the distance from Highway 75 to structures. Although this may seem a large concession, most properties along Highway 75 in this area are within the 80-foot setback. For example, the structures existing on the subject property are set back approximately 35 feet. To the north and south, there are only three properties along Highway 75 that meet the 80-foot setback requirement. Therefore, redevelopment of the property under the LR zone district would not result in a development pattern out of character or scale for this neighborhood.

In summary, although redevelopment of the property will look much different from what exists on the property today, the difference between what is currently permitted and what would be permitted under the requested zone district is minimal.

#### *Conformance with the Comprehensive Plan*

The City of Ketchum adopted the 2014 Comprehensive Plan (the “plan”) on February 18, 2014. The plan outlines the community vision and core values for the city. Using those, the plan outlines goals and policy objectives to reach key goals for the community related to the economy, housing, neighborhoods, parks and recreation, open space, public safety, and others. The plan also includes a FLUM that identifies possible future land uses for properties to achieve desirable land use patterns for the city. To support an application for rezone, the Commission must determine that the rezone forwards the goals and objectives of the Comprehensive Plan and aligns with the future vision for the property as designated in the FLUM.

The plan has limited references to the Mortgage Row neighborhood other than callouts in the buildout analysis, however, the plan includes goals and policies in Chapter 3: *Housing* and Chapter 4: *Community Design and Neighborhoods* that relate to the proposed application.

- *Chapter 3: Housing* - Policy H-1.5 Accessory Dwelling Units - The community will continue to support and encourage construction of accessory dwelling units within residential areas as a means to provide affordable housing.

- Accessory dwelling units are a permitted accessory use in both the current and requested zone districts. However, the current setback requirement of 80 feet from Highway 75 limits the area that new structures can be located. A reduced setback from Highway 75 would provide for more design flexibility to accommodate an accessory dwelling unit on the property.
- *Chapter 3: Housing* - Policy H-3.3 Housing Designs and Floor Plans for an Aging and Special Needs Populations - The City should encourage new housing units and the retrofit of existing units, with basic accessibility features, such as zero-step entrances, doorways with wider clear passage, and first-floor bedrooms and bathrooms with maneuvering room for people with mobility limitations.
  - The applicant has indicated that a change in the zoning would allow for more design flexibility to accommodate a new home that meets their accessibility needs. Residences desirable for an aging population often utilize a ranch style type of design, one story that occupies a larger footprint on the property. Due to the large size of the lot, redevelopment of the property with the desired outcomes is possible under the current zone district, but the requested zone district allows for more design flexibility for a variety of potential floor plans and layout of the property with primary and accessory uses.
- *Chapter 4: Community Design and Neighborhoods* - Policy CD-1.3 Compatible Infill and Redevelopment Projects Infill and redevelopment projects should be contextually appropriate to the neighborhood and development in which they will occur. Context refers to the natural and manmade features adjoining a development site; it does not imply a certain style.
  - As discussed in the comparison of the zone districts, the zone change would not result in a development pattern out of context with the surrounding neighborhood as many of the properties have reduced setbacks to Highway 75 with the same or similar limitations on building height, side setbacks and lot coverage.
- *Chapter 4: Community Design and Neighborhoods* - Policy CD-3.2 Transitional Residential Development Compatible with the Rural Landscape - Transitional residential areas at the fringe of the city or within the Area of City Impact should include rural design elements or be clustered to maintain the rural landscape.
  - The change of zone district does not increase the density of the property or change the intensity of the use above what is permitted today. The Mortgage Row area is a transitional residential area indicative of large lots with single family dwelling units and detached garages. The area as a whole is a cluster of residential development surrounded by Weyyakin Ranch to the east, Reinheimer Ranch to the north, and large lot residential to the west. A change in the zone district for this property maintains the rural landscape of the area and does not impact the role the neighborhood plays as a transitional residential development area south of town.

The FLUM of the Plan designates the entirety of Mortgage Row Subdivision as “Medium Density Residential”. Primary uses in the Medium Density Residential area include a broad variety of residential types, including “single-family residences, duplexes, and other attached-unit types”.

Secondary uses include supporting and complementary uses to residential development, such as accessory dwelling units, community gardens, open space and recreation, schools, places of worship, and other public uses. Senior housing facilities are also listed as an appropriate secondary use within this area. The plan identifies West Ketchum and the Warm Springs neighborhoods as good examples of medium density residential. Those neighborhoods are a mix of single-family and multi-family uses with a higher overall density than what exists in the Mortgage Row neighborhood today. Although the requested zone district does not permit multi-family dwelling units, it allows for a larger buildable area of the site and an increase in lot coverage that may facilitate the redevelopment of the property with a primary dwelling unit and accessory dwelling unit that may be challenging to realize under the current zone district.

### **CONCLUSIONS OF LAW**

1. The City of Ketchum is a municipal corporation established in accordance with Article XII of the Constitution of the State of Idaho and Title 50 Idaho Code and is required and has exercised its authority pursuant to the Local Land Use Planning Act codified at Chapter 65 of Title 67 Idaho Code and pursuant to Chapters 3, 9 and 13 of Title 50 Idaho Code to enact the ordinances and regulations, which ordinances are codified in the Ketchum Municipal Code (“KMC”) and are identified in the Findings of Fact and which are herein restated as Conclusions of Law by this reference and which City Ordinances govern the applicant’s Design Review application for the development and use of the project site.
2. The Planning and Zoning Commission has authority to hear the applicant’s application pursuant to Chapter 17.152 of Ketchum Municipal Code Title 17.
3. The City of Ketchum Planning Department provided notice for the review of this application in accordance with Ketchum Municipal Code §17.152.020.
4. The rezone application is governed under Ketchum Municipal Code Chapter 17.152.
5. The 104 Neils Way application meets all applicable standards specified in Title 17 of Ketchum Municipal Code.

### **DECISION**

**THEREFORE**, the Commission **recommends approval** of this rezone application File No. P21-057 this Tuesday, January 11, 2022.

### **CONDITIONS OF APPROVAL**

No conditions of approval are recommended for the application.

Findings of Fact **adopted** this 11<sup>th</sup> day of January 2022.

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Neil Morrow, Chair

City of Ketchum

Planning and Zoning Commission





City of Ketchum  
Planning & Building

STAFF REPORT  
KETCHUM PLANNING AND ZONING COMMISSION  
REGULAR MEETING OF JANUARY 11<sup>th</sup>, 2022

PROJECT: 460 North Main Street Mixed-Use Building

FILE NUMBERS: P21-097

APPLICATION: Pre-Application Design Review

REPRESENTATIVE: Michael Bulls, Ruscitto Latham Blanton Architecture

OWNER: David Wilson, Main Street Realty Partners LLC

LOCATION: 460 N Main Street (Ketchum Townsite: Block 5: Lots 3 & 4)

ZONING: Retail Core Subdistrict of the Community Core (CC-1)

OVERLAY: None

REVIEWER: Abby Rivin, Senior Planner

**460 North Main Street Mixed-Use Building Pre-Application Design Review**

The applicant, property owner David Wilson represented by architect Michael Bulls of Ruscitto Latham Blanton Architecture, has submitted a Pre-Application Design Review for the development of a new 24,501-square-foot mixed-use building located at 460 N Main Street within the Retail Core (CC-1 Zone) of downtown. The mixed-use building will accommodate two retail units on the ground floor, a parking garage with 8 off-street parking spaces, 4 community housing units with private entrances accessed from the alley, and 4 market-rate residential units.

Design Review is required for the development of new mixed-use buildings. The project is subject to Pre-Application Design Review pursuant to Ketchum Municipal Code (KMC) §17.96.010.C.1. The purpose of Pre-Application Design Review is to allow the Commission to exchange ideas and give direction to the applicant on the preliminary design concept in relation to all Design Review criteria and evaluation standards. The Pre-Application facilitates an iterative and collaborative process between the Planning & Zoning Commission, developers, design teams, and the community. This preliminary review allows the Commission to identify design issues, offer constructive advice, and highlight opportunities to improve project. The Commission's feedback helps developers produce high-quality buildings and projects that enhance the character of downtown Ketchum.

## **Formula Sports/Former Post Office Historic A-Frame Demolition**

The Formula Sports/Former Post Office A-Frame on the project site is one of the 27 structures on Ketchum's Historic Building List. The Historic Preservation Commission (HPC) approved the applicant's request to demolish the historic structure on November 2<sup>nd</sup>, 2021. The HPC concluded that the A-Frame merits demolition because the structure cannot reasonably be repaired, restored, or converted to an adaptive reuse without diminishing the historic integrity of the building.

### **Project Location**

The project is located in the heart of downtown Ketchum at the southeast corner of Main and 5<sup>th</sup> streets. Ketchum has grown incrementally through time with an eclectic mix of diverse building types. Main Street's built environment combines repurposed historic buildings, like the Lane Mercantile built in 1887, with more modern development, like the Argyros Theater, to form a textured urban fabric with western mountain charm. The variation of building types and façade identities create unique urban spatial experiences that visually engage pedestrians and activate the streetscape. This redevelopment project will contribute to the character of the community and enhance downtown's built environment through its authentic design and vibrant streetscape.

Blocks in downtown are historically platted into 55-foot-wide lot increments. These platted façade increments along a block create an urban pattern with an authentic rhythm. This project proposes to combine two of these historically platted lots. The 11,000-square-foot site has 110 feet of frontage along Main Street and 100 feet of frontage along 5<sup>th</sup> Street. The project site is the same size as neighboring properties with existing developments on consolidated lots. The project is similar in size and scale to the 491 N Main Street Building, Wells Fargo, the 511 Building, and the Jones Building.

### **Contextual Redevelopment with High-Quality Design and Pedestrian-Friendly Streetscape**

The 460 N Main Mixed-Use Building will enhance Ketchum's mountain-town character and help achieve the community's vision to maintain downtown as a vibrant commercial area where the community gathers. The project design creates an inviting, sociable, interactive, and dynamic place along Main Street.

The proposed mixed-use development is big. The 24,501-square-foot building has a total Floor Area Ratio (FAR) of 2.22. While big, the applicant has sensitively designed the project to complement the existing neighborhood character. The building tucks into the slope created by the site's 8-foot grade change. This reduces the visual appearance of building mass at the alley. This rear elevation (Sheet A4.0) is two stories and 29'-6" in height from the second level floor to the top of the gable end. This building orientation on the sloped site also allows private entrances to be provided for each of the 4 community housing units accessed from a heated, paver pathway along the alleyway. The front façade along Main Street is three stories and 42 feet in height from the ground level floor to the top of the gables ends. The private terraces provided for the upper-level residential units step the building back at the second and third floors. The second-level terraces are 21'-3" and 35'-6" wide stepping the building back 16'-4" from the ground-floor façade. The third-level terraces are each 49 feet wide stepping back the floor 22'-4" from the ground-level and 6' from the second-level façade.

The mixed-use development orients towards Main Street and the street intersection. The building angles at the street corner softening its edge while exposed wood beams distinguish the building corner entrance. The retail units provide an active use at the ground-level that will add vibrancy to both street frontages. The 12-foot first-floor ceiling height enhances the retail use's prominence within

the development. The commercial and residential uses with the building's interior program are visually distinguished through different exterior materials and architectural features. The ground level is defined by natural stone veneer and arches. The arches are equally separated forming a repeating pattern that creates rhythm along the streetscape. The arches project 3 feet from the front and street side facades creating covered spaces for benches and landscaped planters along both street frontages. These public amenities create an activated, pedestrian friendly streetscape. Both the stone arches and wood beams echo the exposed structural elements that characterize alpine architecture and vernacular buildings, like the A-Frame, capable of shedding and withstanding snow loads in the mountains. The roof includes both flat and pitched, gable elements that vary the height of the roofline and provide visual interest.

### **Staff Suggestions to Improve Project**

The fourth-level roof plan on Sheet A2.4 includes a stairwell, elevator, and enclosed corridor to access the rooftop terraces. This feature is contained within the 42-foot maximum height area as measured from the average elevation at the rear property line. Pursuant to Ketchum Municipal Code §17.12.040, the only elements permitted to extend above the roof surface are non-habitable structures, decks with associated amenities, and solar and mechanical equipment. The 289-square-foot enclosed corridor qualifies this feature as a fourth floor. All buildings greater than 48 feet in height or that contain a fourth floor require final approval from the City Council (Ketchum Municipal Code §17.12.040 Footnote 2). Staff suggests the applicant remove the fourth-level stairwell, elevator, and enclosed corridor in their entirety from the roof. This feature provides access to two, 514-square-foot rooftop terraces. More desirable open space is provided for each residential unit through the terraces fronting Main Street. Removing this fourth-floor feature would enhance the design of the mixed-use development by reducing building mass.

The proposed gable roof elements are a defining architectural feature that distinguish this project from the flat-roofed, rectangular-shaped buildings dominating recent downtown infill and redevelopment projects. While adding visual interest, the pitched gables contrast with the semicircular arches at the ground level. The gable roofs compete with the ground-level arches for visual attention. The inclusion of both distinctive elements diminishes the impact of each unique feature. Additionally, the project lacks vertical visual continuity. The ground floor appears completely disconnected from the upper levels. Staff suggests the applicant refine the visual hierarchy created by the arches and gables and unify the design across the three levels of the building.

The second-level floor plan on Sheet A2.2 indicates that a 42" high metal guard protects the edge of the paver pathway along the alley that provides access to the community housing units. Staff suggests the applicant connect this paver pathway to the 5<sup>th</sup> Street sidewalk to enhance pedestrian connectivity. The second-level floor plan also shows that a separated, enclosed garbage area has been provided for each community housing unit. Staff suggests the dumpster provided in the garage serve as the garbage disposal area for all uses within the development, including the community housing units. These enclosed garbage areas could then be designated as additional storage for each community housing unit.

### **Staff Recommendation**

After considering the project plans attached as Exhibit A, the applicant's presentation, and any public comment received, Staff recommends the Commission provide feedback to the applicant and move to advance the 460 North Main Mixed-Use Building to final Design Review.

### **Exhibits:**

- A. 460 North Main Mixed-Use Building Project Plans

Exhibit A  
460 North Main Street  
Mixed-Use Building  
Project Plans



# 460 NORTH MAIN STREET

## KETCHUM, IDAHO

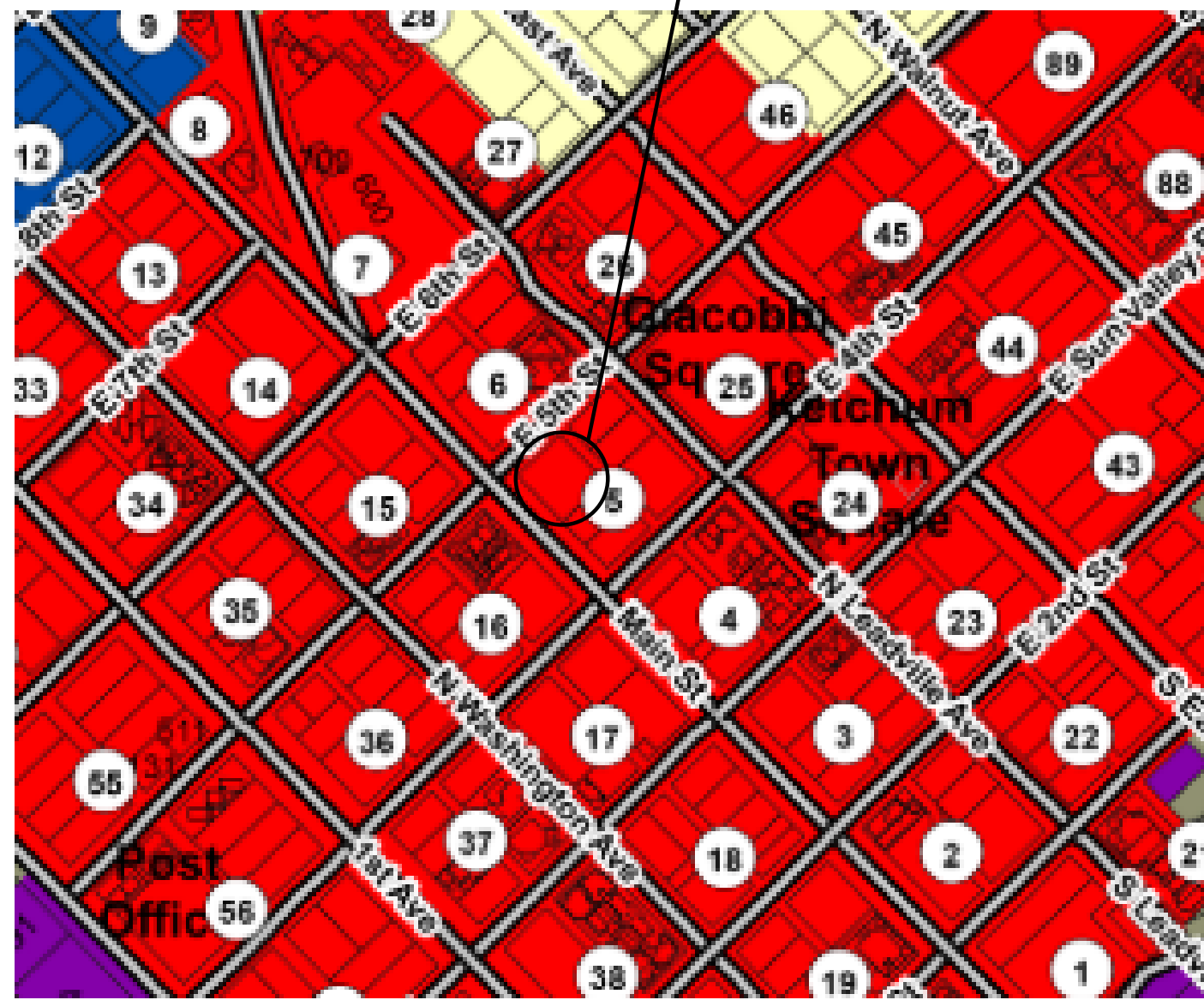


ISSUED	
12.09.2021	DESIGN REVIEW



OWNERSHIP OF DOCUMENTS: This document, and the ideas and designs incorporated herein, as an instrument of professional service, is the property of RUSCITTO LATHAM BLANTON ARCHITECTURA P.A., and is not to be used in whole or in part, for any other project without written authorization of RUSCITTO LATHAM BLANTON ARCHITECTURA P.A.

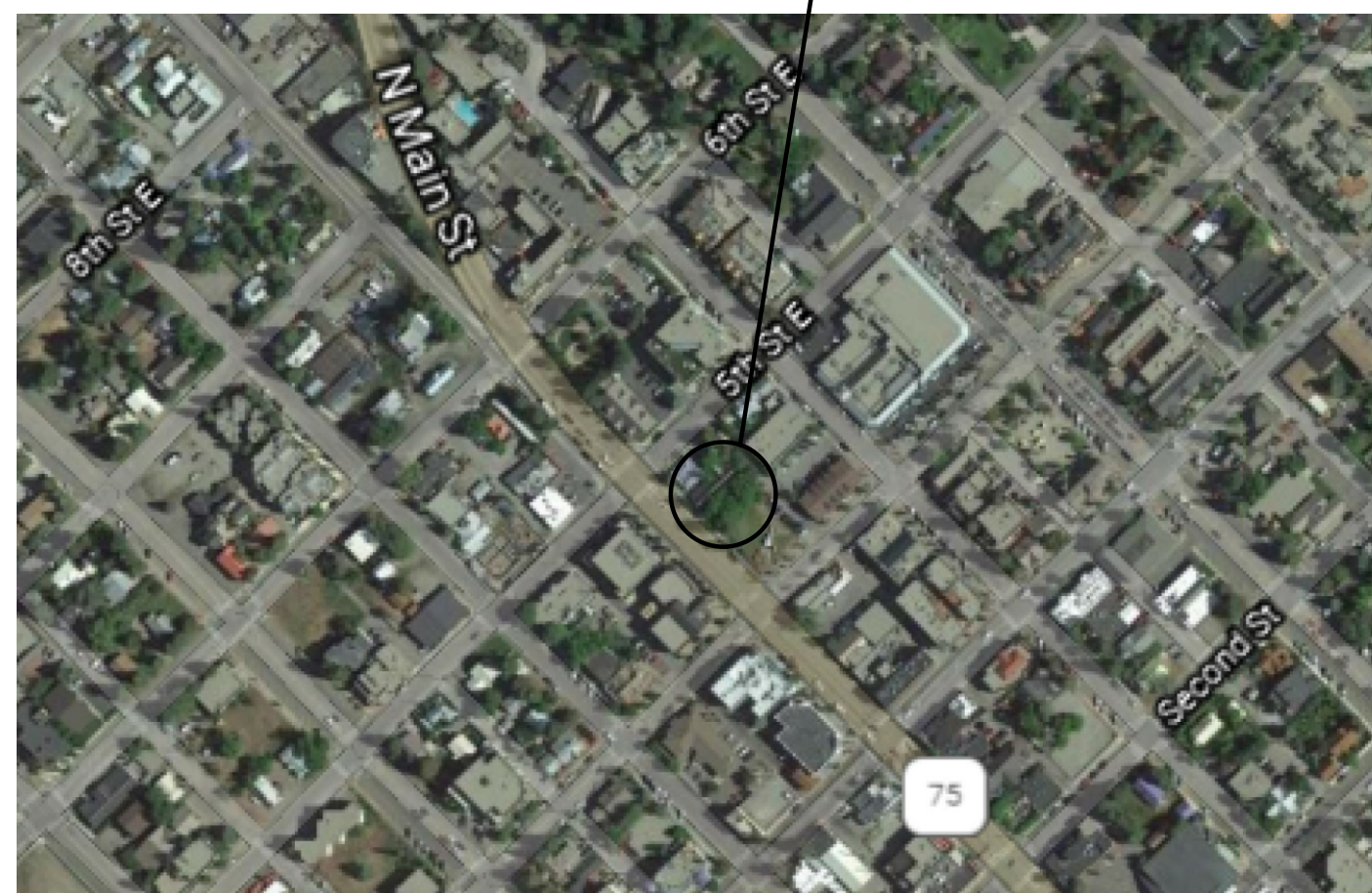
PROJECT LOCATION  
COMMUNITY CORE (CC)  
RETAIL CORE SUBDISTRICT (CC-1)



### ZONING MAP

N. T. S.

PROJECT LOCATION  
COMMUNITY CORE (CC)  
RETAIL CORE SUBDISTRICT (CC-1)



### VICINITY PLAN

SCALE: 1" = 200'-0"

### PROJECT INFORMATION

OWNER:	MAIN STREET REALTY PARTNERS LLC P.O. BOX 6770, KETCHUM, ID 83340													
PROJECT ADDRESS:	460 N MAIN ST. KETCHUM, ID 83340													
LEGAL DESCRIPTION:	KETCHUM LOT 3 & 4 BLK 5													
ZONING DISTRICT:	COMMUNITY CORE (CC) - RETAIL CORE SUBDISTRICT (CC-1)													
APPLICABLE CODES:	2018 INTERNATIONAL BUILDING CODE (IBC) 2018 INTERNATIONAL FIRE CODE (IFC) WITH AMENDMENTS PER KETCHUM ORDINANCE 2018 INTERNATIONAL ENERGY CONSERVATION CODE (IECC) AS AMENDED BY IDAHO BUILDING CODE BOARD 2017 NATIONAL ELECTRICAL CODE (NEC) 2017 IDAHO STATE PLUMBING CODE (ISPC) 2018 INTERNATIONAL MECHANICAL CODE (IMC) 2018 INTERNATIONAL FUEL GAS CODE (IFGC) CITY OF KETCHUM GREEN BUILDING CODE													
PROJECT USE:	MIXED USE: COMMERCIAL - RETAIL RESIDENTIAL - COMMUNITY HOUSING DWELLING UNITS SINGLE FAMILY DWELLING UNITS													
OCCUPANCY:	M MERCANTILE (RETAIL AREAS) R-2 RESIDENTIAL S-2 PARKING AREAS													
OCCUPANCY SEPARATION:	M / R-2 1 HOUR M / S-2 1 HOUR R-2 / S-2 1 HOUR DWELLING UNIT SEPARATION 1/2 HOUR W/ FIRE SPRINKLERS													
CONSTRUCTION TYPE:	V-B													
LOT AREA:	11,000 SQ. FT.													
BUILDING AREA CALCULATIONS: (GROSS)	<table border="0"> <tr> <td>BASEMENT:</td> <td>964 SQ. FT.</td> </tr> <tr> <td>GROUND LEVEL:</td> <td>9,351 SQ. FT.</td> </tr> <tr> <td>SECOND LEVEL:</td> <td>8,528 SQ. FT.</td> </tr> <tr> <td>THIRD LEVEL:</td> <td>6,962 SQ. FT.</td> </tr> <tr> <td>FOURTH LEVEL:</td> <td>581 SQ. FT.</td> </tr> <tr> <td><b>TOTAL:</b></td> <td><b>26,386 SQ. FT.</b></td> </tr> </table>		BASEMENT:	964 SQ. FT.	GROUND LEVEL:	9,351 SQ. FT.	SECOND LEVEL:	8,528 SQ. FT.	THIRD LEVEL:	6,962 SQ. FT.	FOURTH LEVEL:	581 SQ. FT.	<b>TOTAL:</b>	<b>26,386 SQ. FT.</b>
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<b>TOTAL:</b>	<b>26,386 SQ. FT.</b>													
FIRE SPRINKLERS:	NFPA 13 AUTOMATIC FIRE SPRINKLER SYSTEM WITH MONITORED ALARM SYSTEM PROVIDED PER CITY OF KETCHUM ORDINANCE AND NFPA 72													
ALARM & FIRE DETECTION:	APPROVED FIRE ALARM AND DETECTION SYSTEM SHALL BE INSTALLED THROUGHOUT THE PROJECT.													
WATER SOURCE CONSERVATION:	ALL WATER CONSUMPTION SHALL COMPLY WITH CITY OF KETCHUM REQUIREMENTS, APPENDIX M AND THE INTERNATIONAL GREEN CONSTRUCTION CODE (IGCC), SECTION 701.1 - 702.6. ALL PLUMBING FIXTURES FLOW RATES SHALL COMPLY WITH TABLE 702.1 OF THE IGCC.													
OTHER GREEN BUILDING REQ:	RESIDENTIAL PORTIONS OF THE PROJECT TO ACHIEVE NATIONAL GREEN BUILDING STANDARD (NGBS) SILVER CERTIFICATION, VERIFICATION BY THIRD PARTY NAHB VERIFIER.													
FLOOR AREA RATIO (F.A.R.):	REFER TO SHEET A1.2													
COMMUNITY HOUSING:	REFER TO SHEET A1.2													
BUILDING HEIGHT:	42'-0" (42'-0" MAX)													
SETBACKS:	<table border="0"> <tr> <td>NORTH-WEST SIDE (5TH STREET)</td> <td>0'-0"</td> </tr> <tr> <td>SOUTH-WEST SIDE (MAIN STREET)</td> <td>0'-0"</td> </tr> <tr> <td>NORTH-EAST SIDE (ALLEY)</td> <td>3'-0"</td> </tr> <tr> <td>SOUTH-EAST (PROPERTY LINE)</td> <td>1'-0"</td> </tr> </table>		NORTH-WEST SIDE (5TH STREET)	0'-0"	SOUTH-WEST SIDE (MAIN STREET)	0'-0"	NORTH-EAST SIDE (ALLEY)	3'-0"	SOUTH-EAST (PROPERTY LINE)	1'-0"				
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NORTH-EAST SIDE (ALLEY)	3'-0"													
SOUTH-EAST (PROPERTY LINE)	1'-0"													
PARKING:	<table border="0"> <tr> <td><u>OFF STREET PARKING</u></td> <td></td> </tr> <tr> <td>RETAIL: EXEMPT (LESS THAN 5,500 SQ. FT.)</td> <td>0 SPACES</td> </tr> <tr> <td>COMMUNITY HOUSING: (LESS THAN 750 SQ. FT.)</td> <td>0 SPACES</td> </tr> <tr> <td>RESIDENTIAL:</td> <td>8 SPACES</td> </tr> </table>		<u>OFF STREET PARKING</u>		RETAIL: EXEMPT (LESS THAN 5,500 SQ. FT.)	0 SPACES	COMMUNITY HOUSING: (LESS THAN 750 SQ. FT.)	0 SPACES	RESIDENTIAL:	8 SPACES				
<u>OFF STREET PARKING</u>														
RETAIL: EXEMPT (LESS THAN 5,500 SQ. FT.)	0 SPACES													
COMMUNITY HOUSING: (LESS THAN 750 SQ. FT.)	0 SPACES													
RESIDENTIAL:	8 SPACES													

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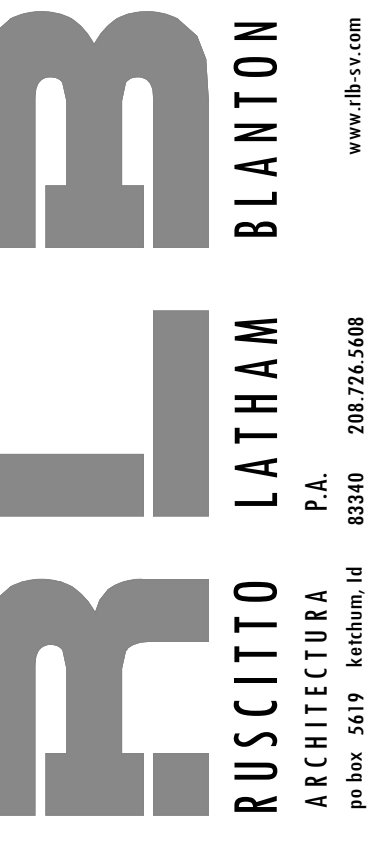
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E: [sflynn@galena-engineering.com](mailto:sflynn@galena-engineering.com)

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PROJECT INFORMATION

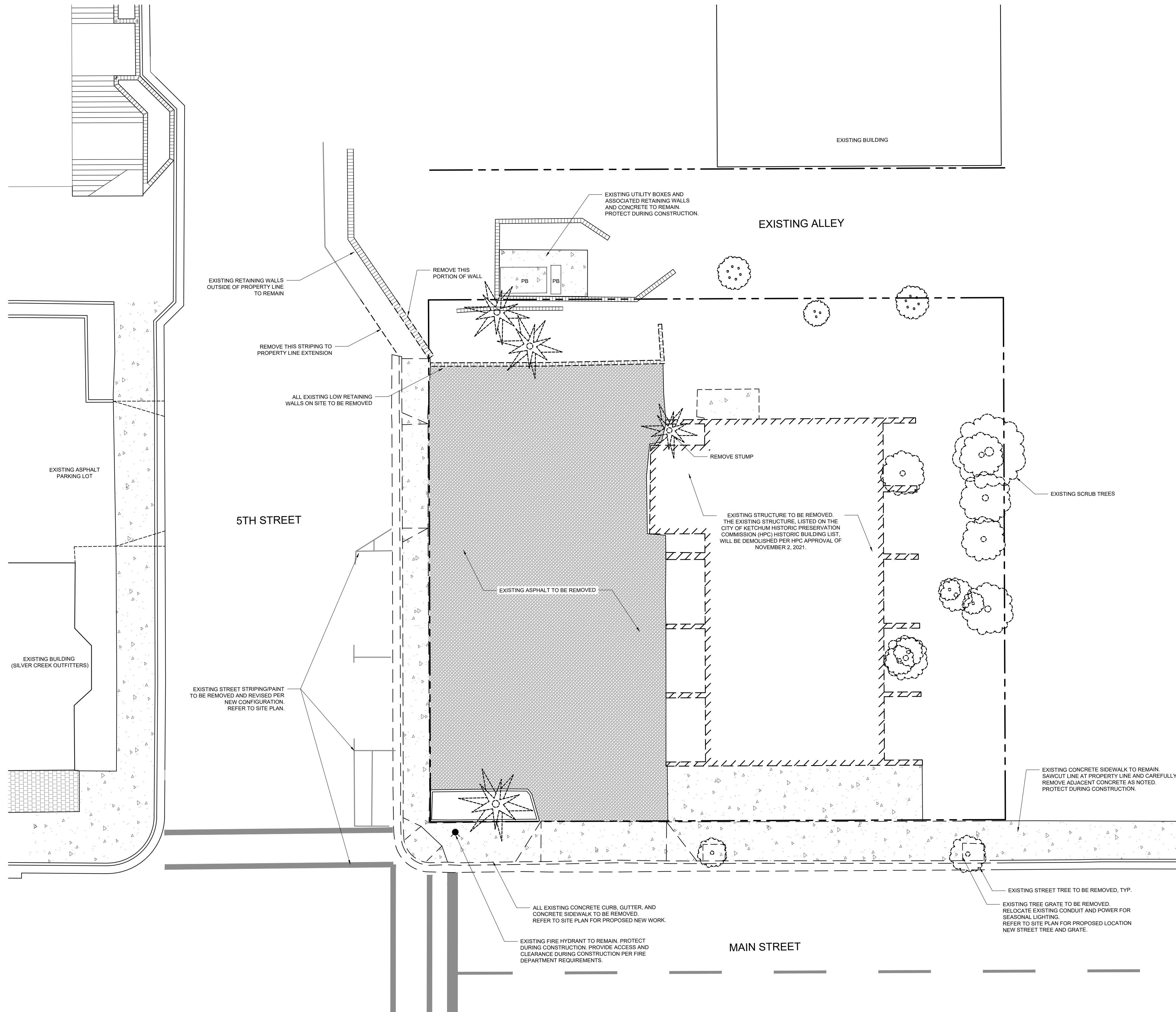
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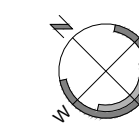


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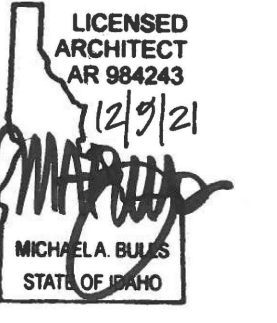


SITE DEMOLITION AND LANDSCAPE REMOVAL PLAN

SCALE: 1" = 10'



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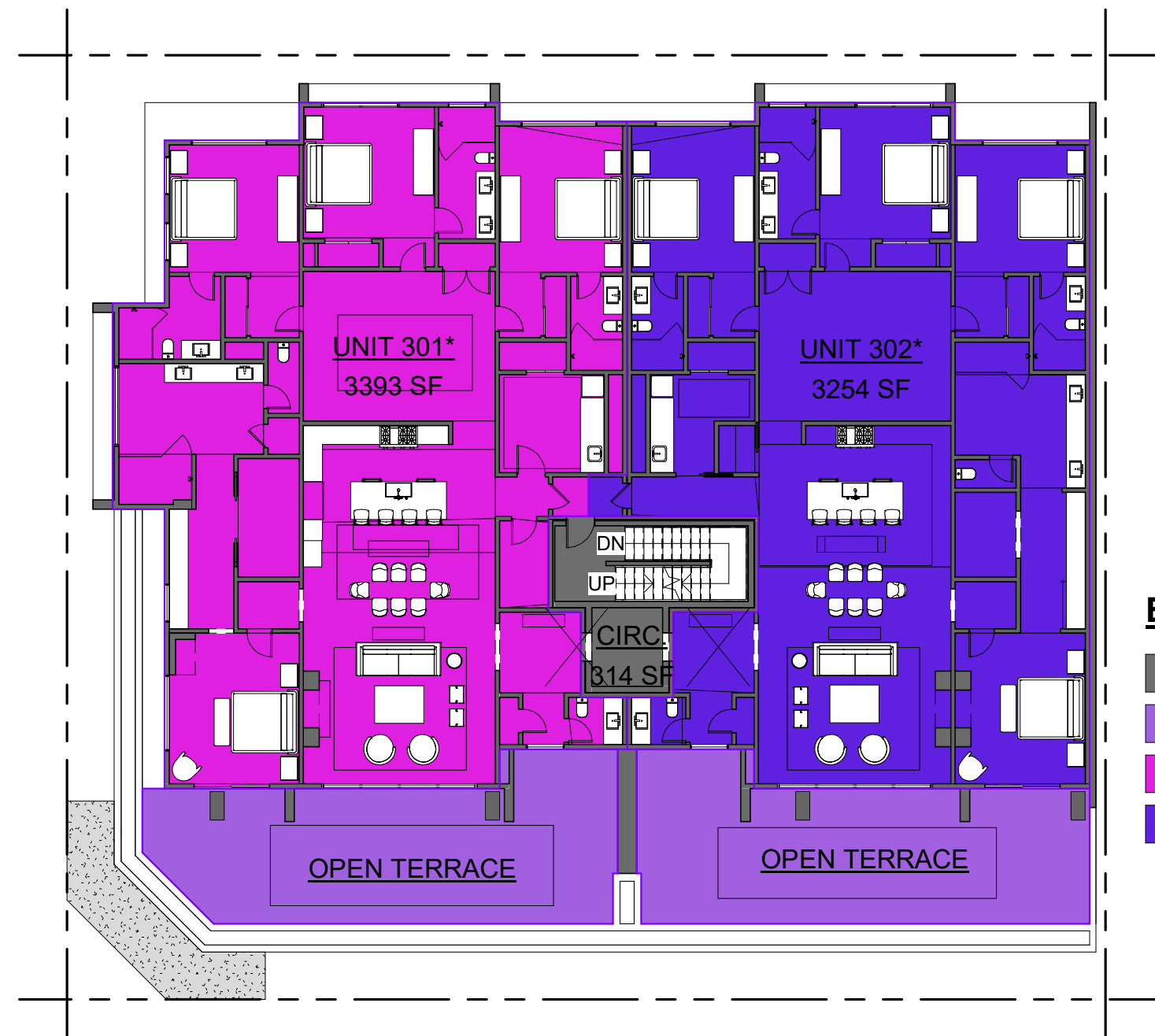
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 SITE DEMOLITION & LANDSCAPE REMOVAL PLAN  
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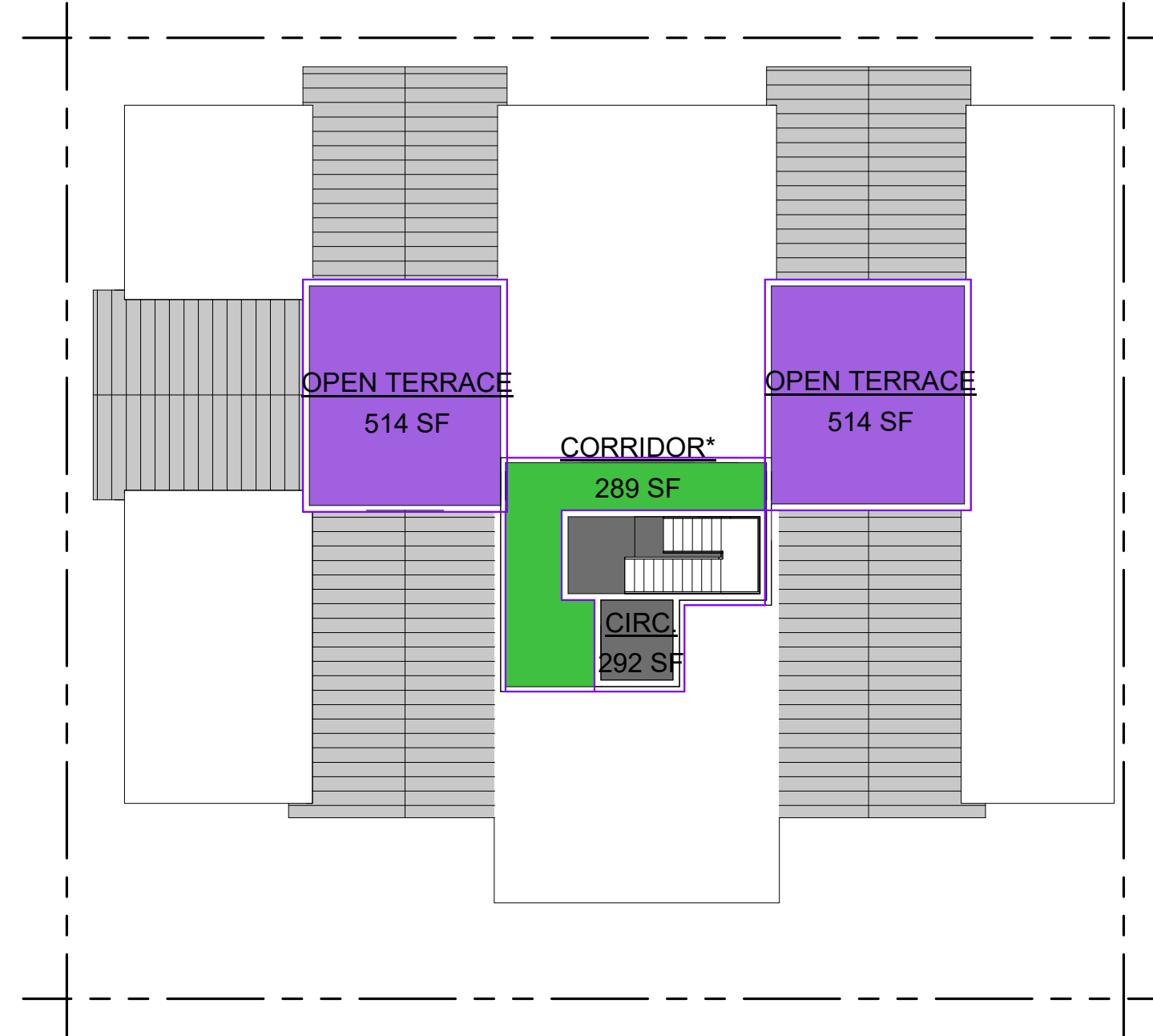


**BUILDING AREA LEGEND**

- CIRC.
- OPEN TERRACE
- UNIT 301\*
- UNIT 302\*

THIRD LEVEL FLOOR PLAN

SCALE: 1/16" = 1'-0"

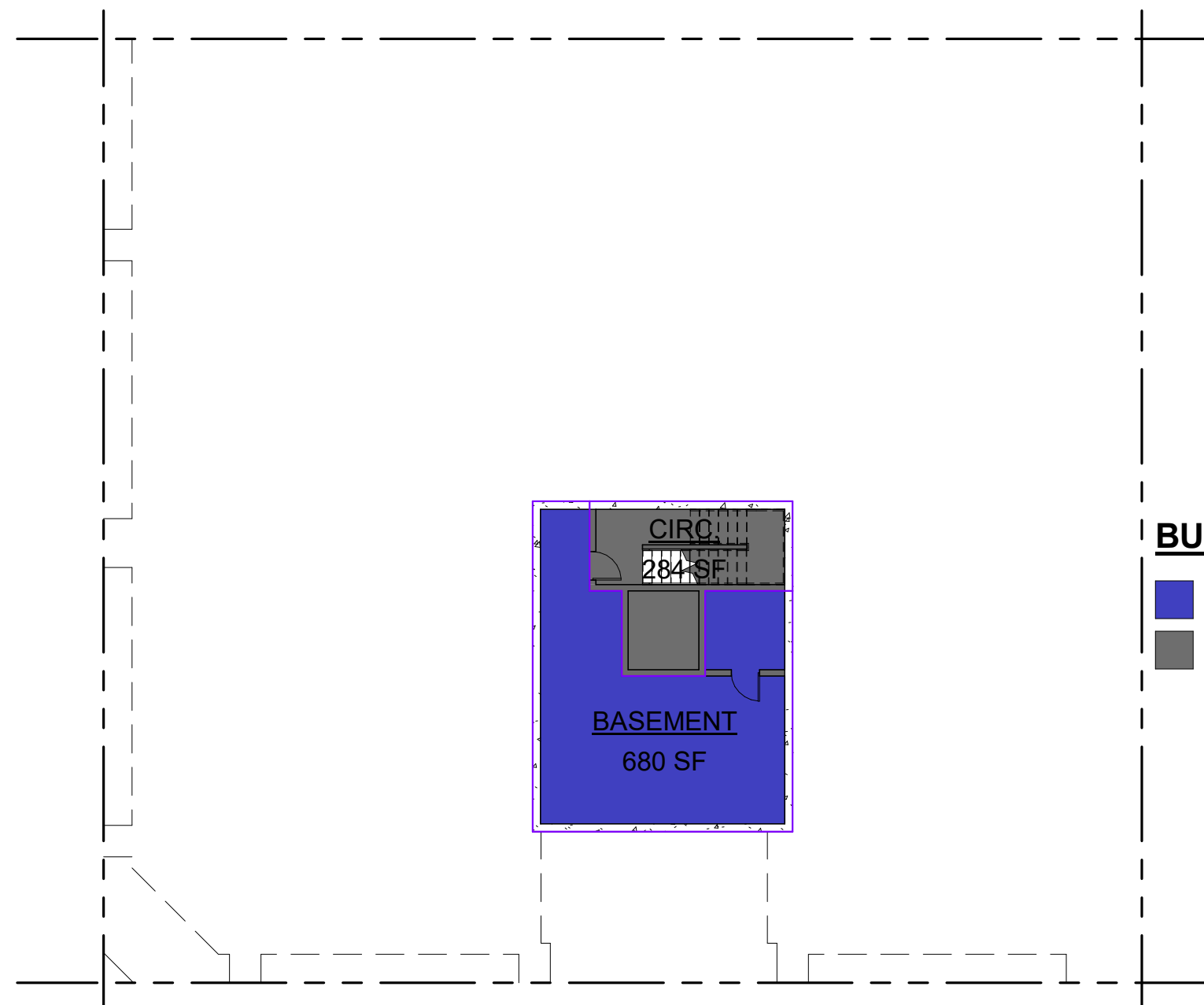


**BUILDING AREA LEGEND**

- CIRC.
- CORRIDOR\*
- OPEN TERRACE

FOURTH LEVEL ROOF PLAN

SCALE: 1/16" = 1'-0"

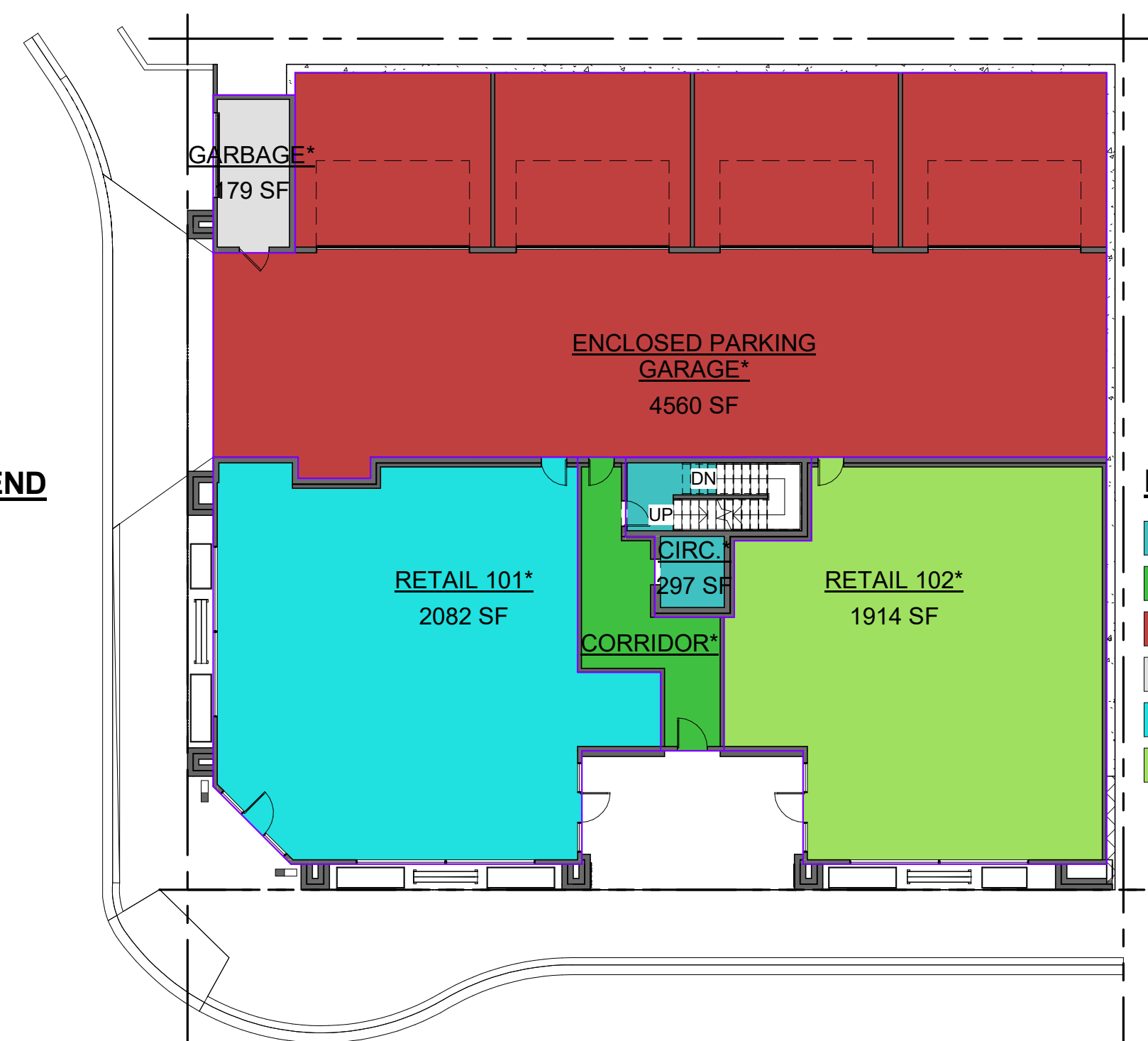


**BUILDING AREA LEGEND**

- BASEMENT
- CIRC.

BASEMENT FLOOR PLAN

SCALE: 1/16" = 1'-0"

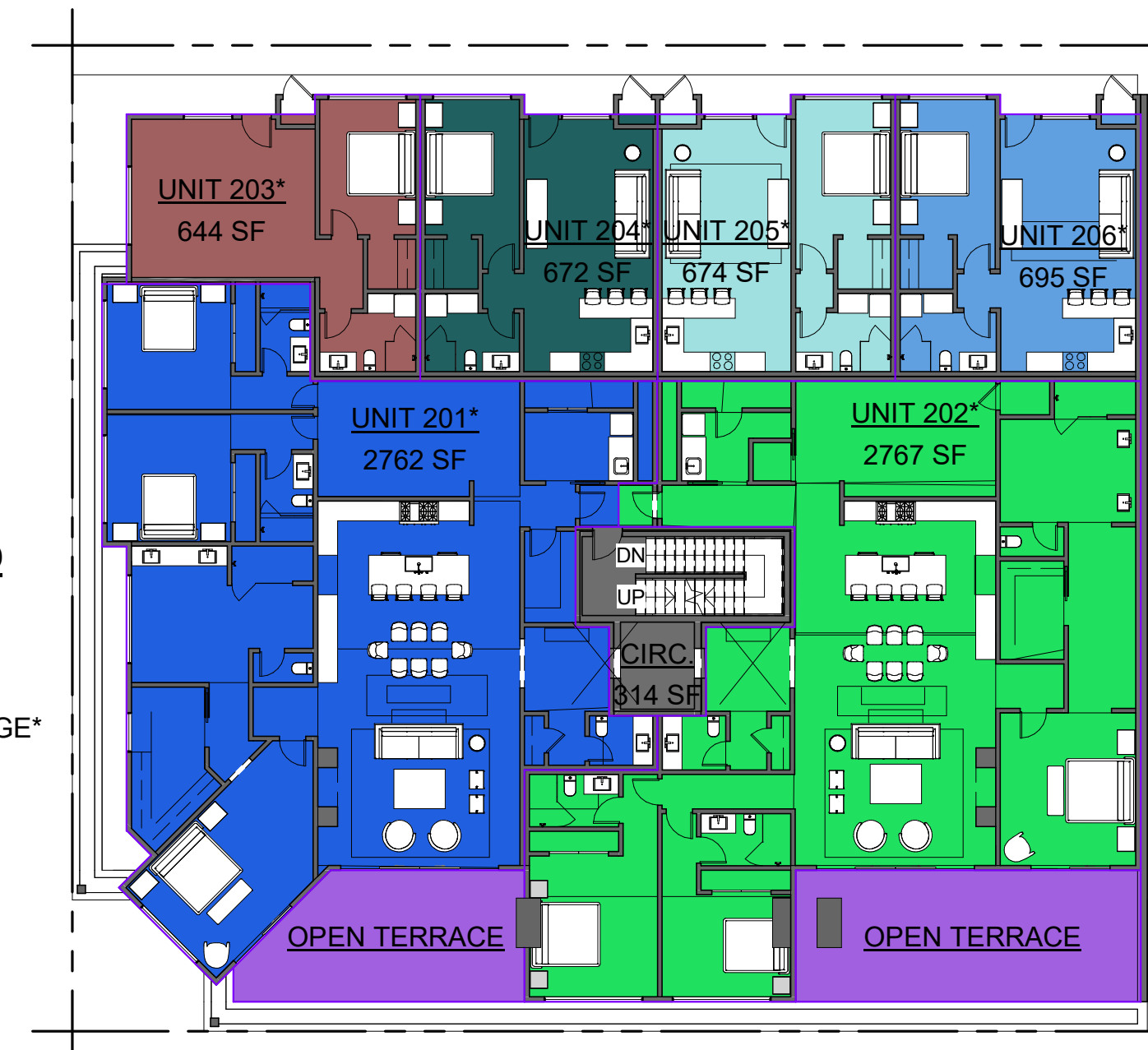


**BUILDING AREA LEGEND**

- CIRC.\*
- CORRIDOR\*
- ENCLOSED PARKING GARAGE\*
- GARBAGE\*
- RETAIL 101\*
- RETAIL 102\*

GROUND LEVEL FLOOR PLAN

SCALE: 1/16" = 1'-0"



**BUILDING AREA LEGEND**

- CIRC.
- OPEN TERRACE
- UNIT 201\*
- UNIT 202\*
- UNIT 203\*
- UNIT 204\*
- UNIT 205\*
- UNIT 206\*

SECOND LEVEL FLOOR PLAN

SCALE: 1/16" = 1'-0"

GROSS BUILDING AREA SCHEDULE		
LEVEL	SPACE	AREA
BASEMENT FLOOR PLAN	BASEMENT	680 SF
BASEMENT FLOOR PLAN	CIRC.	284 SF
BASEMENT FLOOR PLAN		964 SF
GROUND LEVEL FLOOR PLAN	CIRC.*	297 SF
GROUND LEVEL FLOOR PLAN	CORRIDOR*	319 SF
GROUND LEVEL FLOOR PLAN	ENCLOSED PARKING GARAGE*	4560 SF
GROUND LEVEL FLOOR PLAN	GARBAGE*	179 SF
GROUND LEVEL FLOOR PLAN	RETAIL 101*	2082 SF
GROUND LEVEL FLOOR PLAN	RETAIL 102*	1914 SF
GROUND LEVEL FLOOR PLAN		9351 SF
SECOND LEVEL FLOOR PLAN	CIRC.	314 SF
SECOND LEVEL FLOOR PLAN	OPEN TERRACE	467 SF
SECOND LEVEL FLOOR PLAN	OPEN TERRACE	345 SF
SECOND LEVEL FLOOR PLAN	UNIT 201*	2762 SF
SECOND LEVEL FLOOR PLAN	UNIT 202*	2767 SF
SECOND LEVEL FLOOR PLAN	UNIT 203*	644 SF
SECOND LEVEL FLOOR PLAN	UNIT 204*	672 SF
SECOND LEVEL FLOOR PLAN	UNIT 205*	674 SF
SECOND LEVEL FLOOR PLAN	UNIT 206*	695 SF
SECOND LEVEL FLOOR PLAN		9340 SF
THIRD LEVEL FLOOR PLAN	CIRC.	314 SF
THIRD LEVEL FLOOR PLAN	OPEN TERRACE	737 SF
THIRD LEVEL FLOOR PLAN	OPEN TERRACE	742 SF
THIRD LEVEL FLOOR PLAN	UNIT 301*	3393 SF
THIRD LEVEL FLOOR PLAN	UNIT 302*	3254 SF
THIRD LEVEL FLOOR PLAN		8441 SF
FOURTH LEVEL ROOF PLAN	CIRC.	292 SF
FOURTH LEVEL ROOF PLAN	CORRIDOR*	289 SF
FOURTH LEVEL ROOF PLAN	OPEN TERRACE	514 SF
FOURTH LEVEL ROOF PLAN	OPEN TERRACE	514 SF
FOURTH LEVEL ROOF PLAN		1608 SF
FOURTH LEVEL ROOF PLAN		29704 SF

AREA OF TOTAL LOT	=	11,000 SF
GROSS BUILDING AREA FOR F.A.R. **	=	24,501 SF
PERMITTED F.A.R.	=	1.0
PERMITTED F.A.R. W/ 20% COMM. HOUSING	=	2.25
ADJUSTED AREA FOR F.A.R. COMM. HOUSING	=	13,501 SF
COMM. HOUSING	=	2,685 SF
COMM. HOUSING % OF ADJUSTED AREA	=	20%
PROPOSED F.A.R.	=	2.22

\*\* GROSS AREA FOR OPEN TERRACES, BASEMENT, STAIRWAYS AND ELEVATOR OTHER THAN GROUND FLOOR, NOT INCLUDED IN THE "GROSS BUILDING AREA FOR F.A.R."  
 \* BUILDING AREAS INCLUDED IN GROSS BUILDING AREA F.A.R.

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LICENSED ARCHITECT  
 AR 984243  
 12/9/21  
 MICHAELA BLUMS  
 STATE OF IDAHO

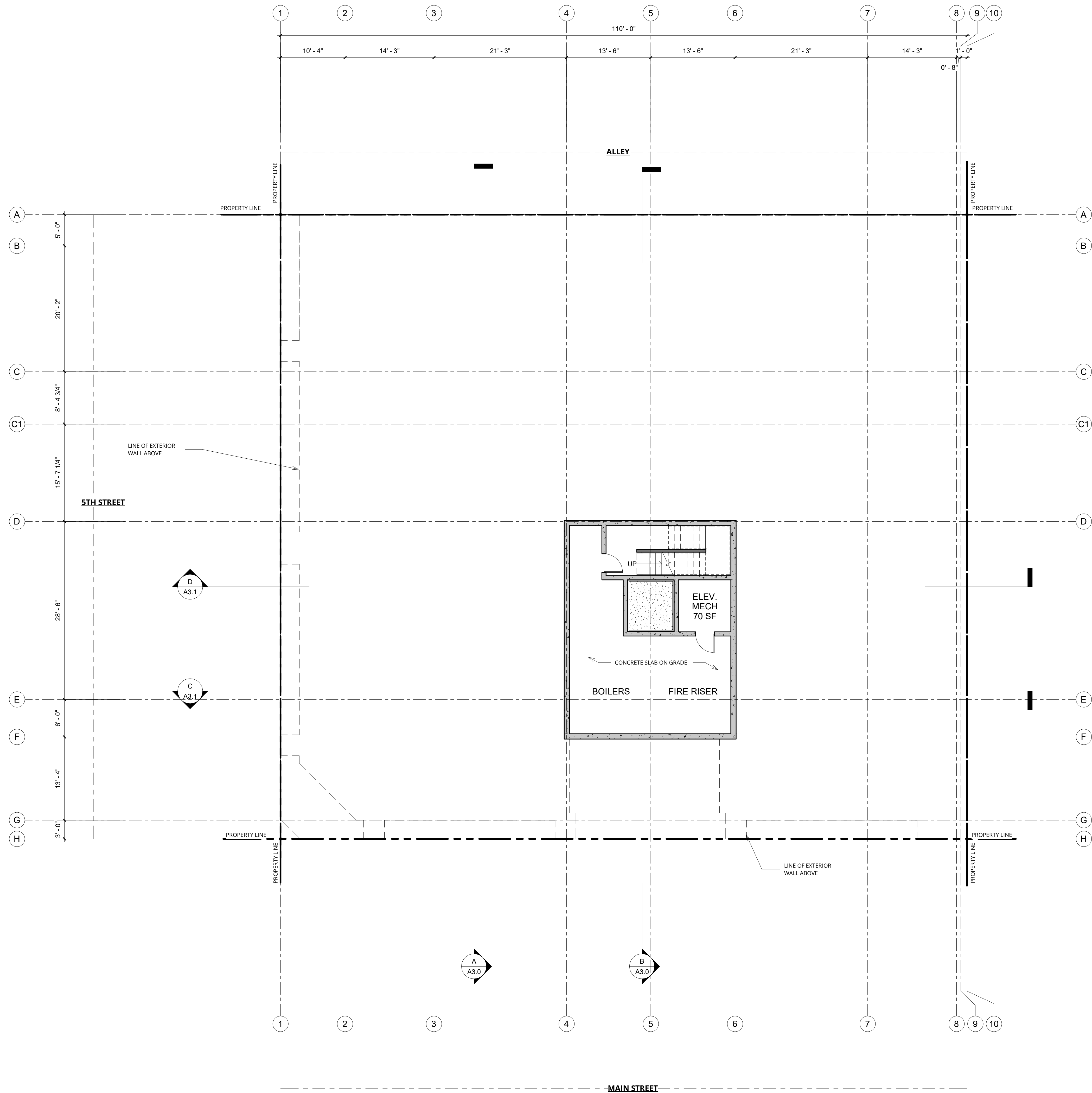
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 F.A.R. CALCULATION

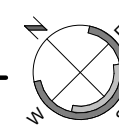
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**BASEMENT FLOOR PLAN**

SCALE: 1/8" = 1'-0"



BASEMENT	
TYPE OF CONSTRUCTION:	V-B
TYPE OF OCCUPANCY:	S-2
GROSS SQUARE FOOTAGE:	964 SF
NET SQUARE FOOTAGE:	0 SF

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**R. L. B.**  
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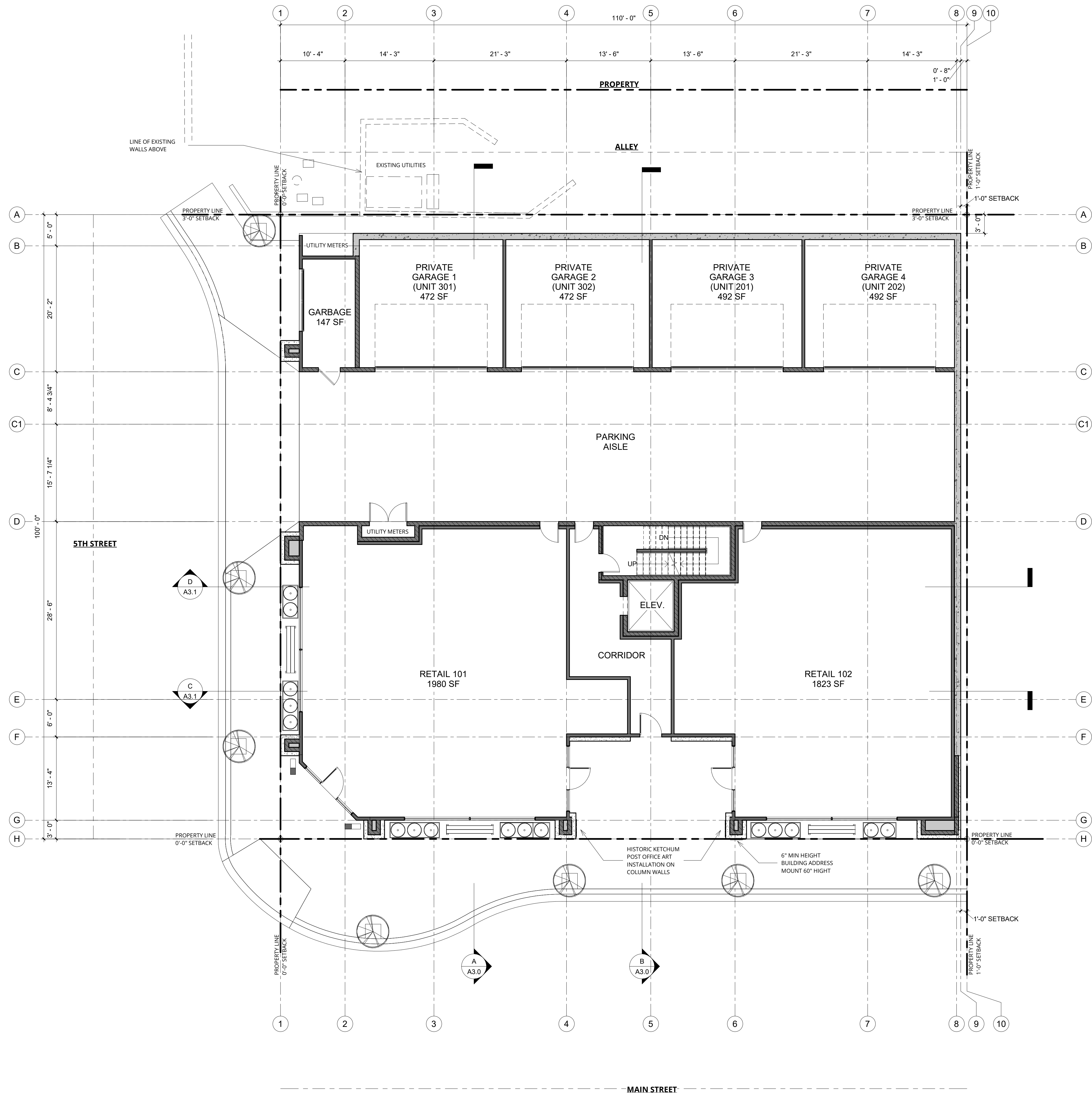
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**BASEMENT LEVEL FLOOR PLAN**

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**A2.0**

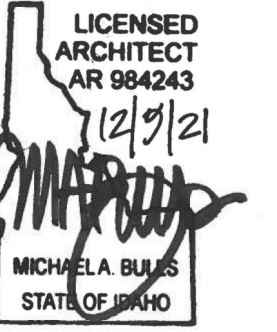
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GROUND LEVEL FLOOR PLAN  
SCALE: 1/8" = 1'-0"

GROUND LEVEL	
TYPE OF CONSTRUCTION:	V-B
TYPE OF OCCUPANCY:	M / S-2
GROSS SQUARE FOOTAGE:	9,351 SF
NET SQUARE FOOTAGE:	3,996 SF

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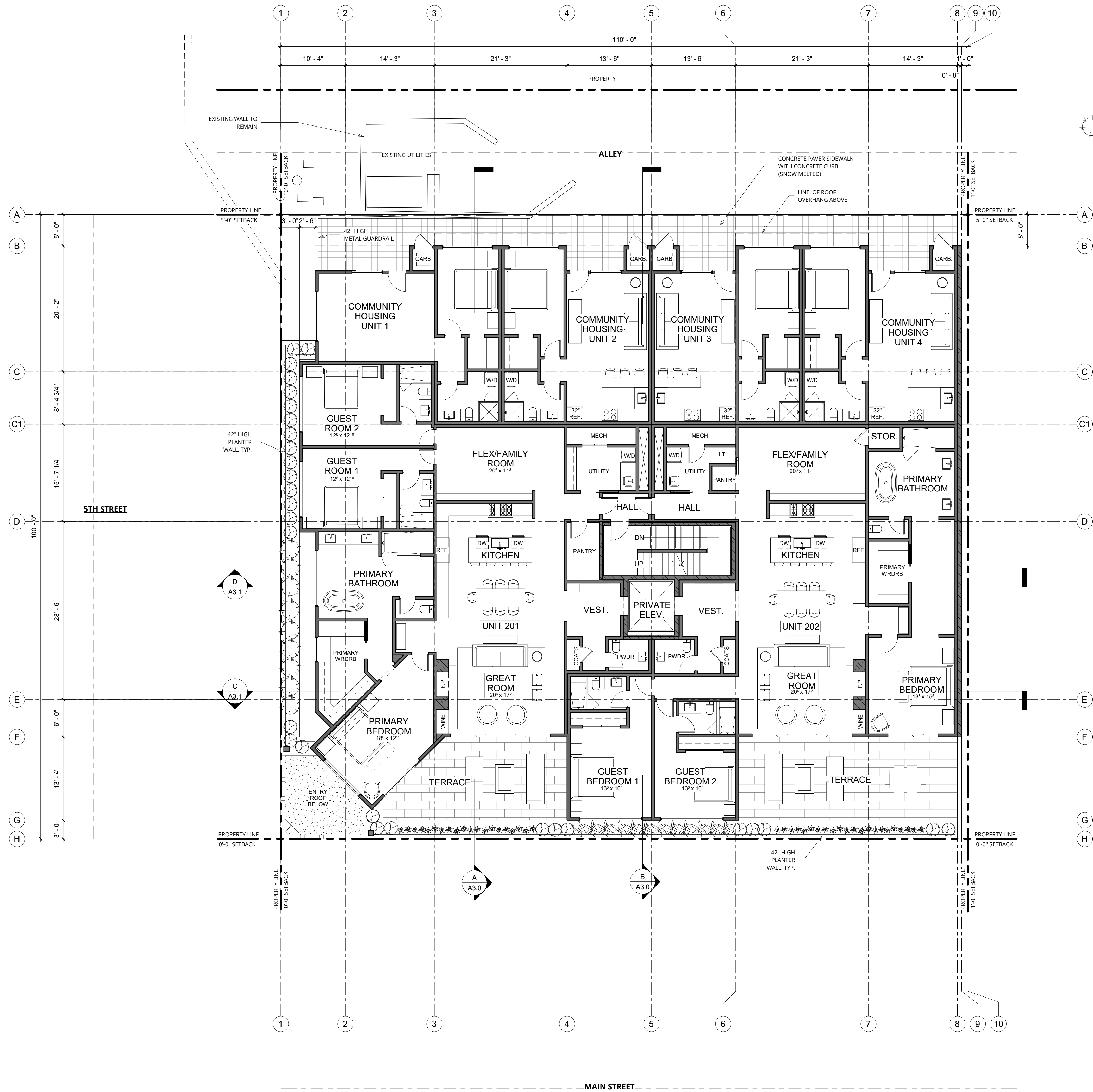
GROUND LEVEL  
FLOOR PLAN

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A2.1



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SECOND LEVEL	
TYPE OF CONSTRUCTION:	V-B
TYPE OF OCCUPANCY:	R-2
GROSS SQUARE FOOTAGE:	8,528 SF
NET SQUARE FOOTAGE:	8,069 SF

SECOND LEVEL FLOOR PLAN  
SCALE: 1/8" = 1'-0"

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LICENSED ARCHITECT  
AR 984243  
12/9/21  
MICHELLE A. BLUMS  
STATE OF IDAHO

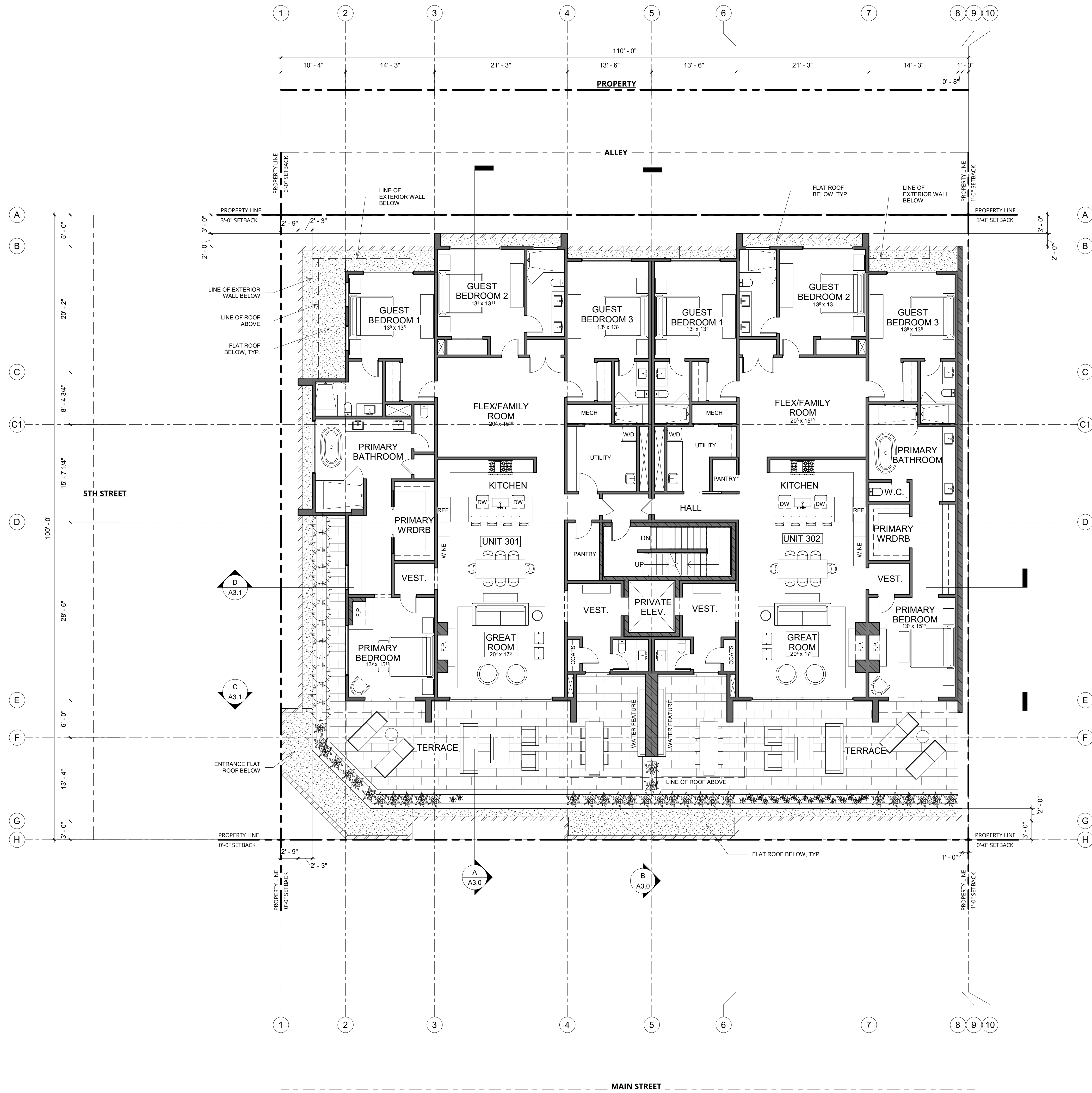
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SECOND LEVEL FLOOR PLAN  
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**A2.2**

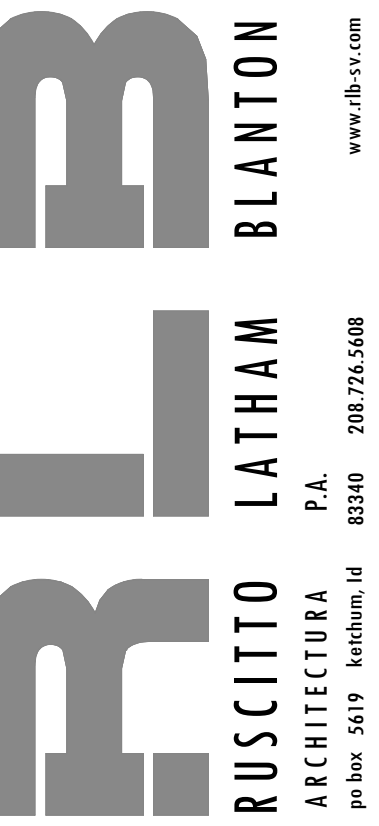
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THIRD LEVEL FLOOR PLAN  
SCALE: 1/8" = 1'-0"

THIRD LEVEL	
TYPE OF CONSTRUCTION:	V-8
TYPE OF OCCUPANCY:	R-2
GROSS SQUARE FOOTAGE:	6,962 SF
NET SQUARE FOOTAGE:	6,503 SF

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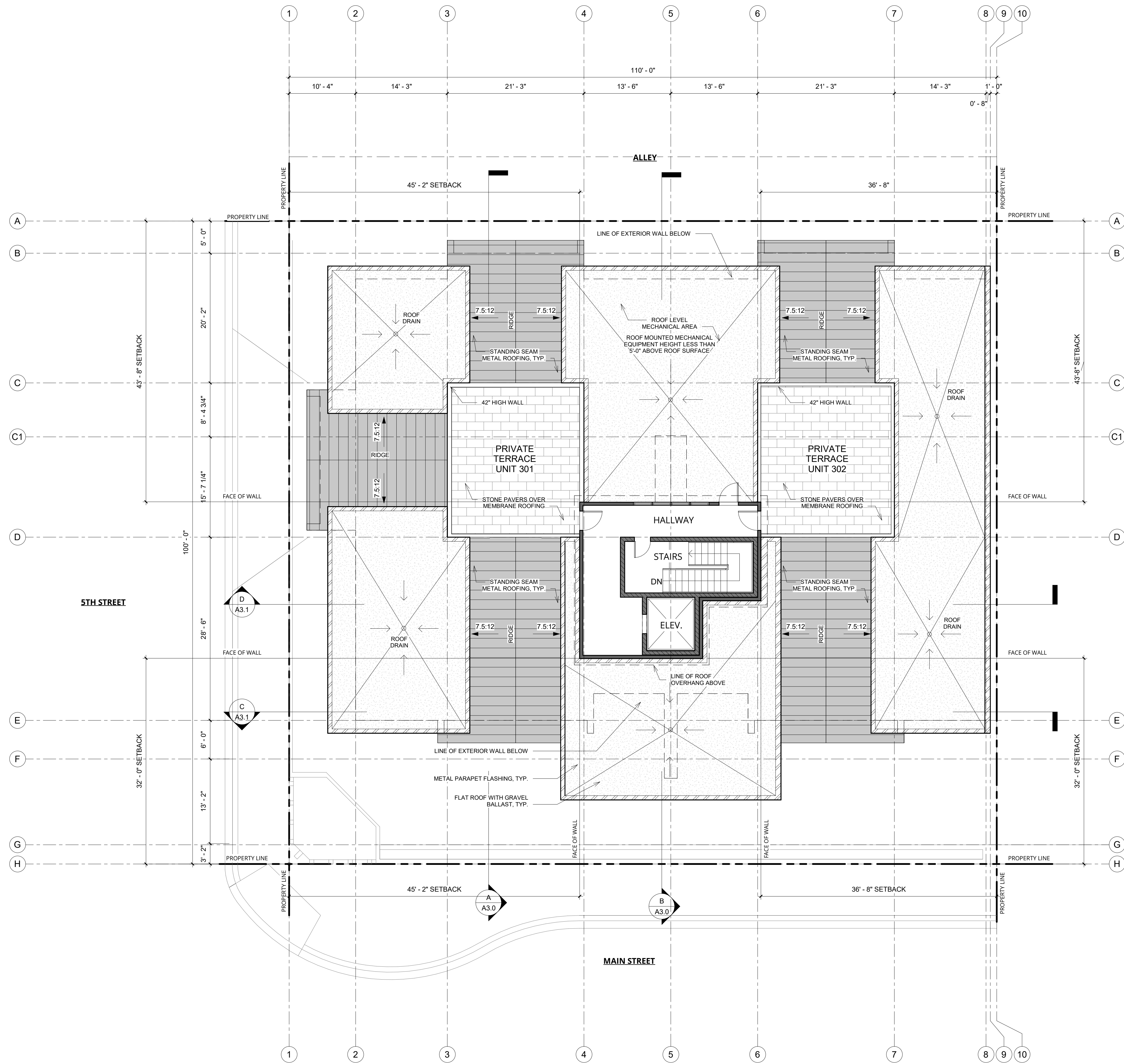
THIRD LEVEL  
FLOOR PLAN

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A2.3



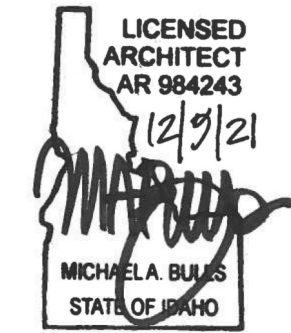
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FOURTH LEVEL	
TYPE OF CONSTRUCTION:	V-8
TYPE OF OCCUPANCY:	R-2
GROSS SQUARE FOOTAGE:	581 SF
NET SQUARE FOOTAGE:	0 SF

FOURTH LEVEL ROOF PLAN  
SCALE: 1/8" = 1'-0"

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**R. L. BLANTON**  
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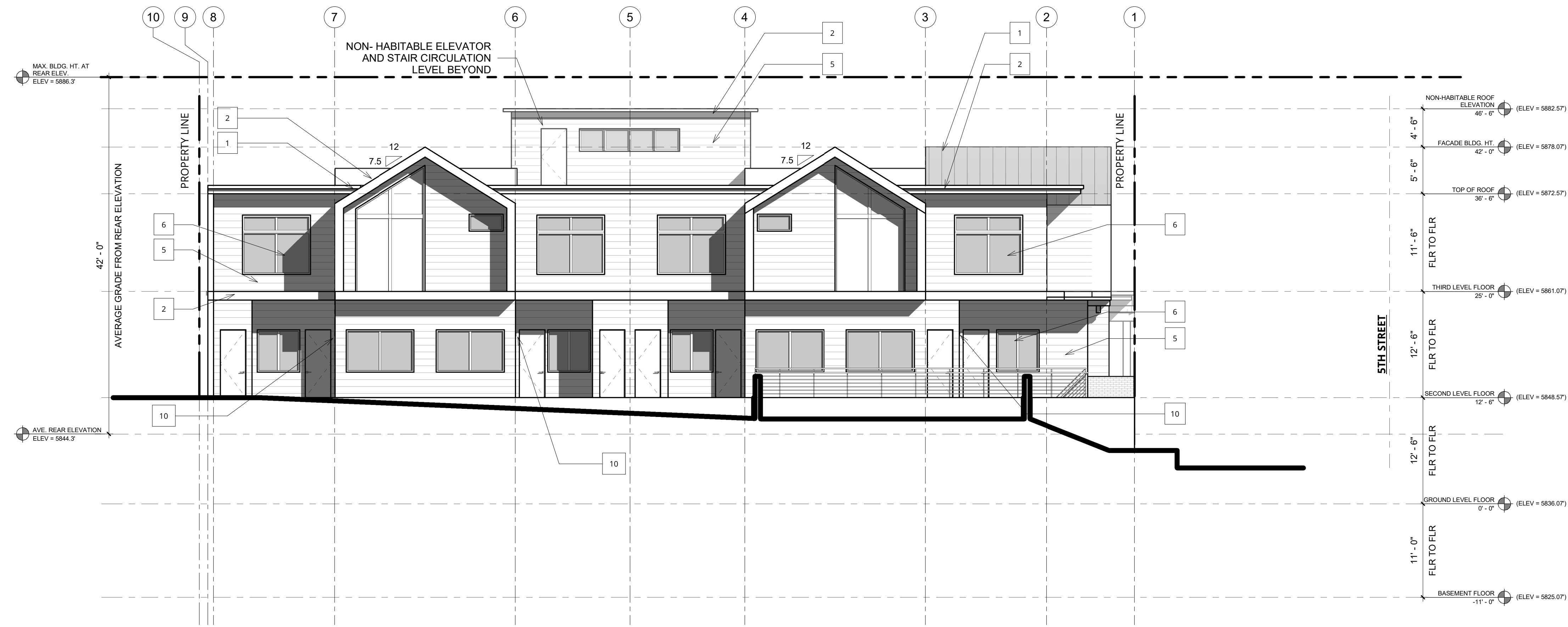
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FOURTH LEVEL  
ROOF PLAN

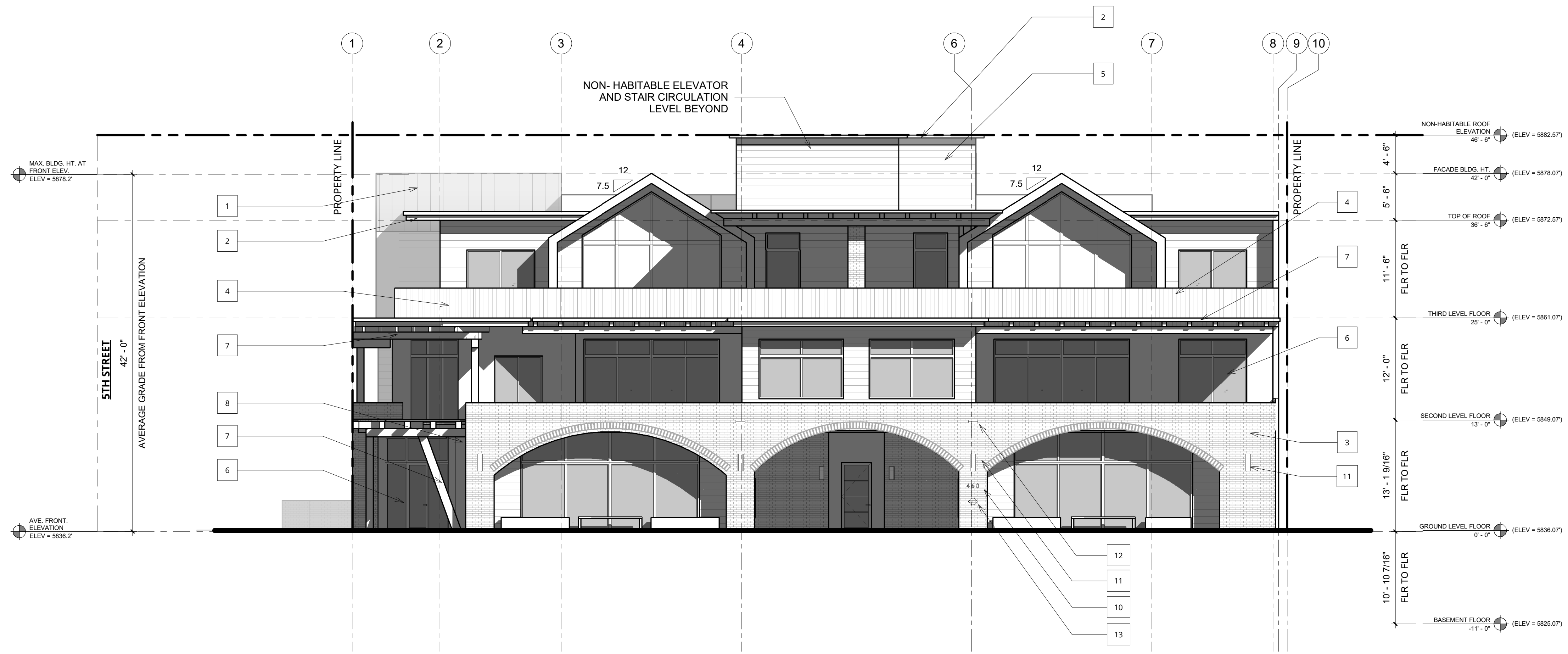
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**A2.4**

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NORTHEAST ELEVATION (ALLEY)  
SCALE: 1/8" = 1'-0"



SOUTHWEST ELEVATION (MAIN ST)  
SCALE: 1/8" = 1'-0"

EXTERIOR MATERIALS AND NOTES	
1	STANDING SEAM METAL ROOFING - MATTE DARK BRONZE
2	PRE-FINISHED METAL FASCIA & FLASHINGS
3	NATURAL STONE VENEER/BRICK COURSE LAYUP
4	WEATHERED WOOD VERTICAL SIDING
5	WEATHERED WOOD HORIZONTAL SIDING
6	METAL CLAD WOOD WINDOWS AND DOORS
7	STAINED WOOD BEAMS, COLUMNS AND TRIM
8	METAL PANEL
9	PAINTED CMU
10	6" MIN. HEIGHT BUILDING ADDRESS MOUNT 60" HIGH
11	LIGHT FIXTURE
12	STREET LIGHT MOUNTED TO BUILDING, TYP.
13	FDC CONNECTION

ISSUED  
12.09.2021 DESIGN REVIEW

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AR 984243  
12/9/21  
MICHAELA BLUMS  
STATE OF IDAHO

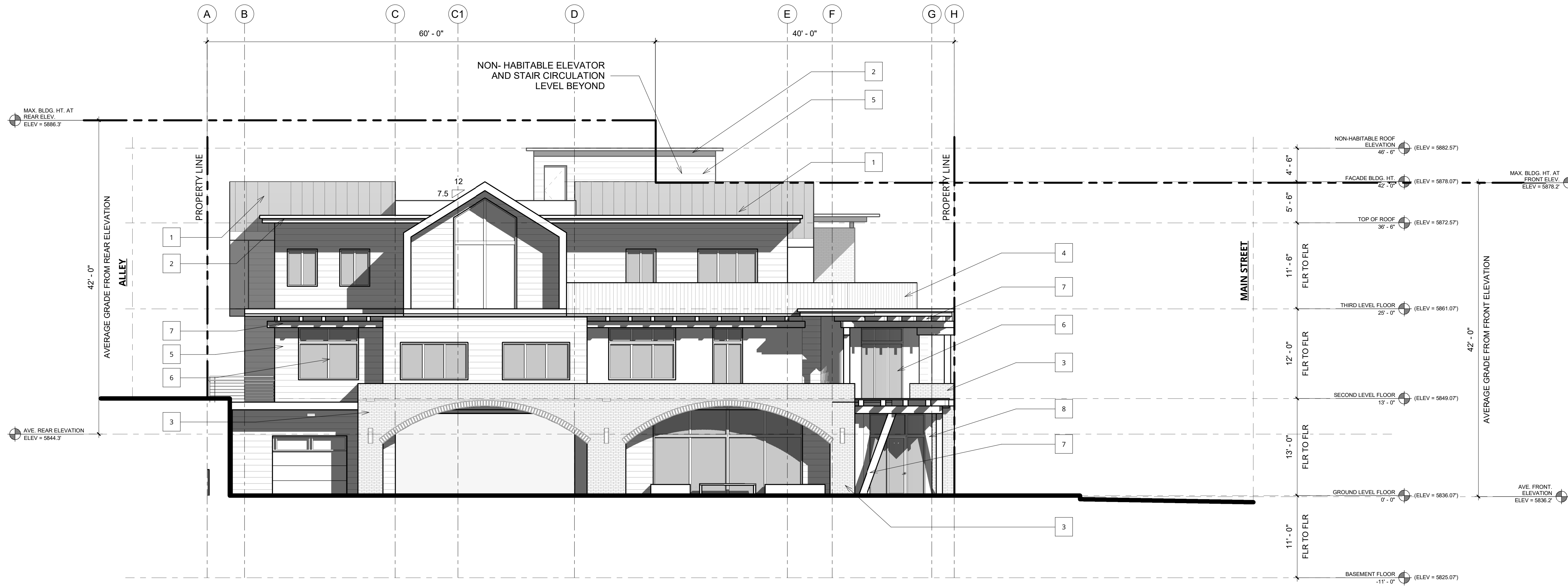
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460 N MAIN ST.  
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NORTHWEST ELEVATION (5TH ST)  
SCALE: 1/8" = 1'-0"

EXTERIOR MATERIALS AND NOTES	
1	STANDING SEAM METAL ROOFING - MATTE DARK BRONZE
2	PRE-FINISHED METAL FASCIA & FLASHINGS
3	NATURAL STONE VENEER/BRICK COURSE LAYUP
4	WEATHERED WOOD VERTICAL SIDING
5	WEATHERED WOOD HORIZONTAL SIDING
6	METAL CLAD WOOD WINDOWS AND DOORS
7	STAINED WOOD BEAMS, COLUMNS AND TRIM
8	METAL PANEL
9	PAINTED CMU
10	6" MIN. HEIGHT BUILDING ADDRESS MOUNT 60" HIGH
11	LIGHT FIXTURE
12	STREET LIGHT MOUNTED TO BUILDING, TYP.
13	FDC CONNECTION

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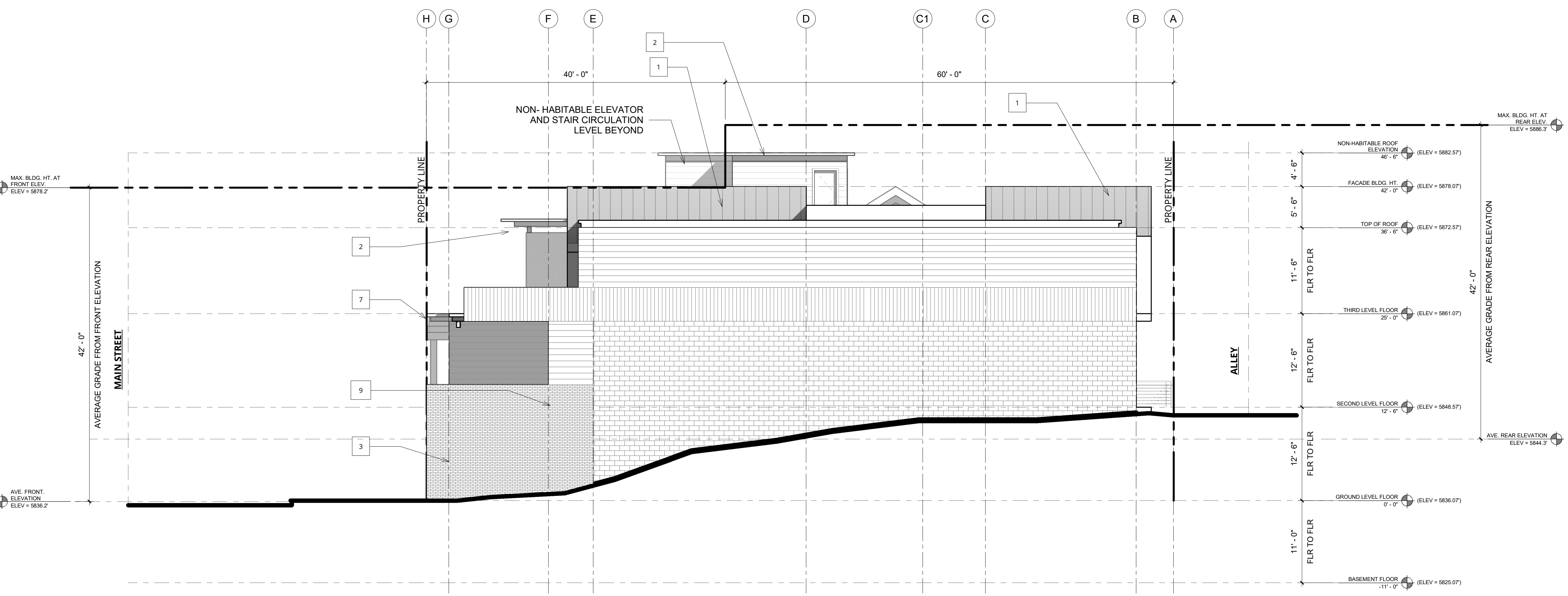
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SOUTHEAST ELEVATION  
SCALE: 1/8" = 1'-0"



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EXTERIOR RENDERING: MAIN STREET & 5TH STREET



EXTERIOR RENDERING: 5TH STREET



EXTERIOR RENDERING: MAIN STREET

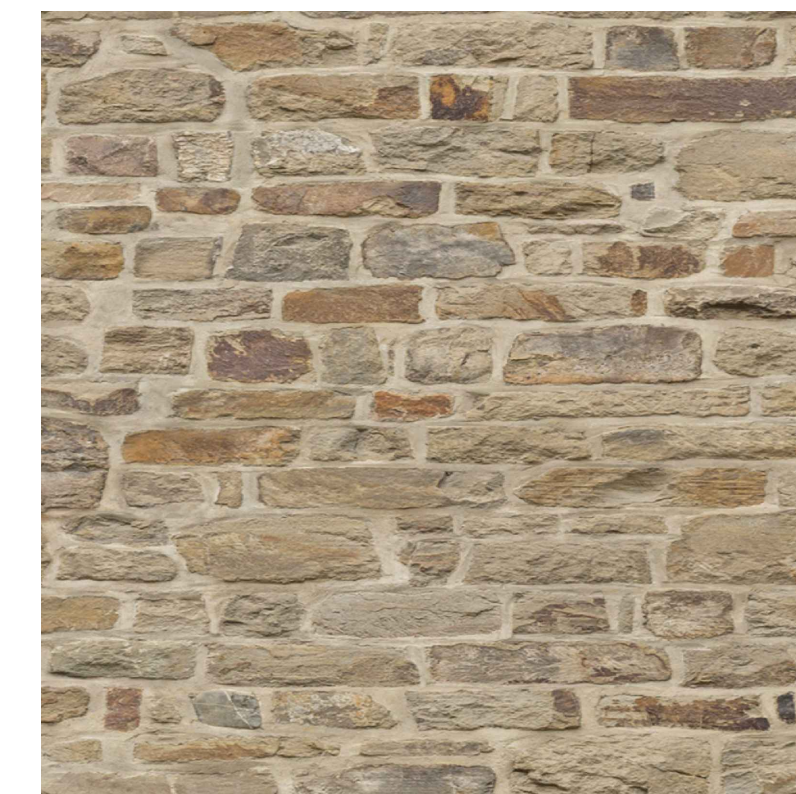


METAL: MATTE DARK BRONZE



WOOD SIDING COLUMNS, BEAMS AND TRIM

- STANDING SEAM METAL ROOFING
- METAL FASCIA
- FLASHINGS
- WINDOWS & DOORS



NATURAL STONE VENEER /  
BRICK COURSE LAYUP



WOOD SOFFITS

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EXTERIOR  
RENDERINGS &  
MATERIALS

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**A 4.2**



### TYPE 'C' FIXTURE

## ZUR 18 WALL SCENE

TECH LIGHTING

Exhibiting Tech Lighting's refined and undorned minimalist aesthetic, the Zur Collection of wall sconces features an innovative pivot design that aims light precisely as needed for way finding, architectural accents or landscape illumination. The elegant Zur Outdoor Collection blends seamlessly and inconspicuously into contemporary architecture and landscapes while providing efficient LED illumination.

**Outstanding protection against the elements:**

- Powder coat finishes
- Stainless Steel mounting hardware
- IP65 rated

**Head pivots 240° for wall grazing or directional illumination**

**SPECIFICATIONS**

LUMENS	451-1633.3 @ 900 L
WATTS	25.4
VOLTAGE	Universal 120-277V, with integral transient 2.5kV surge protection (default)
DIMMING	0-10, 0-1V
LIGHT DISTRIBUTION	Adjustable
OPTICS	40° FOV
MOUNTING OPTIONS	Wall
ADJUSTABILITY	Head pivots 240°
PERFORMANCE OPTIONS	Photocontrol / 16 Lux Base
CT	2700K, 3000K or 4000K
CRI	90+
COLOR BINNING	3 Step
BIG RATINGS	4F/8F/11/15L/17/21/US-60
DARK SKY	Compliant (default) not required
WET LISTED	IP65
GENERAL LISTING	ETL
CALIFORNIA TITLE 24	Can be used to comply with CEC 2019 Title 24 Part 6 for outdoor use. Registration with CEC Application Database not required.
START TEMP	-30°C
FIELD SERVICEABLE LED	Yes
CONSTRUCTION	Aluminum
HARDWARE	Stainless Steel
FINISH	Powder Coat
LED LIFETIME	L70 >45,000 Hours
WARRANTY**	5 Years
WEIGHT	16.1 lbs.

**ORDERING INFORMATION**

PRODUCT NUMBER	CT	FINISH	LENGTH	FINISH	VOLTAGE	DISTRIBUTION	OPTIONS
30000000	27	01-01	18"	27"	2	ADJUSTABLE	NONE
30000001	30	01-01	18"	27"	2	ADJUSTABLE	PHOTOCONTROL
30000002	40	01-01	18"	27"	2	ADJUSTABLE	PHOTOCONTROL

TYPE C

### TYPE 'A' FIXTURE

## HALO

TECH LIGHTING

**H4 LED Downlight Series 2nd Generation - LED Light Engines**

The Halo H4 LED is a family of 4" aperture recessed downlights with H407 series housings designed for use with Halo EL406 Series LED Light Engines and compatible TL4 and TL24 Series LED trims. Halo H4 LED housings have integral LED drivers that offer dimming as a standard feature.

Halo H4 LED is a three part system: EL406 Light Engines, with TL4/TL24 trims and H407 housings. H4 LED 2nd Generation features 90 CRI color rendering index and offers a superior optical design that yields productive beam lumens, good cutoff and low glare.

**DESIGN FEATURES**

**(A) Upper Heat Sink**

- Durable extruded aluminum construction.
- Conducts heat away from the LED keeping the junction temperatures below specified maximums, even when installed in insulated ceiling environments.

**(B) Lower Heat Sink**

- Durable die-cast aluminum construction.
- Precision keyed flange designed to lock with matching keyed slots in the ceiling.
- Works in conjunction with the upper heat sink for heat conduction away from the LED.

**(C) Precision Blades**

- Precision formed stainless steel spring blades provide retention of the EL406 series of light engines in the H407 series housings.
- Friction blade design allows the light engine to be installed in any position within the housing aperture (360 degrees).

**(D) LED Connection**

- LED connector is non-screw base offering easy installation with the H407 Series housings.
- LED connector is compliant with high-efficiency luminaire code requirements as a non-screw base socket.
- Separate grounding cable included on the modular light attachment to the housing during installation.

**MECHANICAL QUALIFICATION**

- Halo LED offers the choice of four correlated color temperatures: 2700K, 3000K, 3500K, 4000K
- 90 CRI
- LED package consisting of an engineered array of multiple LEDs to create one virtual source, for a productive "cone of light"
- Designed for interchangeable trim choices, with selection from multiple reflector, baffle, and lens trim options
- H4 LED Light Engines are ENERGY STAR® Qualified as used with designated LED trims
- Can be used to meet State of California Title 24, and International Energy Conservation Code - IECC, High Efficacy requirement for recessed and only designated LED trims
- LED emits no ultraviolet and only minimal infrared wavelengths
- RoHS compliant

**COLOR SPECIFICATION & QUALITY STANDARDS**

- Halo employs a tight chromaticity specification and LED color binning process to ensure LED color uniformity, sustainable Color Rendering Index (CRI) and Correlated Color Temperature (CCT) consistency over the useful life of the LED
- Halo H4 LED chromaticity specification is 3SDCM initial and 3SDCM at end life, which exceeds ENERGY STAR® SSL color standards (see per ANSI 78.27-2008)
- Every Halo LED Module is quality tested and performance measured on the production line, and certified to register lumens, wattage, CRI and CCT
- Halo LED's operational testing and measurement process further ensures color and lumen consistency to meet stringent Cooper Lighting standards and exceed ENERGY STAR® SSL standards
- Halo LED Modules and light engines include color designation in the model number
- Example: EL40627
- 2700K nominal CCT
- > 90 CRI

**90 CRI**

**H4 LED Downlight 2nd Generation 2700K, 3000K, 3500K, 4000K**

**4-Inch LED Light Engine FOR USE WITH H407 Series 4" LED Housings 90 CRI High Efficacy LED**

**ORDERING INFORMATION**

PRODUCT NUMBER	CT	FINISH	LENGTH	FINISH	VOLTAGE	DISTRIBUTION	OPTIONS
30000000	27	01-01	24"	24"	2	ADJUSTABLE	NONE
30000001	30	01-01	24"	24"	2	ADJUSTABLE	PHOTOCONTROL
30000002	40	01-01	24"	24"	2	ADJUSTABLE	PHOTOCONTROL

TYPE A

### TYPE 'D' FIXTURE

## ROADWAY

LUMEC by @ignify

RFS Cobra head (small)

Exhibiting Tech Lighting's refined and undorned minimalist aesthetic, the Zur Collection of wall sconces features an innovative pivot design that aims light precisely as needed for way finding, architectural accents or landscape illumination. The elegant Zur Outdoor Collection blends seamlessly and inconspicuously into contemporary architecture and landscapes while providing efficient LED illumination.

**Outstanding protection against the elements:**

- Powder coat finishes
- Stainless Steel mounting hardware
- IP65 rated

**Head pivots 240° for wall grazing or directional illumination**

**SPECIFICATIONS**

LUMENS	451-1633.3 @ 900 L
WATTS	25.4
VOLTAGE	Universal 120-277V, with integral transient 2.5kV surge protection (default)
DIMMING	0-10, 0-1V
LIGHT DISTRIBUTION	Adjustable
OPTICS	40° FOV
MOUNTING OPTIONS	Wall
ADJUSTABILITY	Head pivots 240°
PERFORMANCE OPTIONS	Photocontrol / 16 Lux Base
CT	2700K, 3000K or 4000K
CRI	90+
COLOR BINNING	3 Step
BIG RATINGS	4F/8F/11/15L/17/21/US-60
DARK SKY	Compliant (default) not required
WET LISTED	IP65
GENERAL LISTING	ETL
CALIFORNIA TITLE 24	Can be used to comply with CEC 2019 Title 24 Part 6 for outdoor use. Registration with CEC Application Database not required.
START TEMP	-30°C
FIELD SERVICEABLE LED	Yes
CONSTRUCTION	Aluminum
HARDWARE	Stainless Steel
FINISH	Powder Coat
LED LIFETIME	L70 >45,000 Hours
WARRANTY**	5 Years
WEIGHT	16.1 lbs.

**ORDERING INFORMATION**

PRODUCT NUMBER	CT	FINISH	LENGTH	FINISH	VOLTAGE	DISTRIBUTION	OPTIONS
30000000	27	01-01	24"	24"	2	ADJUSTABLE	NONE
30000001	30	01-01	24"	24"	2	ADJUSTABLE	PHOTOCONTROL
30000002	40	01-01	24"	24"	2	ADJUSTABLE	PHOTOCONTROL

TYPE D

### TYPE 'B' FIXTURE

## ZUR 24 WALL SCENE

TECH LIGHTING

Exhibiting Tech Lighting's refined and undorned minimalist aesthetic, the Zur Collection of wall sconces features an innovative pivot design that aims light precisely as needed for way finding, architectural accents or landscape illumination. The elegant Zur Outdoor Collection blends seamlessly and inconspicuously into contemporary architecture and landscapes while providing efficient LED illumination.

**Outstanding protection against the elements:**

- Powder coat finishes
- Stainless Steel mounting hardware
- IP65 rated

**Head pivots 240° for wall grazing or directional illumination**

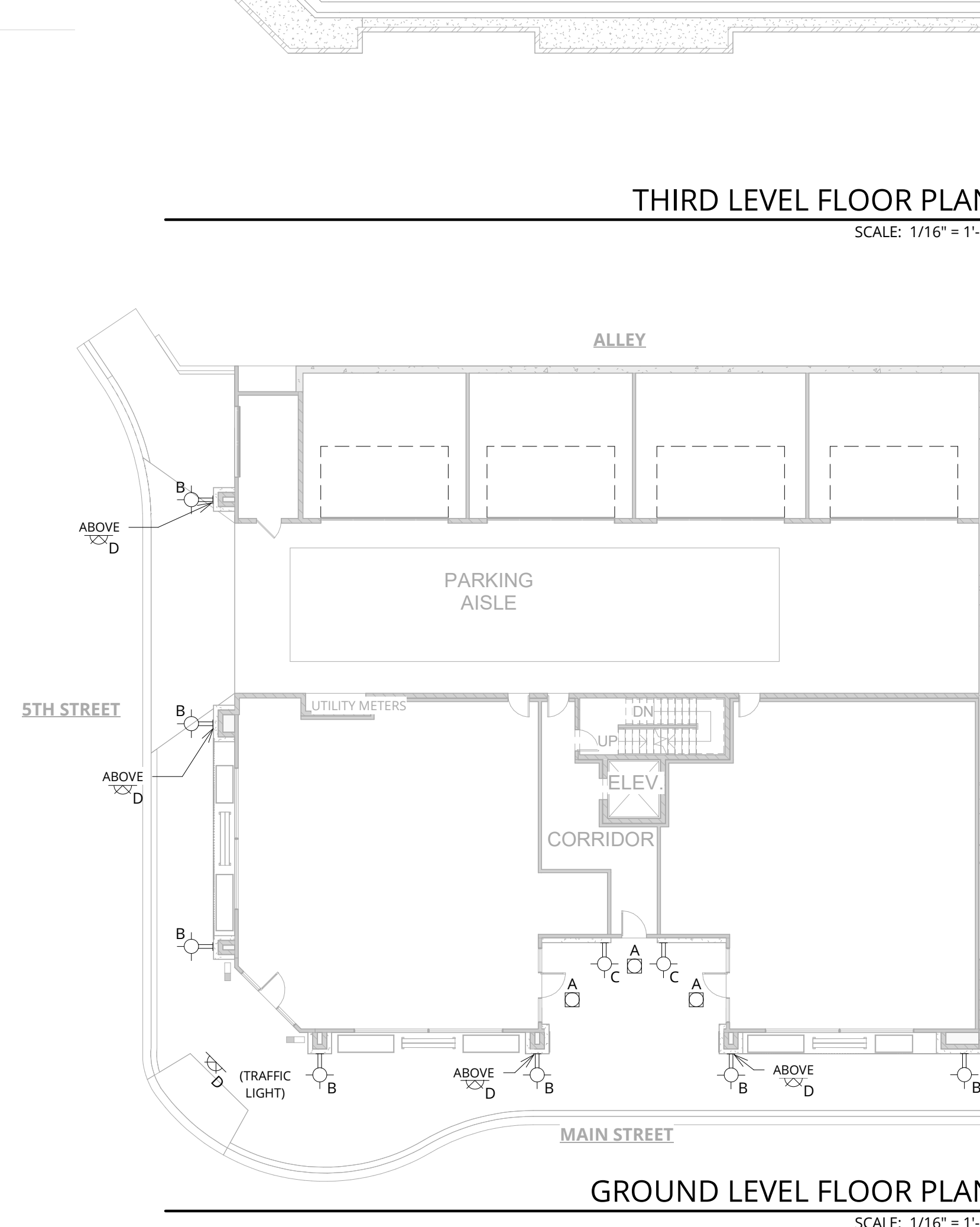
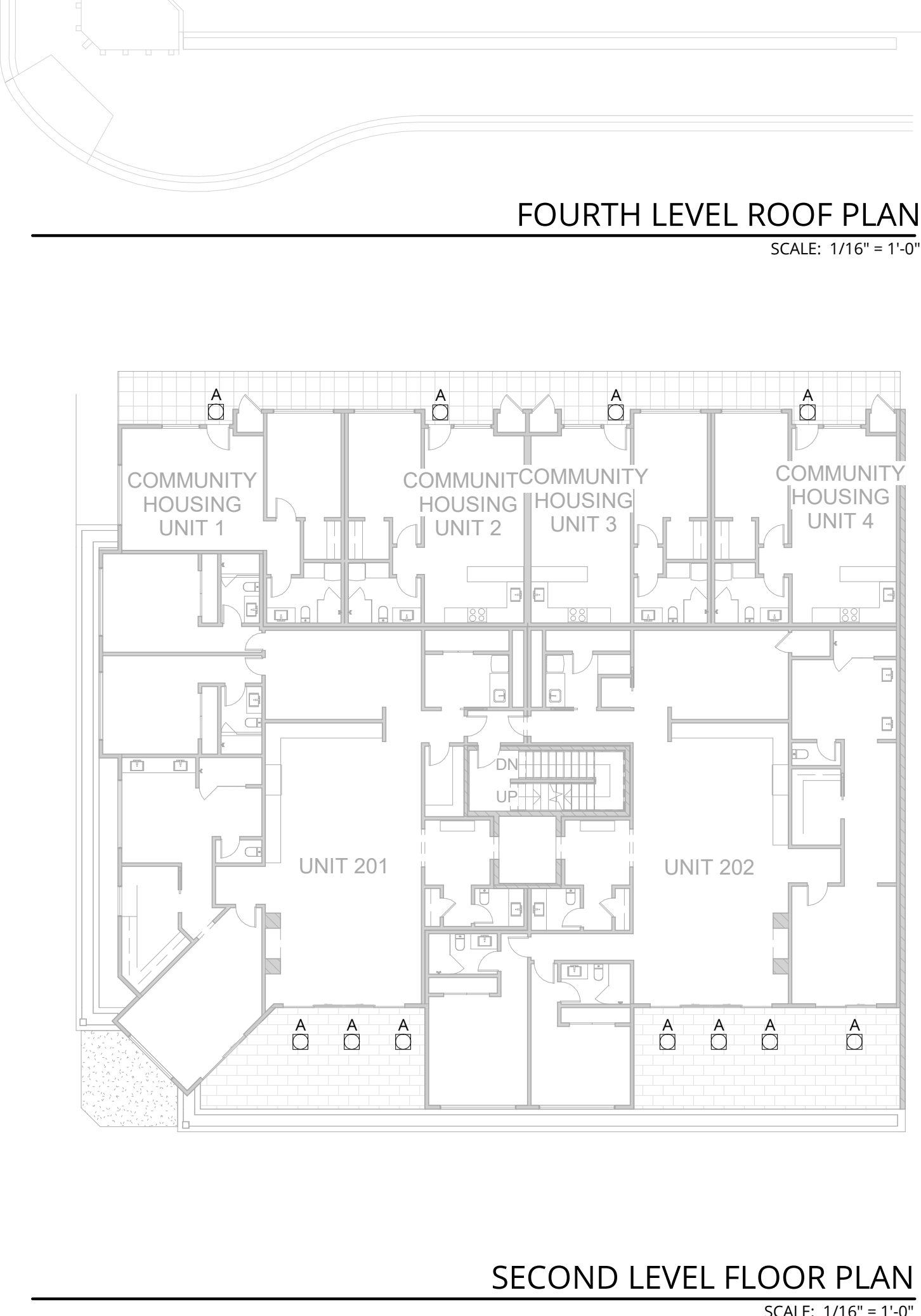
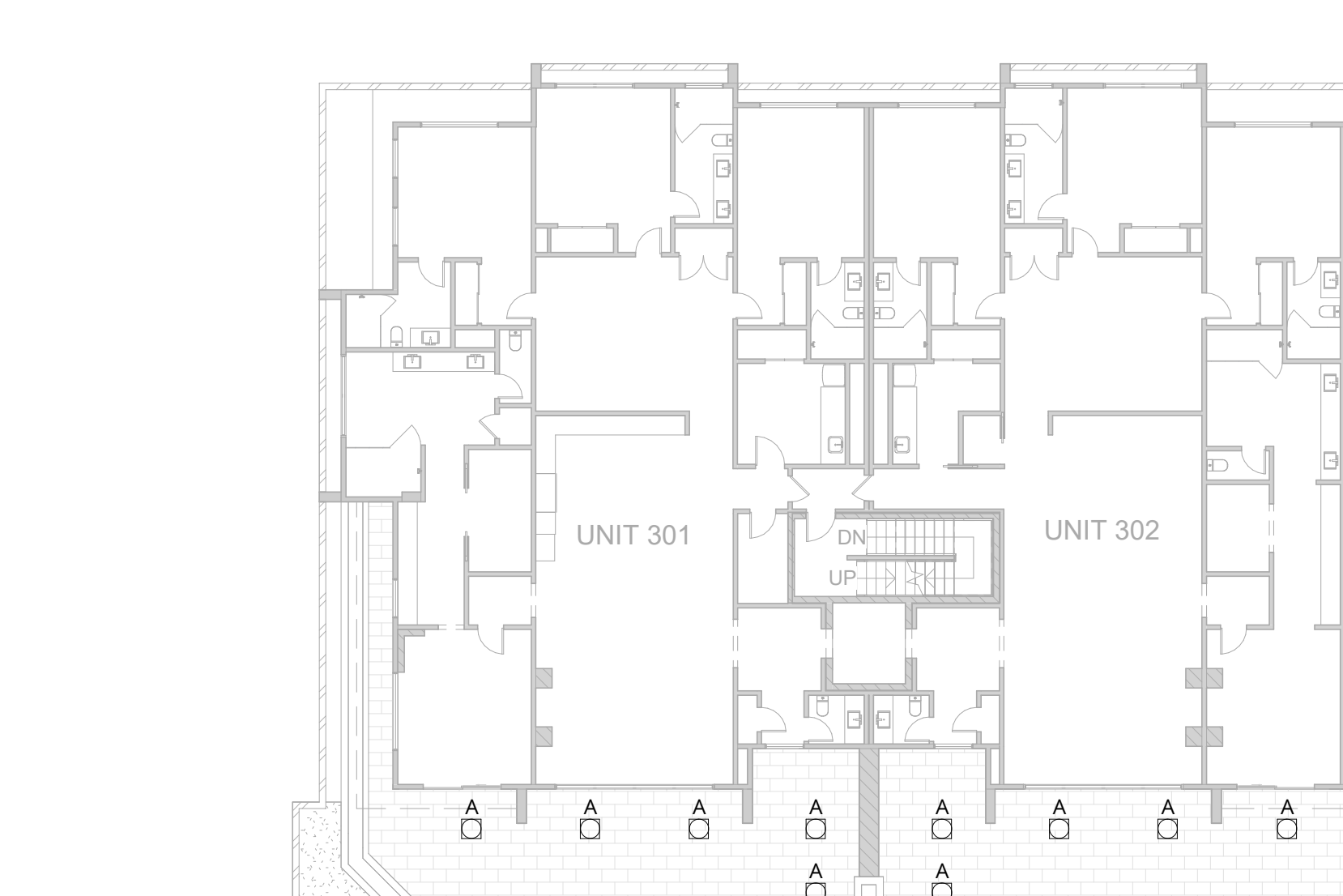
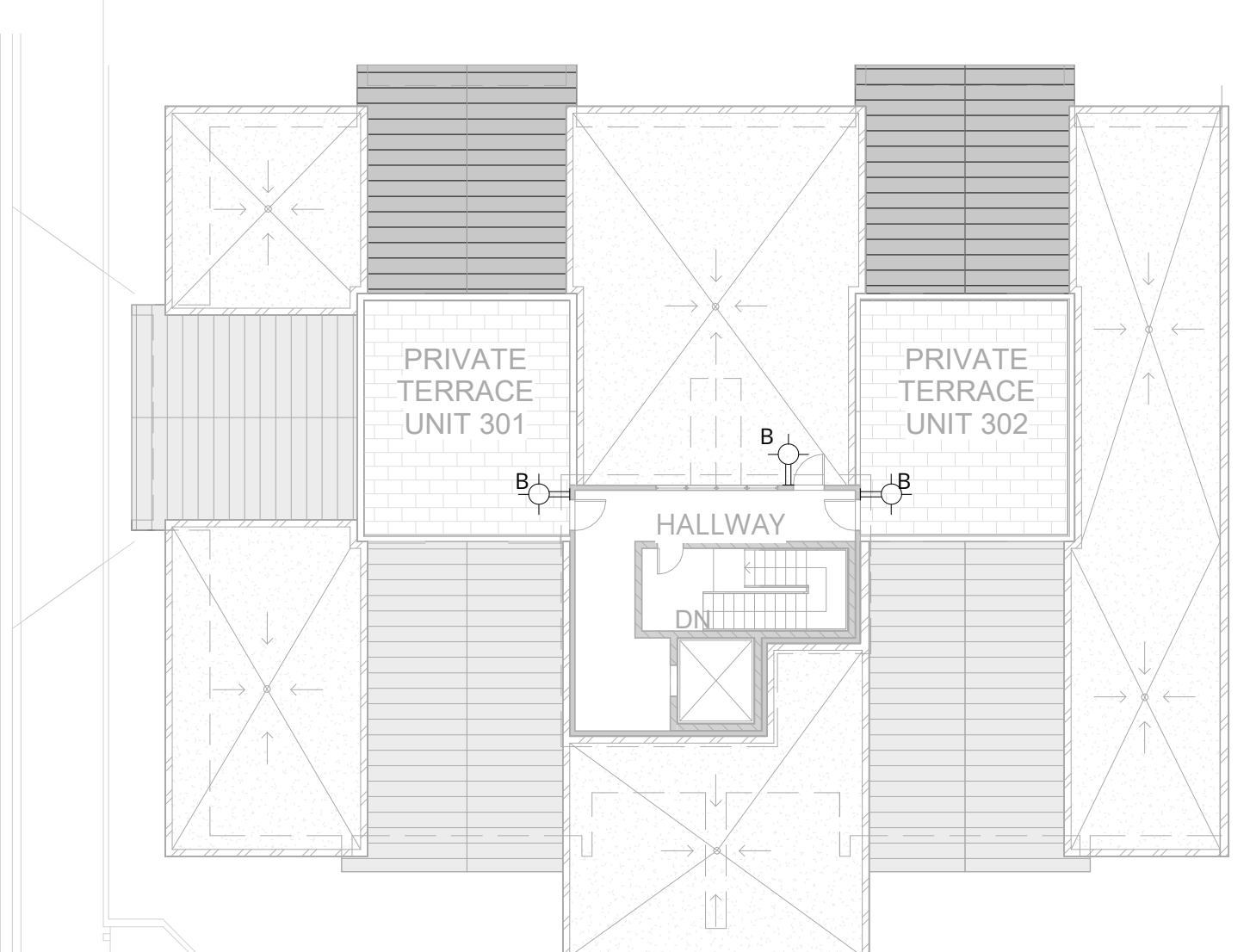
**SPECIFICATIONS**

LUMENS	451-1633.3 @ 900 L
WATTS	25.4
VOLTAGE	Universal 120-277V, with integral transient 2.5kV surge protection (default)
DIMMING	0-10, 0-1V
LIGHT DISTRIBUTION	Adjustable
OPTICS	40° FOV
MOUNTING OPTIONS	Wall
ADJUSTABILITY	Head pivots 240°
PERFORMANCE OPTIONS	Photocontrol / 16 Lux Base
CT	2700K, 3000K or 4000K
CRI	90+
COLOR BINNING	3 Step
BIG RATINGS	4F/8F/11/15L/17/21/US-60
DARK SKY	Compliant (default) not required
WET LISTED	IP65
GENERAL LISTING	ETL
CALIFORNIA TITLE 24	Can be used to comply with CEC 2019 Title 24 Part 6 for outdoor use. Registration with CEC Application Database not required.
START TEMP	-30°C
FIELD SERVICEABLE LED	Yes
CONSTRUCTION	Aluminum
HARDWARE	Stainless Steel
FINISH	Powder Coat
LED LIFETIME	L70 >45,000 Hours
WARRANTY**	5 Years
WEIGHT	16.1 lbs.

**ORDERING INFORMATION**

PRODUCT NUMBER	CT	FINISH	LENGTH	FINISH	VOLTAGE	DISTRIBUTION	OPTIONS
30000000	27	01-01	24"	24"	2	ADJUSTABLE	NONE
30000001	30	01-01	24"	24"	2	ADJUSTABLE	PHOTOCONTROL
30000002	40	01-01	24"	24"	2	ADJUSTABLE	PHOTOCONTROL

TYPE B



### LANDSCAPING KEY

**TYPE 'A'**  
RECESSED SOFFIT DOWNLIGHT  
9W LED, 2700K  
MANUF: COOPER LIGHTING  
MAKE: HALO LED H4 SERIES

**TYPE 'B'**  
WALL MOUNT SCENCE  
FULLY SHIELDED, DARK SKY COMPLIANT  
909 L LUMENS, 20W LED, 2700K  
MANUF: TECH LIGHTING  
MAKE: ZUR 18  
FINISH: BLACK  
SIZE: 24" HIGH x 7.7" WIDE x 5.5" DEEP  
HEIGHT: 9' ABOVE GROUND

**TYPE 'C'**  
WALL MOUNT SCENCE  
FULLY SHIELDED, DARK SKY COMPLIANT  
909 L LUMENS, 20W LED, 2700K  
MANUF: TECH LIGHTING  
MAKE: ZUR 18  
FINISH: BLACK  
SIZE: 24" HIGH x 7.7" WIDE x 5.5" DEEP  
HEIGHT: 7'-6" ABOVE GROUND

**TYPE 'D'**  
STREET LIGHT MOUNTED TO BUILDING OR TRAFFIC LIGHT (REFER TO PLAN)  
SOLAR ONE RFS FIXTURE WITH NXT LUMINAIRE PER CITY OF KETCHUM LIGHTING STANDARDS.  
HEIGHT: 13' ABOVE GROUND (W/ EXCEPTION OF 1 FIXTURE ON TRAFFIC LIGHT AT CORNER OF MAIN & 5TH)

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MICHELA BLAIS  
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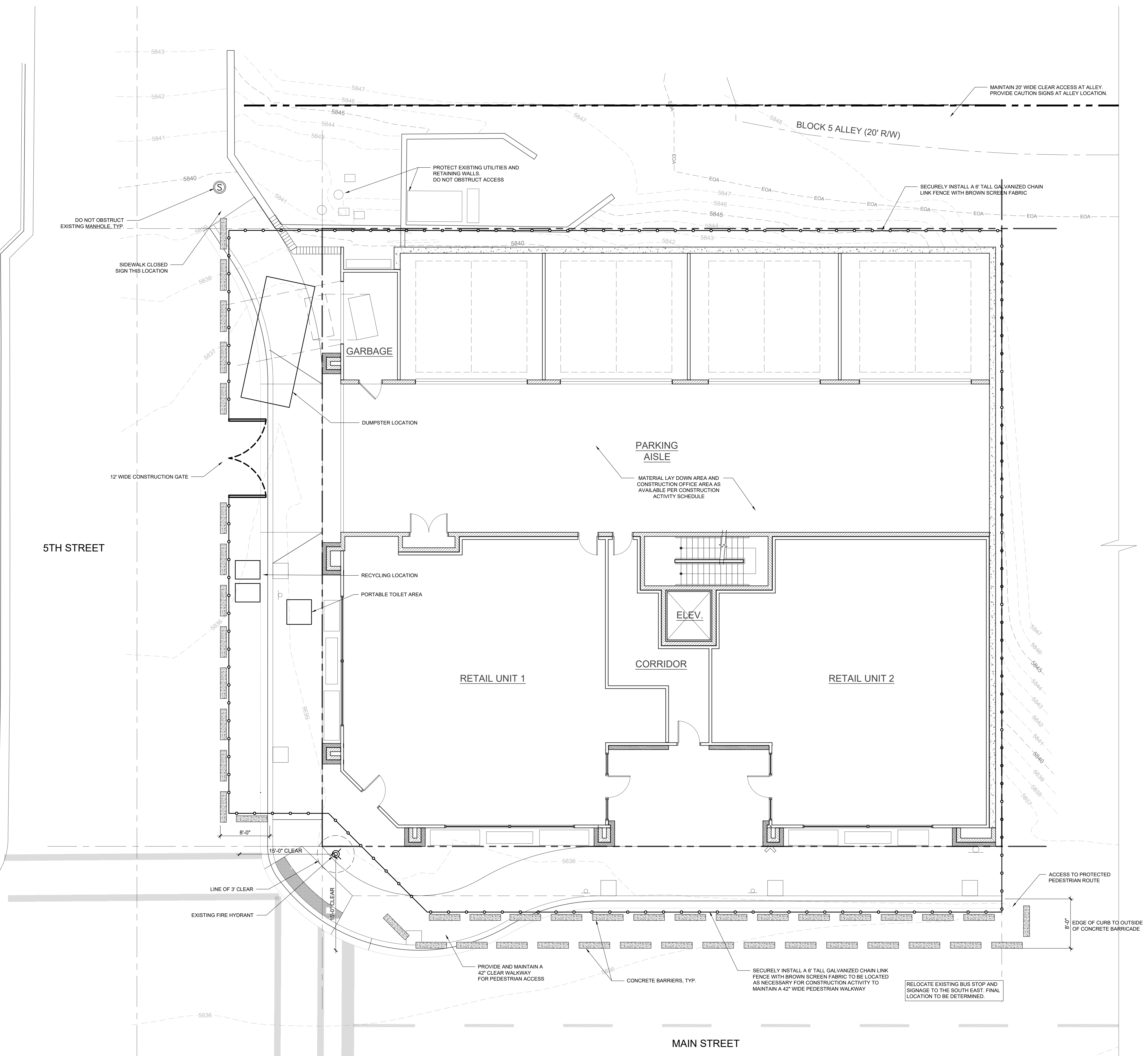
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- CONSTRUCTION ACTIVITY NOTES**
- GENERAL CONTRACTOR IS RESPONSIBLE FOR ALL SUBCONTRACTORS AND ALL ASPECTS OF THE CONSTRUCTION ACTIVITY PERMIT.
  - GENERAL CONTRACTOR TO PROVIDE NOTICE OF PROJECT SCHEDULE INFO AND GENERAL CONTRACTOR'S CONTACT INFORMATION TO ALL NEIGHBORS PRIOR TO CONSTRUCTION.
  - GENERAL CONTRACTOR TO PROVIDE DUST, MUD, SAND, AND GRAVEL CONTROL AND PROVIDE CLEANING FOR VEHICLES, TIRES, AND AFFECTED STREETS (KMC 15.06.030.B.4)
  - CONTRACTOR SHALL SUBMIT A TEMPORARY USE OF RIGHT OF WAY PERMIT (TURP) FOR THE USE OF CITY RIGHT OF WAY FOR CONSTRUCTION INCLUDING THE CLOSURE OF ADJACENT STREETS OR SIDEWALKS FOR REVIEW AND APPROVAL BY THE STREETS DEPARTMENT.
  - EXISTING CONDITION OF RIGHT-OF-WAY SHALL BE DOCUMENTED WITH PHOTOGRAPHS AND A SITE VISIT WITH STREET DEPARTMENT PERSONNEL. REPAIR OF DAMAGE TO THE RIGHT-OF-WAY SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.
  - MAINTAIN CLEAN SITE AND PERIMETER OUTSIDE OF CONSTRUCTION FENCE DAILY. TRASH TO BE REMOVED DAILY. MATERIALS TO BE STORED NEATLY.
  - FIRE EXTINGUISHERS SHALL BE INSTALLED PER 2018 IFC SECTION 906 DURING CONSTRUCTION.
  - CONSTRUCTION VEHICLES TO LIMIT SPEED TO 15 MPH ONE BLOCK FROM CONSTRUCTION SITE.
  - TRUCKING ROUTE: MAIN STREET TO 5TH STREET TO SITE.
  - THE CONTRACTOR WILL PROVIDE BUS TRANSPORT FOR CONSTRUCTION EMPLOYEES.
  - CONSTRUCTION MATERIALS WILL BE TIMED DELIVERIES WHEN NEEDED TO INSTALL ON SITE. TEMPORARY TRAFFIC CONTROL WILL BE USED AS NECESSARY FOR MATERIALS DELIVERY AND HAULING.

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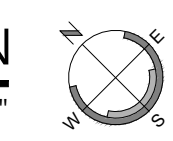
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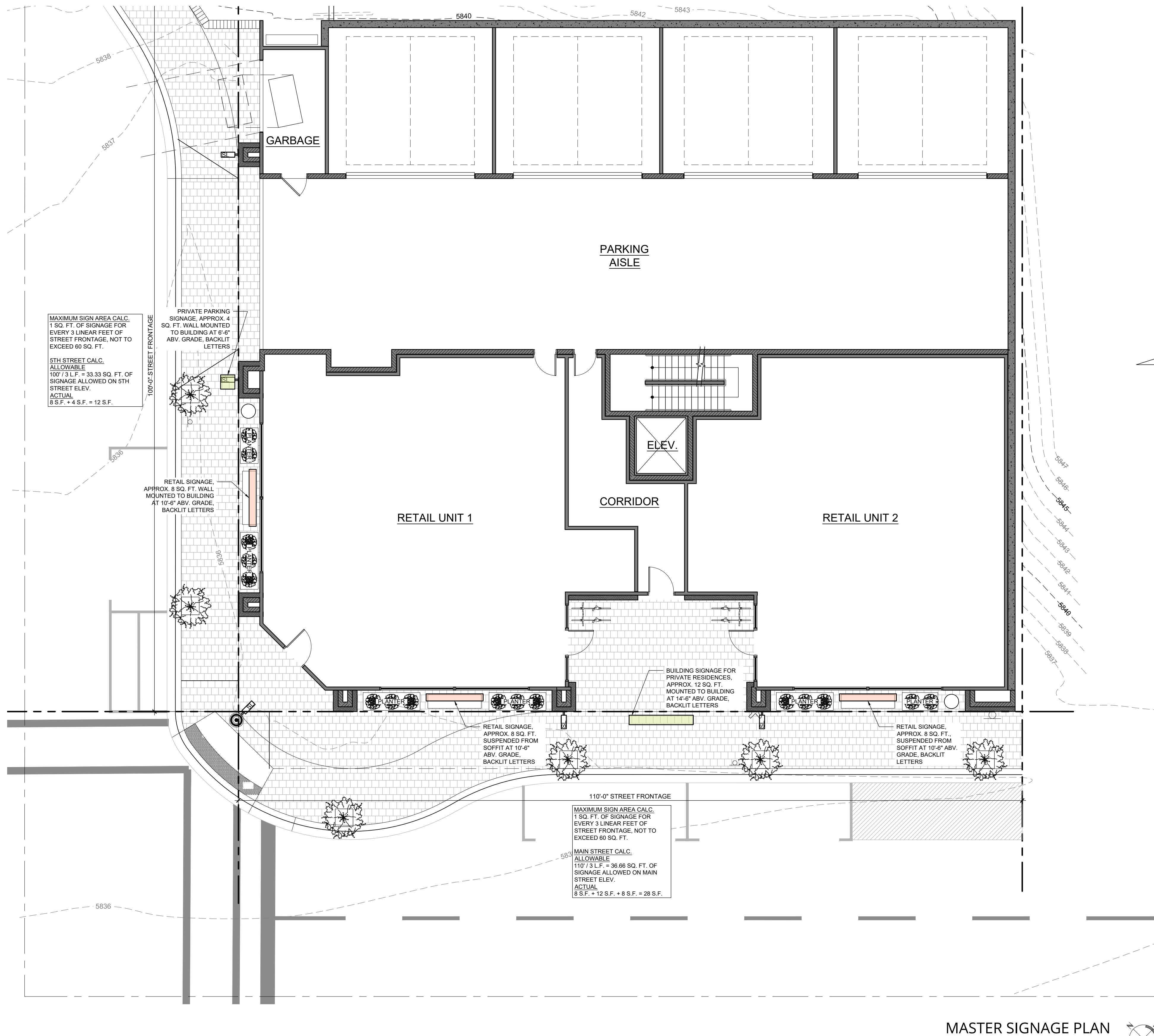
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**A 6.0**

CONSTRUCTION ACTIVITY PLAN  
SCALE: 1/8" = 1'-0"







**MASTER SIGNAGE PLAN**  
SCALE: 1/8" = 1'-0"

**KETCHUM SIGN ORDINANCE**

SECTION 17.127.040

**A. SAFETY.**  
1. ALL SIGNS SHALL BE STRUCTURALLY SOUND AND MAINTAINED IN ACCORDANCE WITH ALL APPLICABLE PROVISIONS OF THE INTERNATIONAL BUILDING CODE EDITION CURRENTLY ADOPTED BY THE CITY.

**B. COMPUTATIONS.**  
1. SIGN AREA. SIGN AREA SHALL BE MEASURED AS THE AREA CONTAINED WITHIN THE SMALLEST POLYGONAL SHAPE THAT WILL ENCLOSE BOTH THE COPY AND THE BACKGROUND. SIGN COPY MOUNTED AS INDIVIDUAL LETTERS OR GRAPHIC, WHERE A SIGN CONSISTS OF MORE THAN ONE FACE, SECTION OR MODULE, ALL AREA SHALL BE TOTALED.

**D. SIGN LIGHTING REGULATIONS.** THE FOLLOWING SHALL APPLY TO ALL SIGNS PROPOSED IN ALL ZONING DISTRICTS.  
1. EXTERNAL ILLUMINATION OF SIGNS SHALL CONFORM TO CHAPTER 17.132, "DARK SKIES," OF THIS TITLE AND BE DESIGNED, LOCATED, SHIELDED AND DIRECTED IN SUCH A MANNER THAT THE LIGHT SOURCE IS FIXED AND IS NOT DIRECTLY VISIBLE FROM ANY ADJACENT PUBLIC RIGHT-OF-WAY, SURROUNDING PROPERTY, OR MOTORISTS VISION.  
2. INTERNAL LIGHTING OR BACKLIGHTING SHALL CONFORM TO CHAPTER 17.132, "DARK SKIES," OF THIS TITLE.  
3. GAS FILLED LIGHT TUBE (NEON OR FASIMILE) SIGNS WITH TUBES EXPOSED TO VIEW OF ANY SIZE MAY BE UTILIZED INSIDE THE PREMISES. ONE GAS FILLED LIGHT TUBE (NEON OR FASIMILE) PER BUSINESS, PROVIDED IT DOES NOT EXCEED FOUR SQUARE FEET AND IS DISPLAYED FROM THE INSIDE OF THE BUILDING.  
4. LED LIGHTING MAY BE UTILIZED PROVIDED THE LIGHT SOURCE IS RECESSED AND NOT DIRECTLY VISIBLE FROM ANY ADJACENT PUBLIC RIGHT-OF-WAY, SURROUNDING PROPERTY, OR MOTORISTS VISION.  
5. SIGNS OVERHANGING PUBLIC RIGHTS-OF-WAY. ALL SIGNS, AWNINGS, AND MARQUEES ALLOWED TO OVERHANG A PUBLIC RIGHT-OF-WAY SHALL BE SUBJECT TO BUILDING CODE COMPLIANCE, RELEASE OF CITY LIABILITY, MAINTENANCE, SAFETY, REMOVAL UPON DEMAND OF THE CITY, AND OTHER CONDITIONS AT THE TIME OF PERMIT ISSUANCE AND PRIOR INSTALLATION. THE SIGN SHALL CONSTITUTE AN AGREEMENT BETWEEN THE APPLICANT AND THE CITY CONCERNING THE PUBLIC RIGHT-OF-WAY.

**SIGN SPECIFICATIONS MATRIX (SECTION 17.127.050)**  
CC, T, T-3000, T-4000, L1, L2, AND L10 DISTRICTS

SIGN TYPES	MAXIMUM AREA / SIZE	MAXIMUM HEIGHT	SETBACK / LOCATION	MAXIMUM NUMBER	SPECIAL PROVISIONS
PROJECTING	DETERMINED BY HEIGHT, CLEARANCE AND PROJECTION PARAMETERS	A MINIMUM OF 8' OF CLEARANCE TO GRADE REQUIRED FOR THE LOWEST PORTION OF THE PROJECTING SIGN. THE TOP OF SIGN SHALL BE LOCATED BELOW THE WINDOWS ON THE SECOND FLOOR OF THE BUILDING.	N/A	1 PER STOREFRONT ENTRANCE	SHALL NOT EXTEND MORE THAN 8" FROM THE BUILDING. THE MAXIMUM PROFILE OR THICKNESS SHALL NOT EXCEED 6"
WALL	1 SQ. FT. OF SIGNAGE FOR EVERY 3 LINEAR FEET OF STREET FRONTAGE, NOT TO EXCEED 60 SQ. FT. EACH STREET FRONTAGE WITH DIRECT CUSTOMER ACCESS IS CONSIDERED SEPARATELY.	SHALL NOT BE ABOVE THE LOWEST PORTION OF A PARAPET WALL, OR ABOVE THE RAISED LINE/FASCIA OF ANY ROOF TYPE	N/A	EACH INDIVIDUAL PERMITTED COMMERCIAL SIGN IS LIMITED TO 2 SIGNS THAT ARE PARALLEL TO THE STREET FRONTAGE WITH DIRECT CUSTOMER ACCESS	ANY BUILDING FACADE SHALL NOT HAVE A WALL SIGN MORE THAN 60% OF THE UNBROKEN FACADE AREA
WINDOW	SHALL NOT OCCUPY MORE THAN 20% OF THE TOTAL AREA OF A SINGLE WINDOW SURFACE	N/A	N/A	N/A	ANY SIGN LOCATED INSIDE OF A BUILDING WITHIN 3' OF AN EXTERIOR WINDOW SHALL BE COUNTED AS A WINDOW SIGN. ALL VIDEO DISPLAYS VISIBLE FROM AN EXTERIOR WINDOW ARE PROHIBITED. WINDOW SIGNS ARE NOT INCLUDED IN THE TOTAL ALLOWED SIGNAGE.



INSPIRATION IMAGES

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12.09.2021 DESIGN REVIEW

LICENSED ARCHITECT  
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MICHELA BLUES  
STATE OF IDAHO

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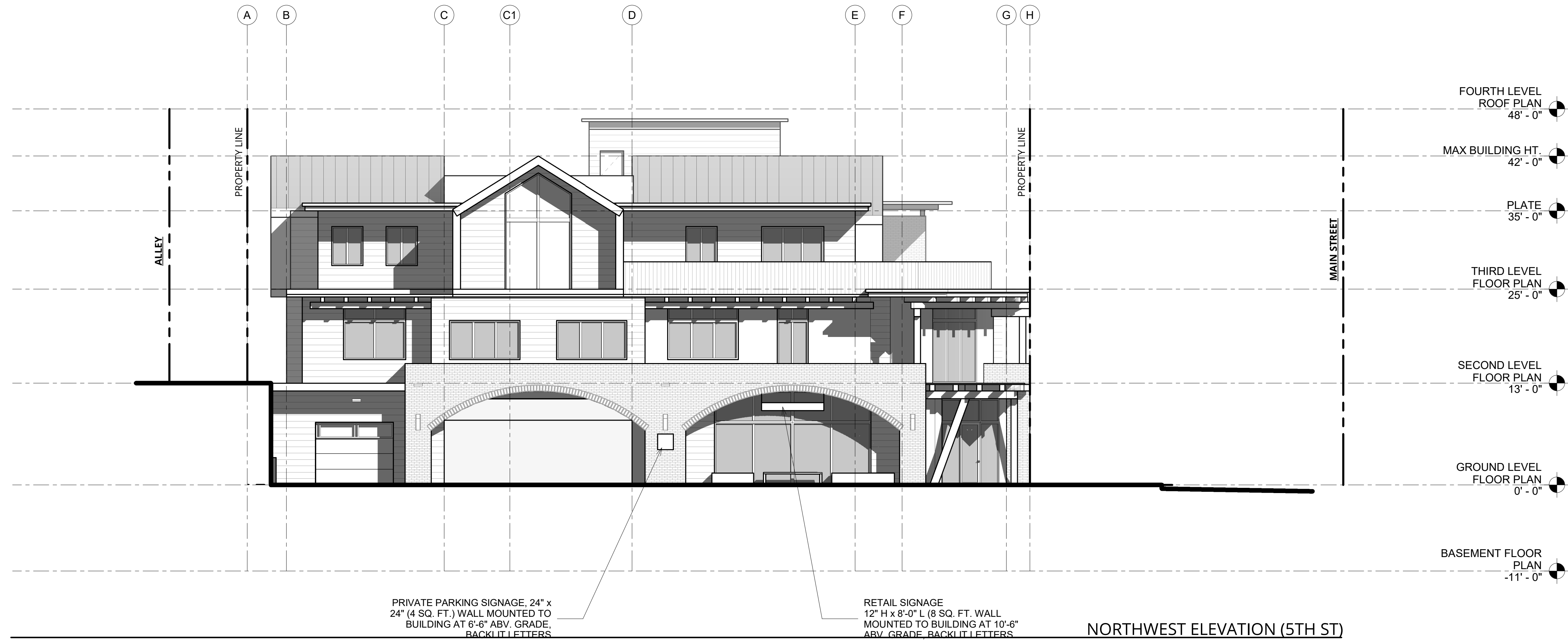


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SOUTHWEST ELEVATION (MAIN ST)

SCALE: 1/8" = 1'-0"



NORTHWEST ELEVATION (5TH ST)

SCALE: 1/8" = 1'-0"

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 DRAWING

MASTER SIGNAGE  
 ELEVATIONS

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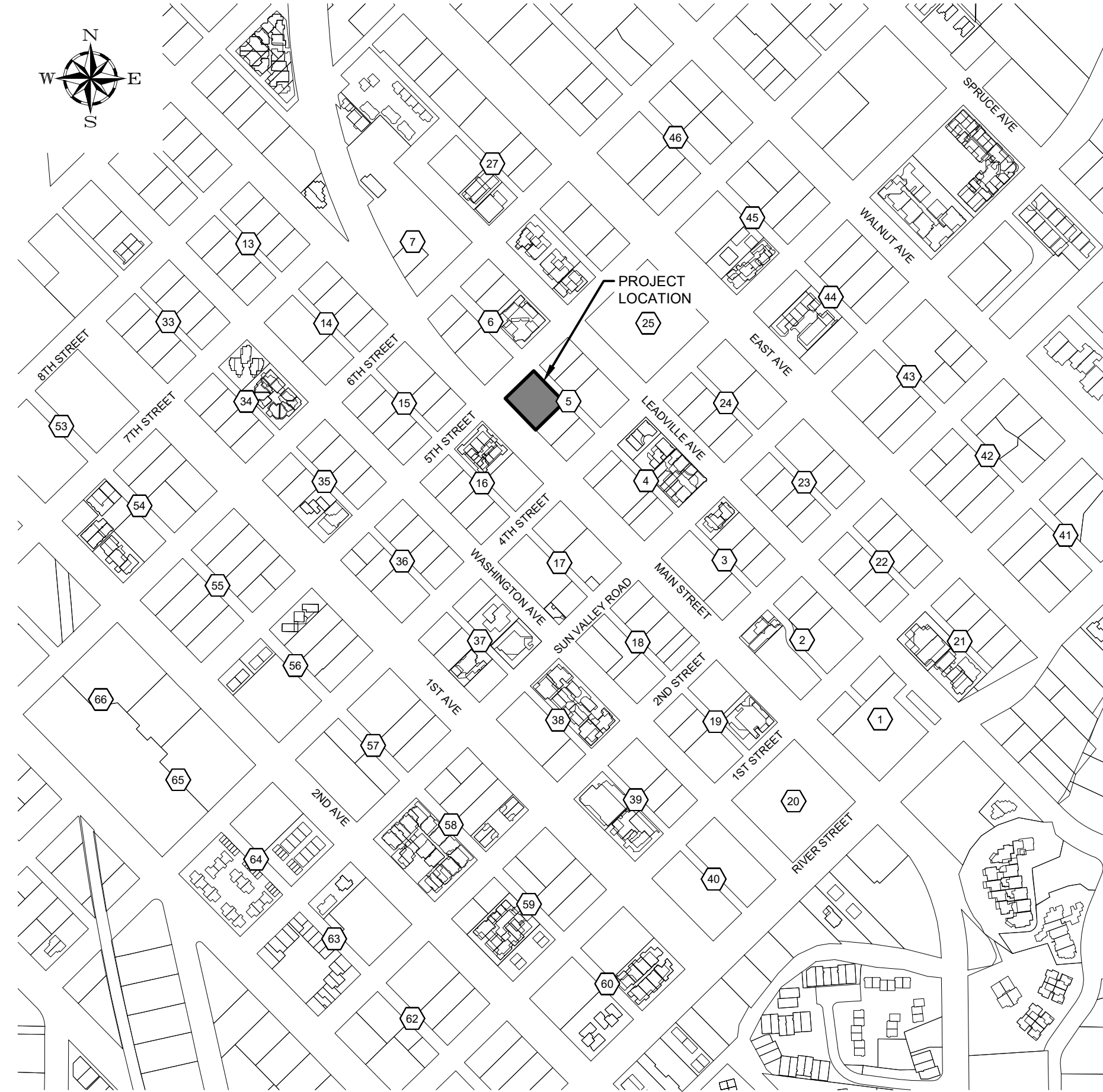
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## KETCHUM, IDAHO

### DECEMBER 2021

#### CONSTRUCTION NOTES

- ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE MOST CURRENT EDITION OF THE "IDAHO REGULATIONS FOR PUBLIC DRINKING WATER SYSTEMS," THE CURRENT EDITION OF THE "IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION" (ISPC), AND CITY OF KETCHUM STANDARDS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING AND KEEPING A COPY OF THE ISPC ON SITE DURING CONSTRUCTION.
- THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN ON THE PLANS IN AN APPROXIMATE WAY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING EXISTING UTILITIES PRIOR TO COMMENCING AND DURING THE CONSTRUCTION. THE CONTRACTOR AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH RESULT FROM HIS FAILURE TO ACCURATELY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES. CONTRACTOR SHALL CALL DIGLINE (1-800-342-1585) TO LOCATE ALL EXISTING UNDERGROUND UTILITIES.
- THE CONTRACTOR SHALL CLEAN UP THE SITE AFTER CONSTRUCTION SO THAT IT IS IN A CONDITION EQUAL TO OR BETTER THAN THAT WHICH EXISTED PRIOR TO CONSTRUCTION, INCLUDING BUT NOT LIMITED TO, EPA'S NPDES CONSTRUCTION GENERAL PERMIT.
- THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS PRIOR TO CONSTRUCTION.
- CONSTRUCTION OF WATER MAINS AND ALL OTHER RELATED APPURTENANCES SHALL BE IN ACCORDANCE WITH THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION (ISPC), IDAPA 58.01.08, IDAHO RULES FOR PUBLIC DRINKING WATER SYSTEMS AND THE CITY OF KETCHUM UTILITIES DEPARTMENT STANDARDS.
- CONTRACTOR SHALL PRESSURE TEST, DISINFECT, AND CONDUCT BIOLOGICAL TESTING IN ACCORDANCE WITH THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION (ISPC), AMERICAN WATER WORKS ASSOCIATION (AWWA) STANDARDS, AND THE PRESSURE TESTING, DISINFECTION, AND MICROBIOLOGICAL TESTING PROCEDURES.
- ALL WATER SUPPLY FIXTURES, FITTINGS, PIPING, AND ALL RELATED APPURTENANCES SHALL BE ANSINFS STD. 61 COMPLIANT.
- ALL WATER SUPPLY FIXTURES, FITTINGS, PIPING, AND ALL RELATED APPURTENANCES SHALL COMPLY WITH THE LOW LEAD ACT REQUIRING ALL MATERIALS TO HAVE A LEAD CONTENT EQUAL TO OR LESS THAN 0.25%.
- THE CONTRACTOR SHALL USE ANSINFS STANDARD 60 CHEMICALS AND COMPOUNDS DURING INSTALLATION & DISINFECTION OF POTABLE WATER MAIN.
- CONTRACTOR SHALL COORDINATE LOCATIONS OF DRY UTILITY FACILITIES (POWER, CABLE, PHONE, TV) NOT SHOWN ON THE DRAWING WITH IDAHO POWER.
- ALL CLEARING & GRUBBING SHALL CONFORM TO ISPC SECTION 201.
- ALL EXCAVATION & EMBANKMENT SHALL CONFORM TO ISPC SECTION 202. EXCAVATED SUBGRADE SHALL BE COMPACTED AND ALL UNSUITABLE SECTIONS REMOVED AND REPLACED WITH STRUCTURAL FILL AS DETERMINED BY THE ENGINEER. MINIMUM COMPACTION OF PLACED MATERIAL SHALL BE 95% OF MAXIMUM LABORATORY DENSITY AS DETERMINED BY AASHTO T-99 OR ITD T-91.
- ALL 2" MINUS GRAVEL SHALL CONFORM TO ISPC 802, TYPE II (ITD STANDARD 703.04, 2"), SHALL BE PLACED IN CONFORMANCE WITH ISPC SECTION 801 AND COMPACTED PER SECTION 202. MINIMUM COMPACTION OF PLACED MATERIAL SHALL BE 90% OF MAXIMUM LABORATORY DENSITY AS DETERMINED BY AASHTO T-99.
- ALL 3/4" MINUS CRUSHED GRAVEL SHALL CONFORM TO ISPC 802, TYPE I (ITD STANDARD 703.04, 3/4" B), SHALL BE PLACED IN CONFORMANCE WITH ISPC SECTION 802 AND COMPACTED PER SECTION 202. MINIMUM COMPACTION OF PLACED MATERIAL SHALL BE 95% OF MAXIMUM LABORATORY DENSITY AS DETERMINED BY AASHTO T-99 OR ITD T-91.
- ALL ASPHALTIC CONCRETE PAVEMENT WORK SHALL CONFORM TO ISPC SECTION(S) 805, 810, AND 811 FOR CLASS II PAVEMENT. ASPHALT AGGREGATE SHALL BE 1/2" (13MM) NOMINAL SIZE CONFORMING TO TABLE 803B IN ISPC SECTION 803. ASPHALT BINDER SHALL BE PG 58-28 CONFORMING TO TABLE A-1 IN ISPC SECTION 805.
- ALL EDGES OF EXISTING ASPHALT PAVING SHALL BE SAW CUT 24" TO PROVIDE A CLEAN PAVEMENT EDGE FOR MATCHING. NO WHEEL CUTTING SHALL BE ALLOWED.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING TRAFFIC CONTROL PER THE CURRENT EDITION OF THE US DEPARTMENT OF TRANSPORTATION MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
- ALL CONCRETE FORM WORK SHALL CONFORM TO ISPC SECTION 701 AND 703. ALL CONCRETE SHALL BE 3,000 PSI MINIMUM, 28 DAY, AS DEFINED IN ISPC SECTION 703, TABLE 1.C.
- ALL TRENCHING SHALL CONFORM TO ISPC STANDARD DRAWING SD-301. TRENCHES SHALL BE BACKFILLED AND COMPACTED TO A MINIMUM OF 95% OF MAXIMUM DENSITY AS DETERMINED BY AASHTO T-99.
- TOPOGRAPHIC, SITE, AND BOUNDARY SURVEYS SHOWN HEREON WERE CONDUCTED BY BENCHMARK ASSOCIATES, P.A., 11/6/2019. REFER TO TOPOGRAPHIC MAP FOR NOTES.
- PER IDAHO CODE § 55-1613, THE CONTRACTOR SHALL RETAIN AND PROTECT ALL MONUMENTS, ACCESSORIES TO CORNERS, BENCHMARKS AND POINTS SET IN CONTROL SURVEYS; ALL MONUMENTS, ACCESSORIES TO CORNERS, BENCHMARKS AND POINTS SET IN CONTROL SURVEYS THAT ARE LOST OR DISTURBED BY CONSTRUCTION SHALL BE REESTABLISHED AND RE-MONUMENTED, AT THE EXPENSE OF THE AGENCY OR PERSON CAUSING THEIR LOSS OR DISTURBANCE AT THEIR ORIGINAL LOCATION OR BY SETTING OF A WITNESS CORNER OR REFERENCE POINT OR A REPLACEMENT BENCHMARK OR CONTROL POINT, BY OR UNDER THE DIRECTION OF A PROFESSIONAL LAND SURVEYOR.



VICINITY MAP  
N.T.S.

#### SHEET INDEX

SHEET#	DESCRIPTION
C0.1	COVER SHEET
C0.2	EXISTING SITE CONDITIONS
C1.0	SITE GEOMETRY
C2.0	SITE GRADING AND DRAINAGE
C2.1	DETAIL SHEET
C2.2	DETAIL SHEET
C2.3	DETAIL SHEET

REUSE OF DRAWINGS: These drawings, or any portion thereof, shall not be used on any project or extensions of this project except by agreement in writing with Galena Engineering, Inc.

**460 N. MAIN STREET**  
**SITE GRADING AND DRAINAGE**  
 LOCATED WITHIN SECTION 15, T.2 N., R.18 E., B.M., CITY OF HAILEY, BLAINE COUNTY, IDAHO  
 PREPARED FOR DAVE WILSON

PROJECT INFORMATION  
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DESIGNED BY \_\_\_\_\_  
 CT  
 DRAWN BY \_\_\_\_\_  
 SMF  
 CHECKED BY \_\_\_\_\_

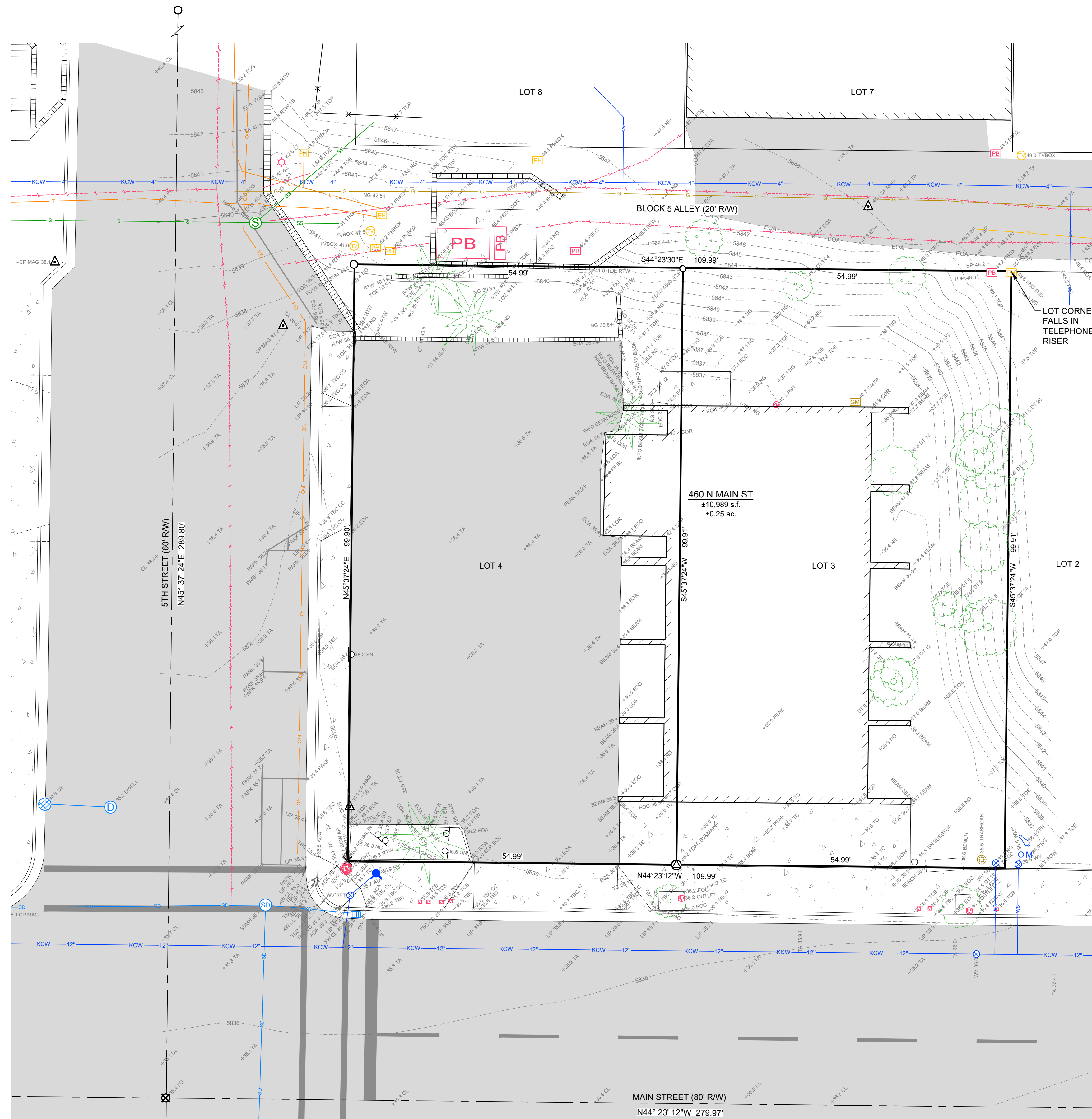
**GALENA**  
**ENGINEERING, INC.**  
 Civil Engineers & Land Surveyors  
 317 N. River Street  
 Hailey, Idaho 83433  
 (208) 788-1705  
 email: galena@galena-engineering.com

PURPOSE:	NO.	DATE	BY	REVISIONS

C0.1

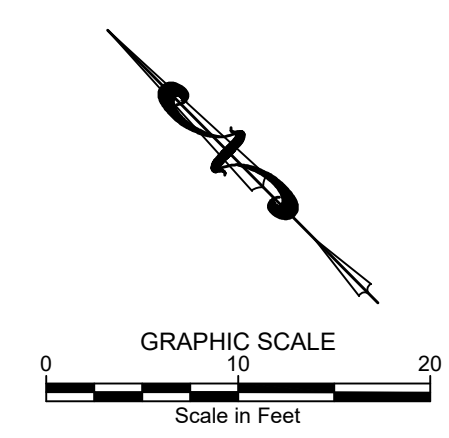


REUSE OF DRAWINGS: These drawings, or any portion thereof, shall not be used on any project or extension of this project except by agreement in writing with Galena Engineering, Inc.



- LEGEND**
- Property Line
  - Adjoiner's Lot Line
  - Centerline
  - FD = Found Monument Well
  - FDAC = Found Aluminum Cap
  - FD5/8 = Found 5/8" Rebar
  - FD1/2 = Found 1/2" Rebar
  - FDNAIL = Nail
  - CP = Survey Control Point
  - 5' Contour Interval
  - 1' Contour Interval
  - Curb & Gutter
  - FNC = Fence Line
  - Building
  - Asphalt
  - Concrete Sidewalk
  - RTW = Retaining Wall
  - CT = Conifer Tree
  - DT = Deciduous Tree
  - SGN = Sign
  - Road Paint
  - FOB = Fiber Optic Line
  - GM = Gas Main
  - GMTR = Gas Meter
  - TVB = Cable TV Buried
  - TVBOX = Cable TV Riser
  - PHB = Buried Telephone Line
  - PHBOX = Telephone Riser
  - BP, PB = Buried Power Line
  - Light
  - PBOX = Power Box
  - PMTR = Power Meter
  - OUTLET = Power Outlet
  - Traffic Signal Post
  - TCB = Traffic Control Box
  - Sewer Main
  - SS = Sewer Service
  - SMH = Sewer Manhole
  - Storm Drain
  - CB = Catch Basin
  - DWELL = Dry Well
  - SDMH = Storm Drain Manhole
  - Ketchum City Water Line (12")
  - Ketchum City Water Line (4")
  - WS = Water Service
  - WMT = Water Meter
  - FH = Fire Hydrant
  - FFH = Frost Free Hydrant
  - WV = Water Valve
  - Trash Can
  - BOW = Back of Walk
  - CC = Curb Cut
  - CL = Centerline
  - COR = Corner
  - EOA = Edge of Asphalt
  - EOC = Edge of Concrete
  - FF = Finished Floor
  - GB = Grade Break
  - IC = Illegible Cap
  - LIP = Lip of Gutter
  - NC = No Cap
  - NG = Natural Ground
  - TA = Top of Asphalt
  - TBC = Top Back of Curb
  - TOE = Toe of Slope
  - TOP = Top of Slope

- NOTES**
- The purpose of this map is to show topographical information as it existed on the date the field survey was performed. Changes may have occurred to site conditions since survey date (05/05/2021).
  - Boundary information is based on Found Monumentation. Please refer to the Official Map of the Village of Ketchum, Instr# 302967, and a Record of Survey for Ketchum Block 5, Lots 3 & 4, Instr# 642700, records of Blaine County, Idaho. Refer to the Plat Notes, Conditions, Covenants, and Restrictions on Original Plat.
  - Underground utility locations are based on above ground appearances / utilities visible at the time of the survey and City Maps. Utilities should be located prior to any excavation.
  - Galena Engineering Inc. has not received a Title Policy from the client and has not been requested to obtain one. Relevant information that may be contained within a Title Policy may therefore not appear on this map and may affect items shown hereon. It is the responsibility of the client to determine the significance of the Title Policy information and determine whether it should be included. If the client desires for the information to be included they must furnish said information to Galena Engineering, Inc. and request it be added to this map.
  - Benchmark is top of Aluminum Cap at the common property corner of Lots 3 & 4 along Main Street, elevation = 5836.23. Point elevations shown are truncated (i.e. 36.2 is 5836.2). Vertical Datum is NAVD 1988.



**460 N MAIN ST**  
**EXISTING SITE CONDITIONS**  
 LOCATED WITHIN SECTION 15, T.2 N., R. 18 E., B.M., CITY OF HAILEY, BLAINE COUNTY, IDAHO  
 PREPARED FOR DAVE WILSON

DESIGNED BY \_\_\_\_\_  
 DRAWN BY \_\_\_\_\_  
 SMF  
 CHECKED BY \_\_\_\_\_  
**GALENA**  
**ENGINEERING, INC.**  
 Civil Engineers & Land Surveyors  
 317 N. River Street  
 Hailey, Idaho 83433  
 (208) 768-1705  
 email: galena@galena-engineering.com

PURPOSE:	NO.	DATE	BY	REVISIONS
C0.2				

PROJECT INFORMATION  
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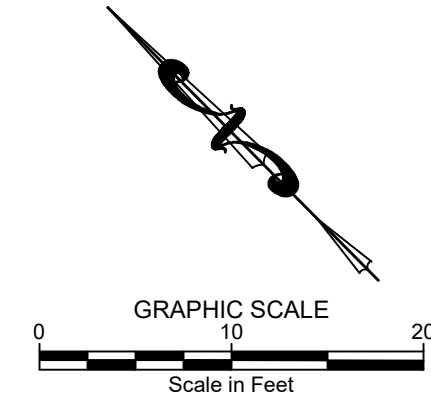
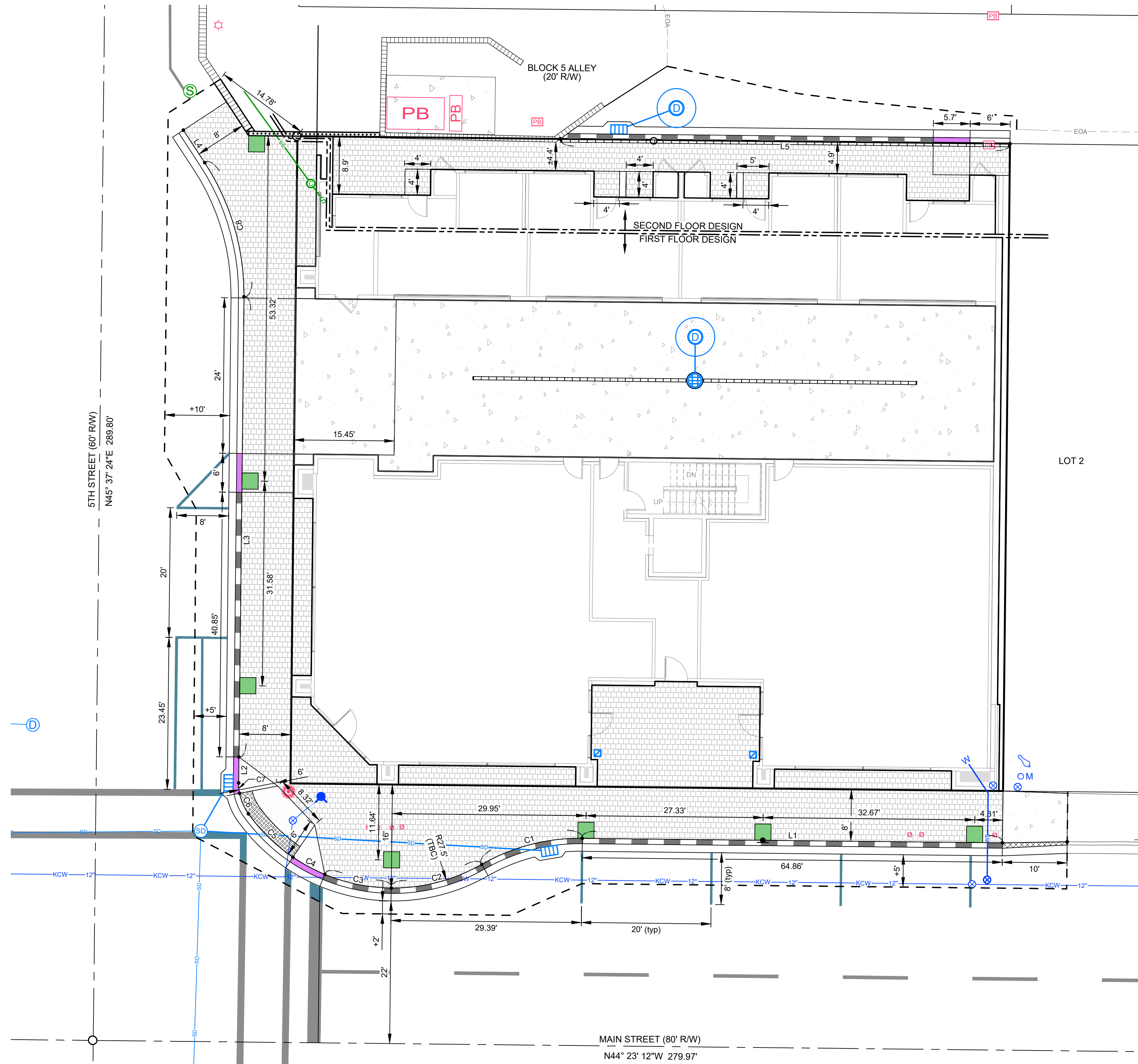
REUSE OF DRAWINGS: These drawings, or any portion thereof, shall not be used on any project or extensions of this project except by agreement in writing with Galena Engineering, Inc.

Top Back of Curb Line Table

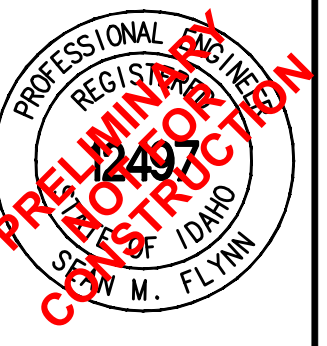
Line	Direction	Length	Start Northing	Start Easting
L1	N44° 23' 12"W	64.86'	734716.935	1544248.532
L2	N45° 37' 24"E	4.00'	734806.831	1544171.702
L3	N45° 37' 24"E	71.05'	734809.632	1544174.564
L4	N11° 44' 14"E	5.99'	734878.239	1544235.695
L5	N44° 23' 30"W	69.41'	734792.408	1544325.663

Top Back of Curb Curve Table

Curve	Radius	Length	Delta	Chord Direction	Chord Length	Start Northing	Start Easting
C1	30.50'	16.21'	30° 27' 01"	N59° 36' 42"W	16.02'	734763.287	1544203.161
C2	27.50'	14.62'	30° 27' 01"	N59° 36' 42"W	14.44'	734771.391	1544189.343
C3	27.50'	10.54'	21° 57' 05"	N33° 24' 39"W	10.47'	734778.697	1544176.883
C4	27.50'	5.60'	11° 40' 25"	N16° 35' 54"W	5.59'	734787.439	1544171.117
C5	27.50'	9.67'	20° 08' 45"	N00° 41' 19"W	9.62'	734792.799	1544169.520
C6	8.00'	3.46'	24° 44' 48"	N21° 45' 27"E	3.43'	734802.418	1544169.404
C7	8.00'	1.60'	11° 29' 33"	N39° 52' 38"E	1.60'	734805.602	1544170.675
C8	37.00'	21.88'	33° 53' 11"	N28° 40' 49"E	21.57'	734859.319	1544225.345



**460 N. MAIN STREET  
SITE GEOMETRY PLAN**  
LOCATED WITHIN SECTION 15, T.2 N., R.18 E., B.M., CITY OF HAILEY, BLAINE COUNTY, IDAHO  
PREPARED FOR DAVE WILSON  
PROJECT INFORMATION  
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DESIGNED BY \_\_\_\_\_  
CT  
DRAWN BY \_\_\_\_\_  
SMF  
CHECKED BY \_\_\_\_\_

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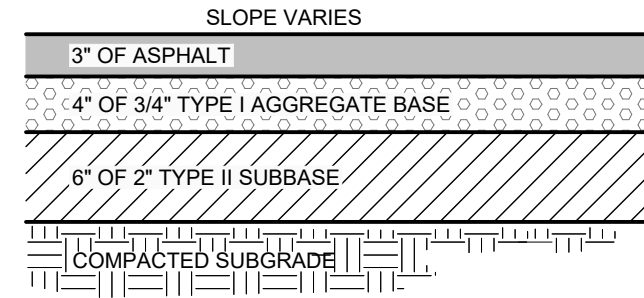
PURPOSE:	NO.	DATE	BY	REVISIONS

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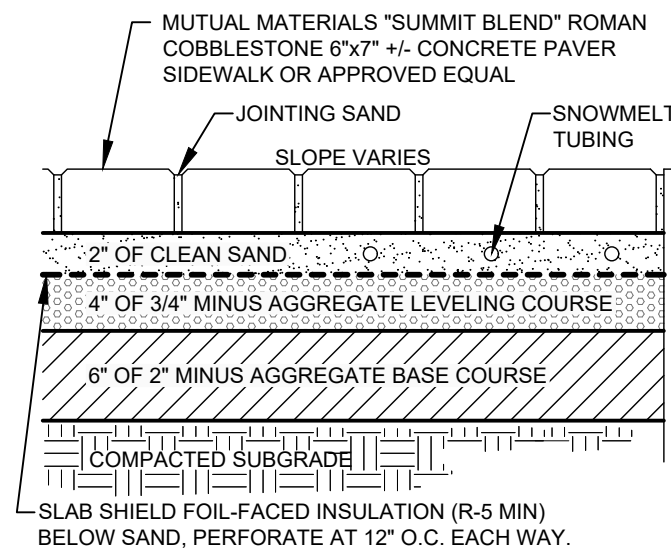




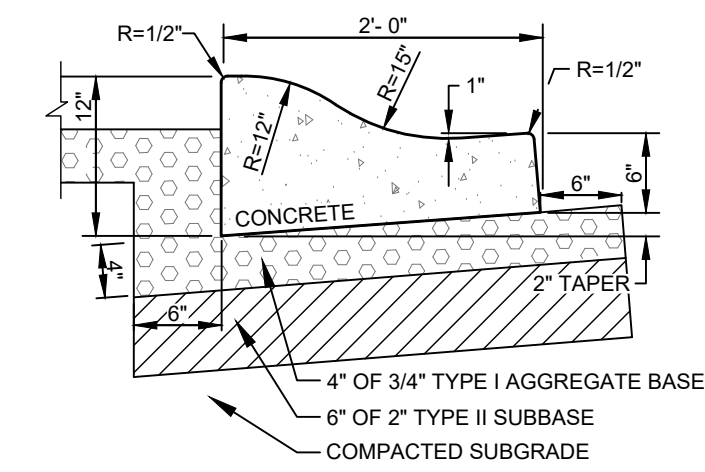


- NOTES:**
- SUBBASE CAN BE 2" TYPE II OR 3/4" TYPE I CRUSHED AGGREGATE BASE COURSE.
  - MATERIALS SHALL CONFORM WITH CURRENT ISPMC STANDARDS, DIVISION 800 AGGREGATES AND ASPHALT.
  - PAVEMENT SECTION MAY BE MODIFIED IF A PROJECT SPECIFIC GEOTECHNICAL REPORT, STAMPED BY A LICENSED ENGINEER, IS PROVIDED.

**1**  
C2.1 **TYPICAL ASPHALT SECTION**  
N.T.S.

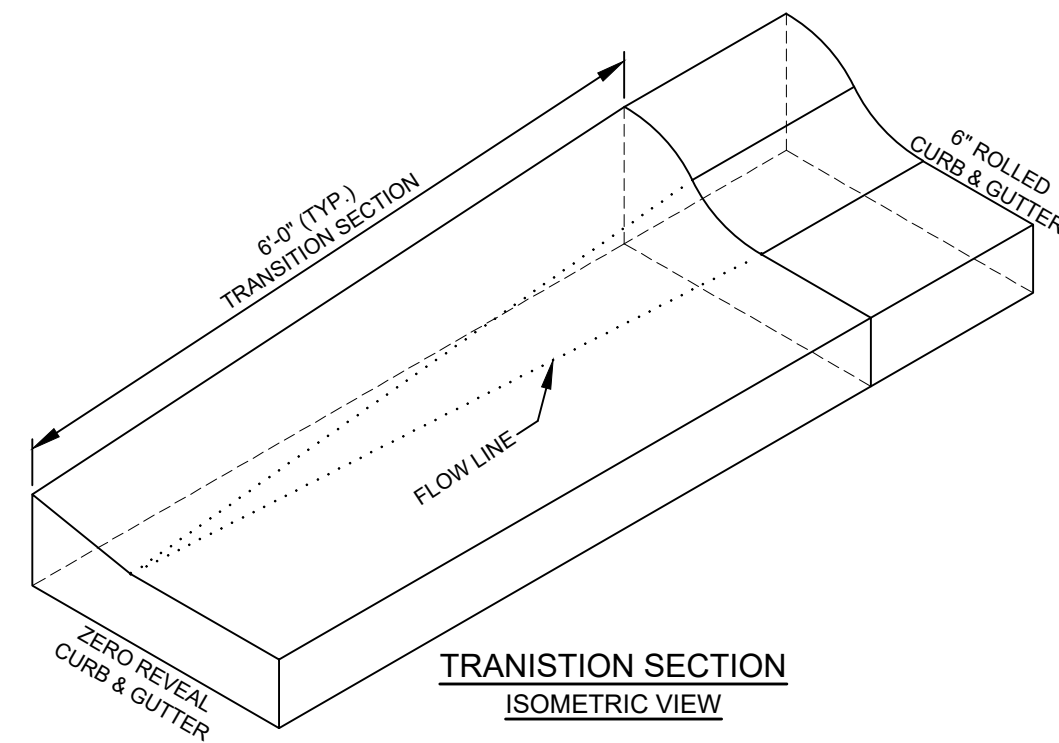


**2**  
C2.1 **PAVER DETAIL**  
N.T.S.

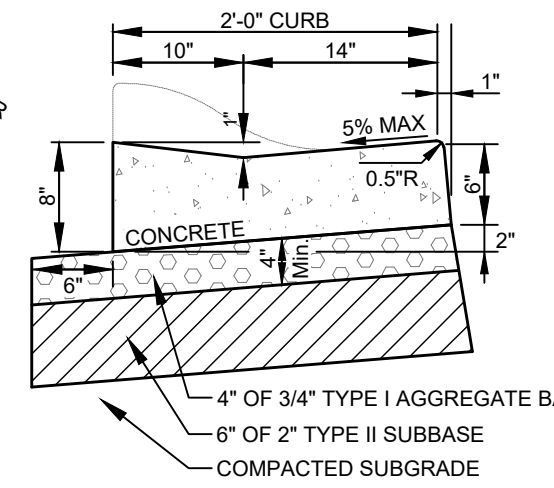


- NOTES:**
- SUBBASE CAN BE 2" TYPE II OR 3/4" TYPE I CRUSHED AGGREGATE BASE COURSE.
  - MATERIALS SHALL CONFORM WITH CURRENT ISPMC STANDARDS, DIVISION 800 AGGREGATES AND ASPHALT.
  - PAVEMENT SECTION MAY BE MODIFIED IF A PROJECT SPECIFIC GEOTECHNICAL REPORT, STAMPED BY A LICENSED ENGINEER, IS PROVIDED.
  - 1/2-INCH PREFORMED EXPANSION JOINT MATERIAL (AASHTO M 213) AT TERMINAL POINTS OF RADII.
  - CONTINUOUS PLACEMENT PREFERRED. SCORE INTERVALS 10-FOOT MAXIMUM SPACING (8-FOOT W/SIDEWALK).

**3**  
C2.1 **6\"/>**



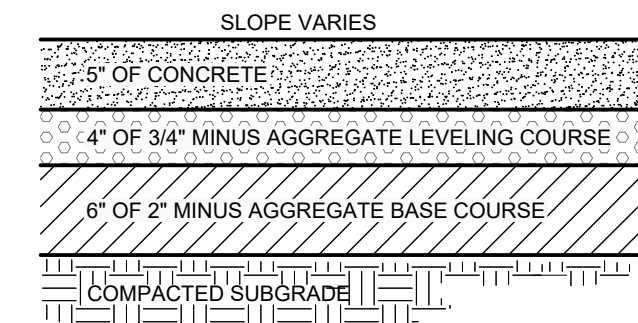
**TRANSITION SECTION**  
ISOMETRIC VIEW



**ZERO REVEAL CURB & GUTTER**

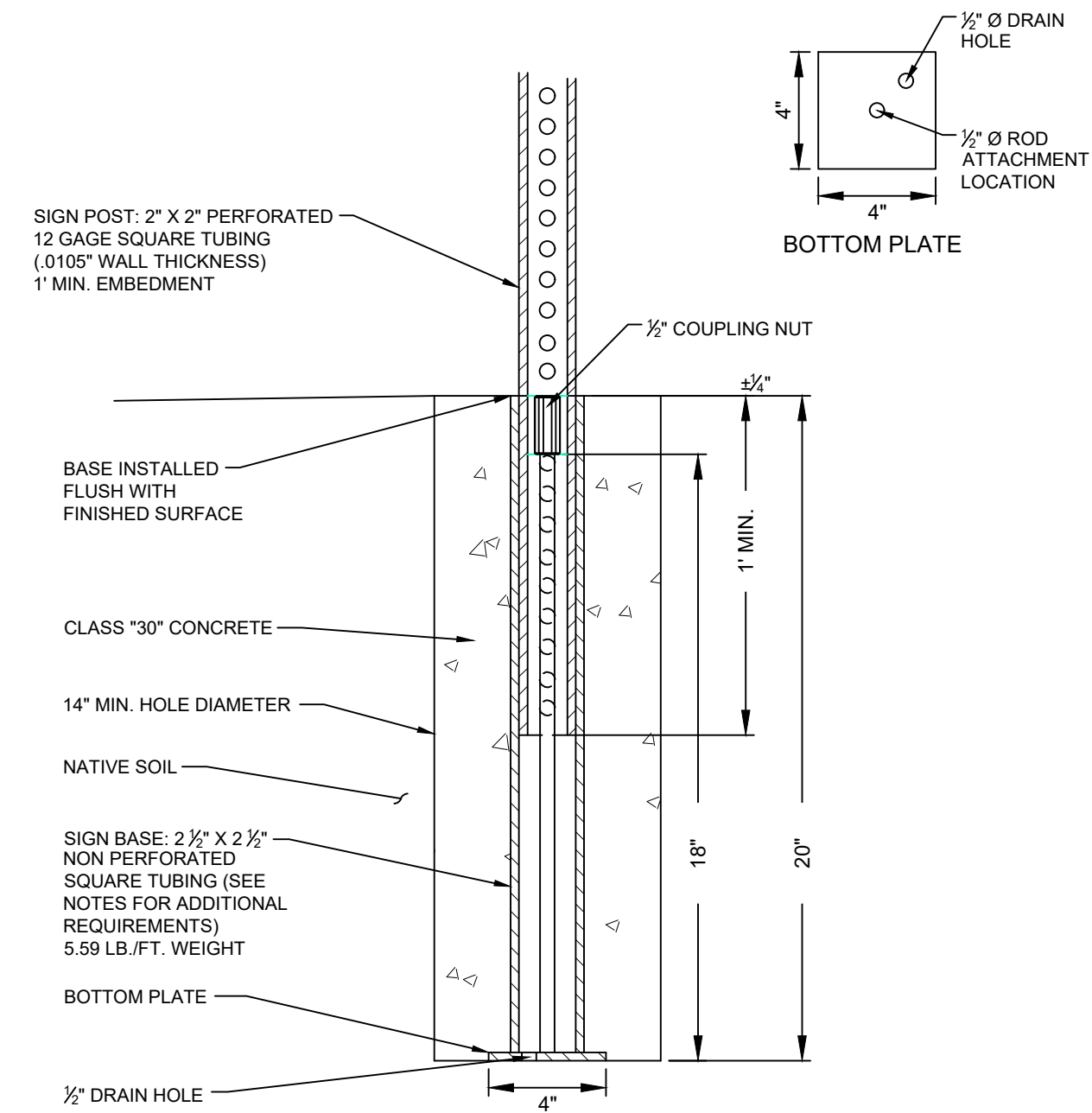
- NOTES:**
- SUBBASE CAN BE 2" TYPE II OR 3/4" TYPE I CRUSHED AGGREGATE BASE COURSE.
  - MATERIALS SHALL CONFORM WITH CURRENT ISPMC STANDARDS, DIVISION 800 AGGREGATES AND ASPHALT.
  - PAVEMENT SECTION MAY BE MODIFIED IF A PROJECT SPECIFIC GEOTECHNICAL REPORT, STAMPED BY A LICENSED ENGINEER, IS PROVIDED.
  - 1/2-INCH PREFORMED EXPANSION JOINT MATERIAL (AASHTO M 213) AT TERMINAL POINTS OF RADII.
  - CONTINUOUS PLACEMENT PREFERRED. SCORE INTERVALS 10-FOOT MAXIMUM SPACING (8-FOOT W/SIDEWALK).

**4**  
C2.1 **TYPICAL CURB TRANSITION DETAIL**  
N.T.S.



- NOTES:**
- INSTALL SCORE JOINTS AT INTERVALS TO MATCH WIDTH OF WALK NOT TO EXCEED 5 FEET SPACING IN BOTH THE LONGITUDINAL AND TRANSVERSE DIRECTION FOR SIDEWALK GREATER THAN 5 FEET IN WIDTH. INSTALL EXPANSION JOINTS EVERY 10 FEET IN LONGITUDINAL DIRECTION.
  - 1/2" TRANSVERSE PREFORMED BITUMINOUS JOINTS AT THE TERMINUS POINTS FOR CURVE AND WHERE SIDEWALK IS PLACED BETWEEN TWO PERMANENT FOUNDATIONS OR ADJACENT TO THE STRUCTURE. PLACE 3/8" EXPANSION JOINT MATERIAL ALONG THE BACK OF WALK THE FULL LENGTH.
  - SIDEWALK CONSTRUCTION JOINTS SHALL BE CONSTRUCTED APPROXIMATELY 3/8" WIDE, 2" IN DEPTH AND FINISHED AND EDGED SMOOTH. A PREFORMED EXPANSION JOINT FILLER SHALL BE PLACED EVERY 40' FOR NEW SIDEWALK CONSTRUCTION.
  - WHEN TRANSITIONING NEW SIDEWALK TO EXISTING, A MINIMUM 5' TRANSITIONAL PANEL SHALL BE SEPARATED AND ISOLATED WITH EXPANSION MATERIAL.
  - SIDEWALK ALIGNMENT TRANSITIONS SHALL HAVE A MINIMUM RADIUS OF 30' TO THE FACE OF CURB.
  - MATERIALS SHALL CONFORM WITH CURRENT ISPMC STANDARDS, DIVISION 800 AGGREGATES AND ASPHALT.
  - CONCRETE THICKNESS PER THIS DETAIL OR MATCH EXISTING, WHICHEVER IS GREATER.

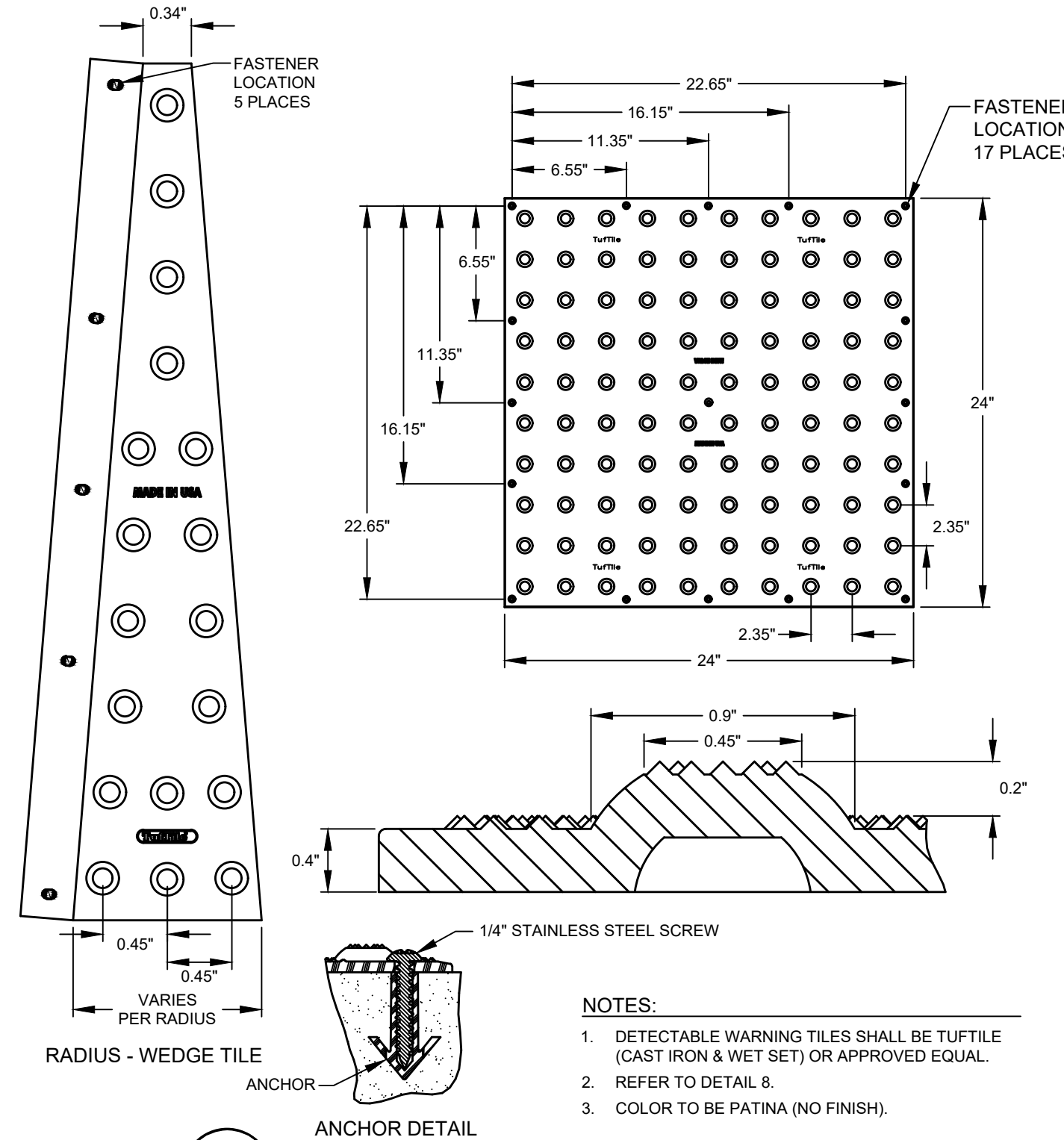
**5**  
C2.1 **TYPICAL CONCRETE SECTION**  
N.T.S.



- NOTES:**
- BASES SHALL BE INSTALLED TO BE FLUSH WITH SURFACE.
  - ALL INSTALLATIONS SHALL HAVE 14" Ø MINIMUM FOUNDATION OR GROUTED INTO SOLID ROCK.
  - ALL STREET SIGNS SHALL BE IN ACCORDANCE WITH THE MOST CURRENT EDITION OF THE MUTCD.
  - SIGN PLACEMENT SHALL BE APPROVED BY THE CITY OF KETCHUM.
  - CITY TO PROVIDE BASES.

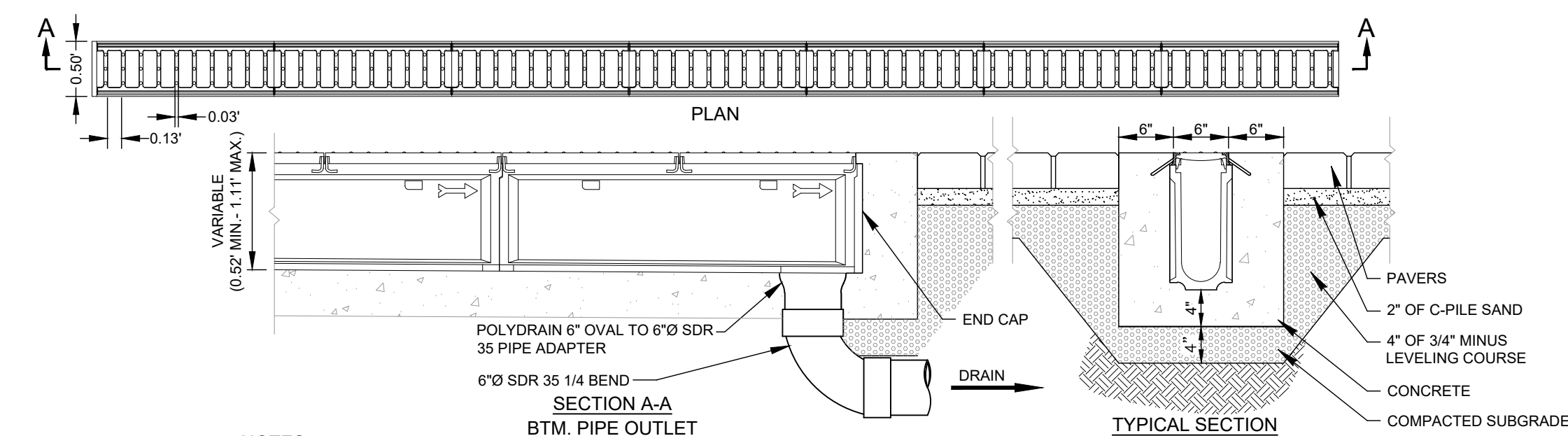
**SIGN BASE MATERIAL & DIMENSION REQUIREMENTS**  
 2 1/2" OUTSIDE TUBE STEEL (20' LENGTH)  
 2 1/2" INSIDE TUBE STEEL  
 3/8" THICK  
**INTERNAL ROD MATERIAL & DIMENSION REQUIREMENTS**  
 1/2" COLD ROLLED ROD (18" LENGTH)  
 1/2" COUPLING NUTS  
**BOTTOM PLATE MATERIAL & DIMENSION REQUIREMENTS**  
 4" X 4" X 1/2" STEEL STRAP

**6**  
C2.1 **TYPICAL SIGN BASE**  
N.T.S.



- NOTES:**
- DETECTABLE WARNING TILES SHALL BE TUFTILE (CAST IRON & WET SET) OR APPROVED EQUAL.
  - REFER TO DETAIL 8.
  - COLOR TO BE PATINA (NO FINISH).

**7**  
C2.1 **DETECTABLE WARNING PLATE**  
N.T.S.



- NOTES:**
- LINE DRAIN IS SUITABLE FOR APPLICATIONS FOR CONTROLLING SPREAD IN GUTTER FLOW CONDITIONS OR TO INTERCEPT SHEET FLOW. TYPICAL APPLICATION IS AT THE STREET CURB OR BARRIER.
  - THE FRAME AND GRATE IS SUITABLE FOR PEDESTRIAN AND BICYCLE TRAFFIC AND RATED FOR H-25 AND HS-25 LOADS.
  - CONCRETE THICKNESS, TYPE, AND AMOUNT OF REINFORCEMENT TO BE SAME AS ADJACENT PAVEMENT OR GREATER. PERFORM STRUCTURAL ANALYSIS TO DETERMINE REQUIREMENTS FOR APPLICATION.
  - TOP OF GRATE TO BE INSTALLED FLUSH TO 1/8" BELOW FINISHED GRADE. BEVEL CONCRETE TO TOP OF GRATE IF BELOW FLUSH.

**8**  
C2.1 **TRENCH DRAIN DETAIL**  
(ABT INTERCEPTOR LINE DRAIN OR APPROVED EQUAL)  
N.T.S.

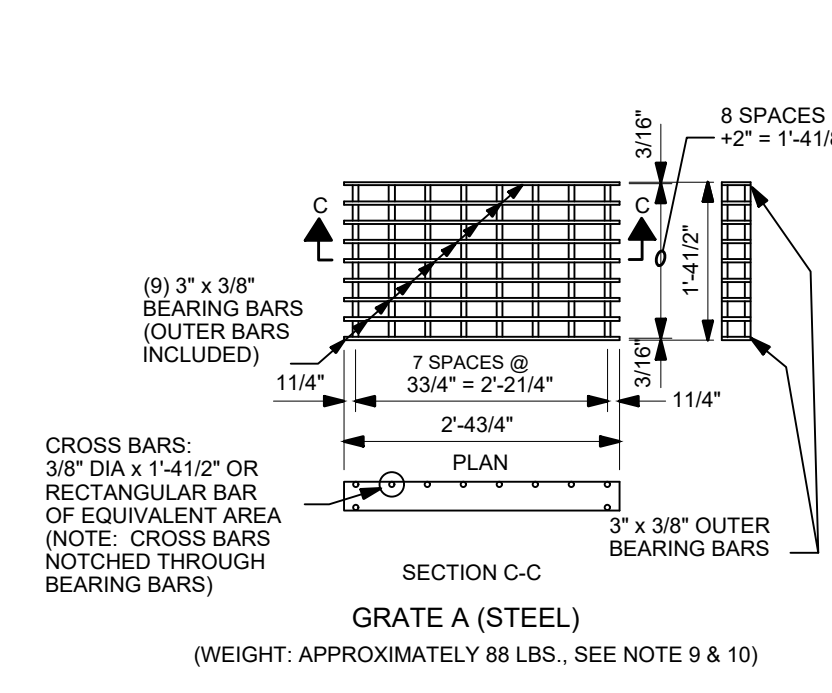
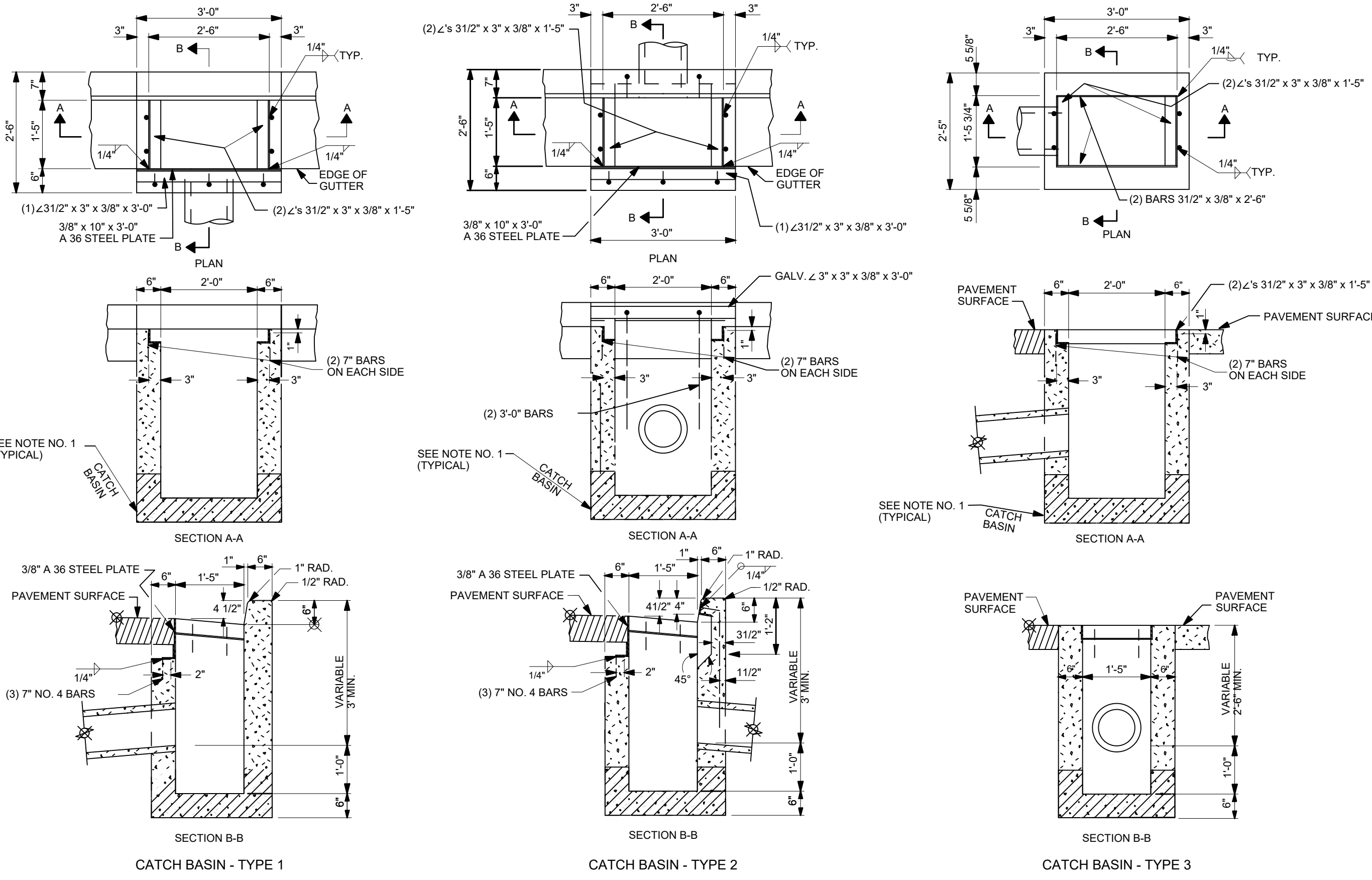


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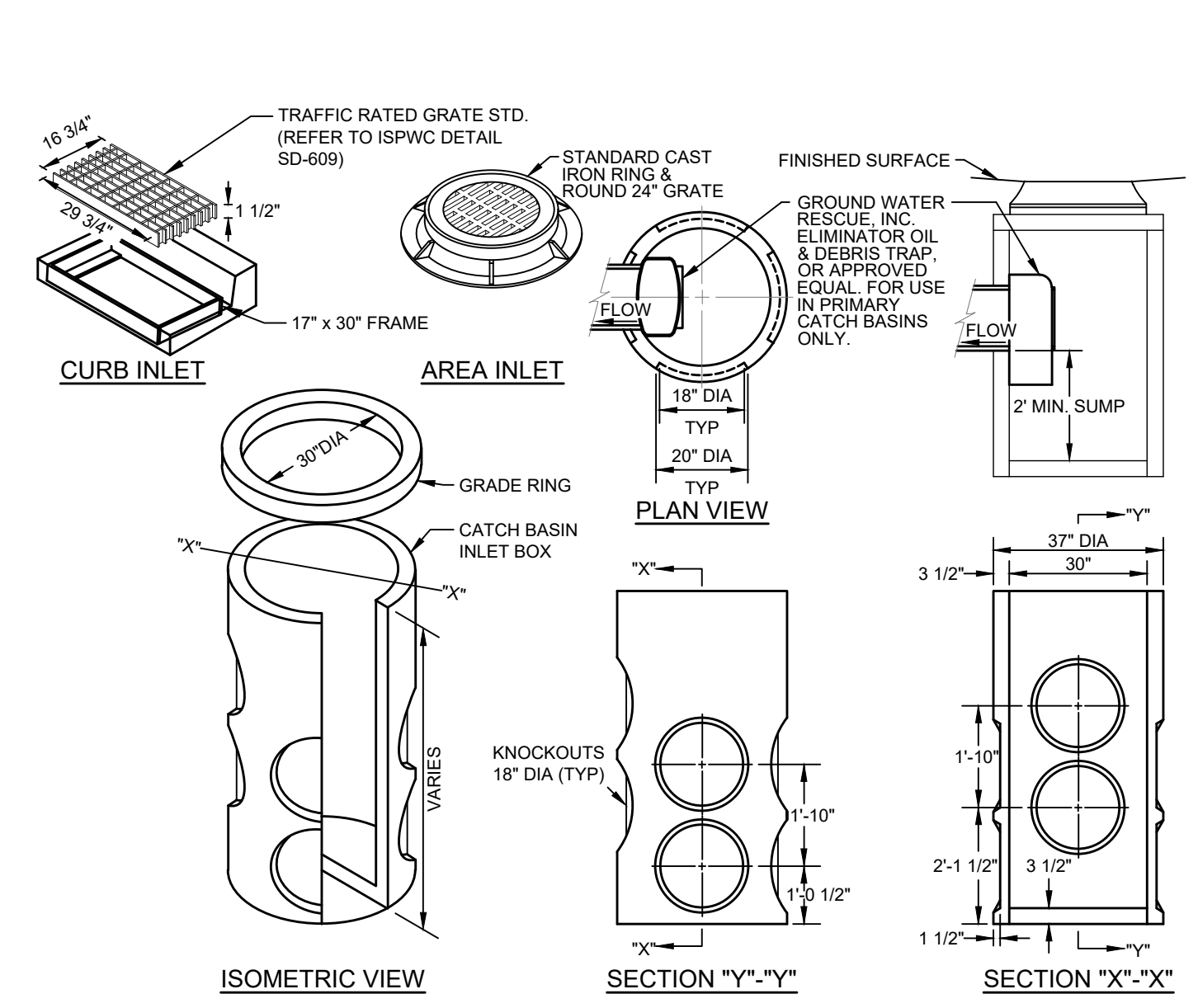
**GALENA**  
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 email: galena@galena-engineering.com

NO.	DATE	BY	REVISIONS



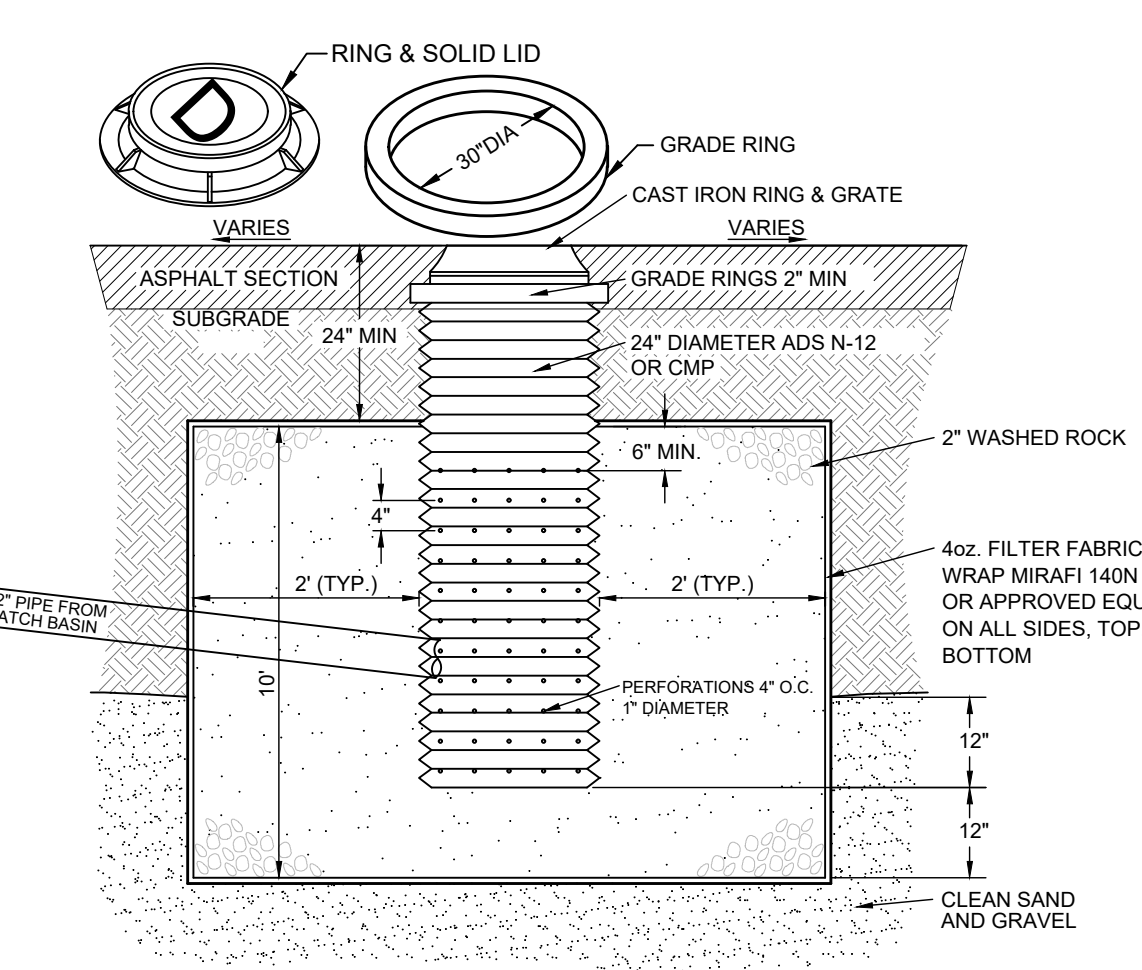


- NOTES**
- PATTERNS USED IN DRAWING:  
 INLET SECTIONS: [Symbol]  
 CATCH BASIN BOTTOMS: [Symbol]  
 PAVEMENT: [Symbol]
  - INLETS AND CATCH BASINS MAY BE EITHER PRECAST OR CAST-IN-PLACE. PRECAST UNITS SHALL MEET THE REQUIREMENTS OF ASTM C 913. (PRIOR APPROVAL OF SHOP DRAWINGS WILL BE REQUIRED ON MODIFIED UNITS.)
  - A 1\"/>

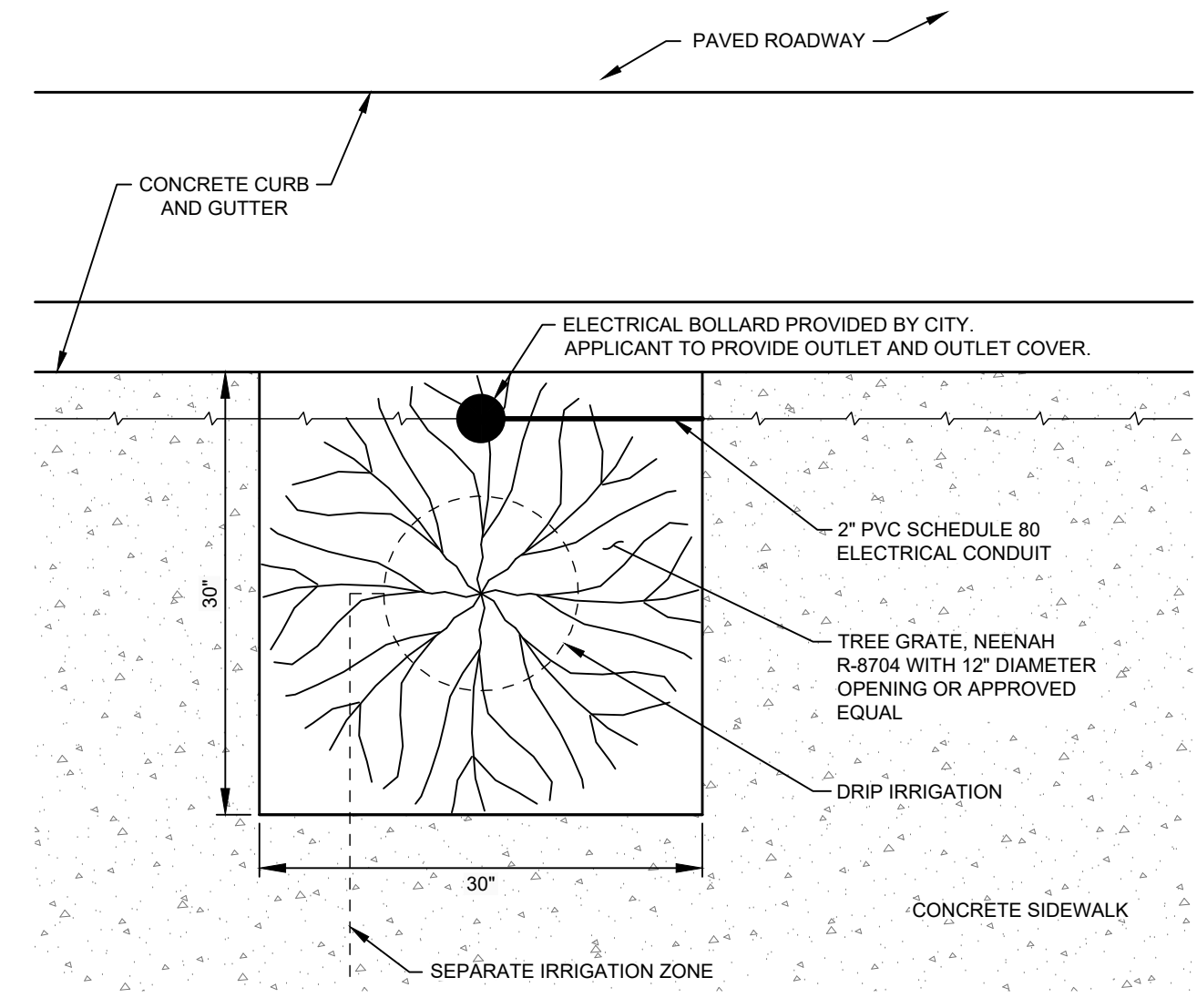


- CATCH BASIN INSTALLATION NOTES:**
- A PRIMARY CATCH BASIN IS DEFINED AS THE FIRST STORM STRUCTURE UPSTREAM OF A DRYWELL. A SATELLITE CATCH BASIN IS DEFINED AS THE STORM STRUCTURE UPSTREAM OF THE PRIMARY CATCH BASIN.
  - THE OIL & DEBRIS TRAP SHALL BE INSTALLED ON THE OUTLET OF THE PRIMARY CATCH BASIN ONLY, NOT ON SATELLITE CATCH BASINS.
  - PLACE A MINIMUM OF 4\"/>

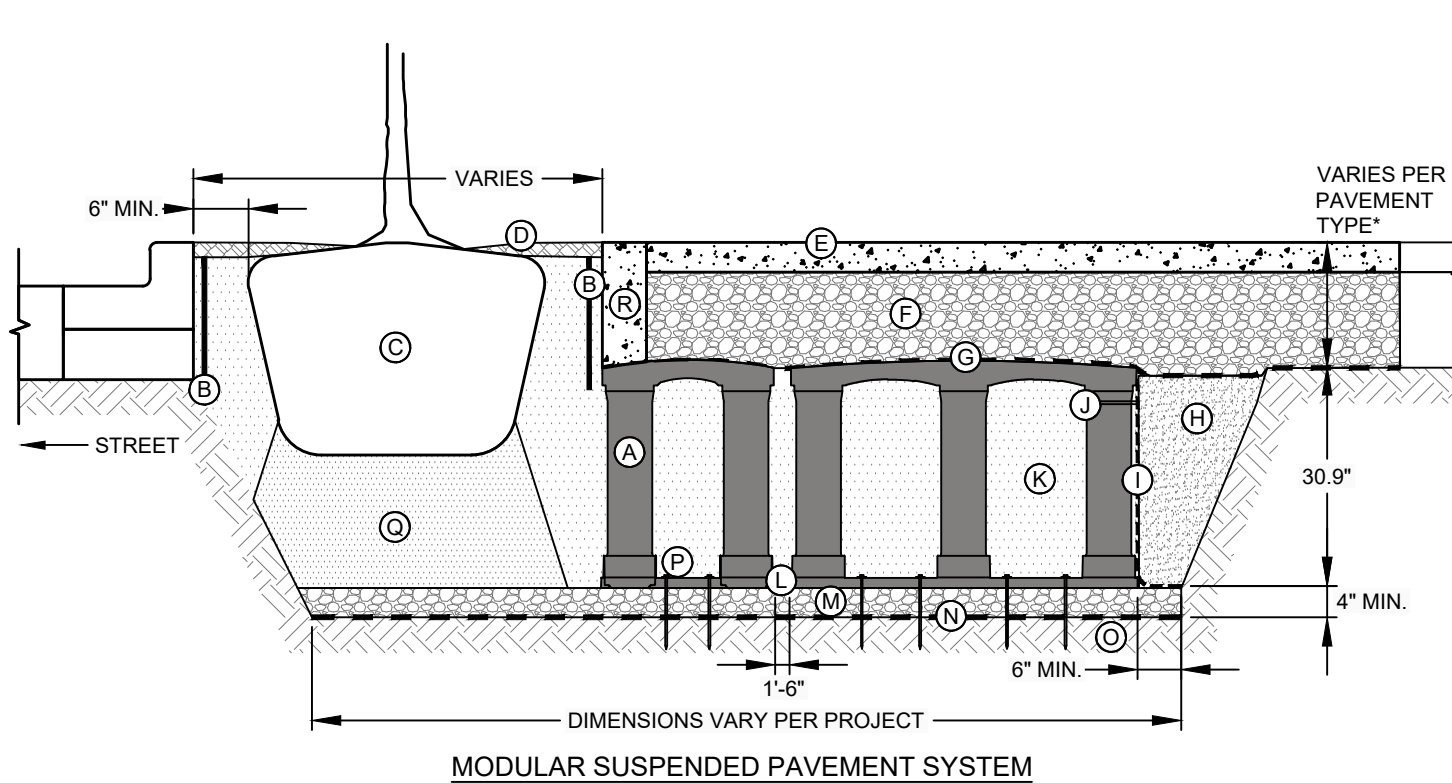
**IDAHO DEPARTMENT OF TRANSPORTATION  
CATCH BASINS TYPES 1, 2, & 3  
STANDARD DRAWING NO. 605-20  
N.T.S.**



- NOTES:**
- THE BED SHALL BE EXCAVATED A MINIMUM OF 24\"/>

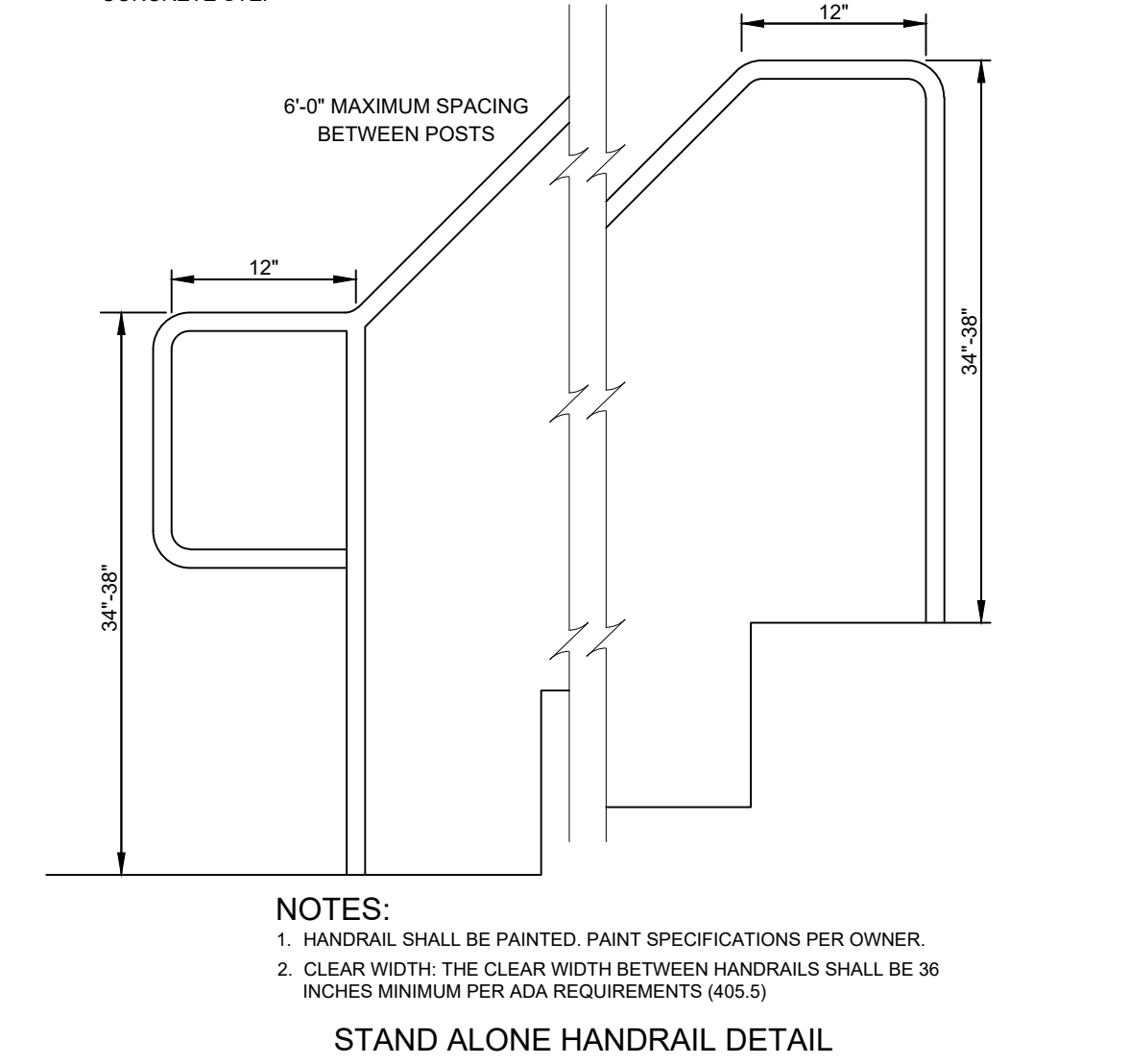
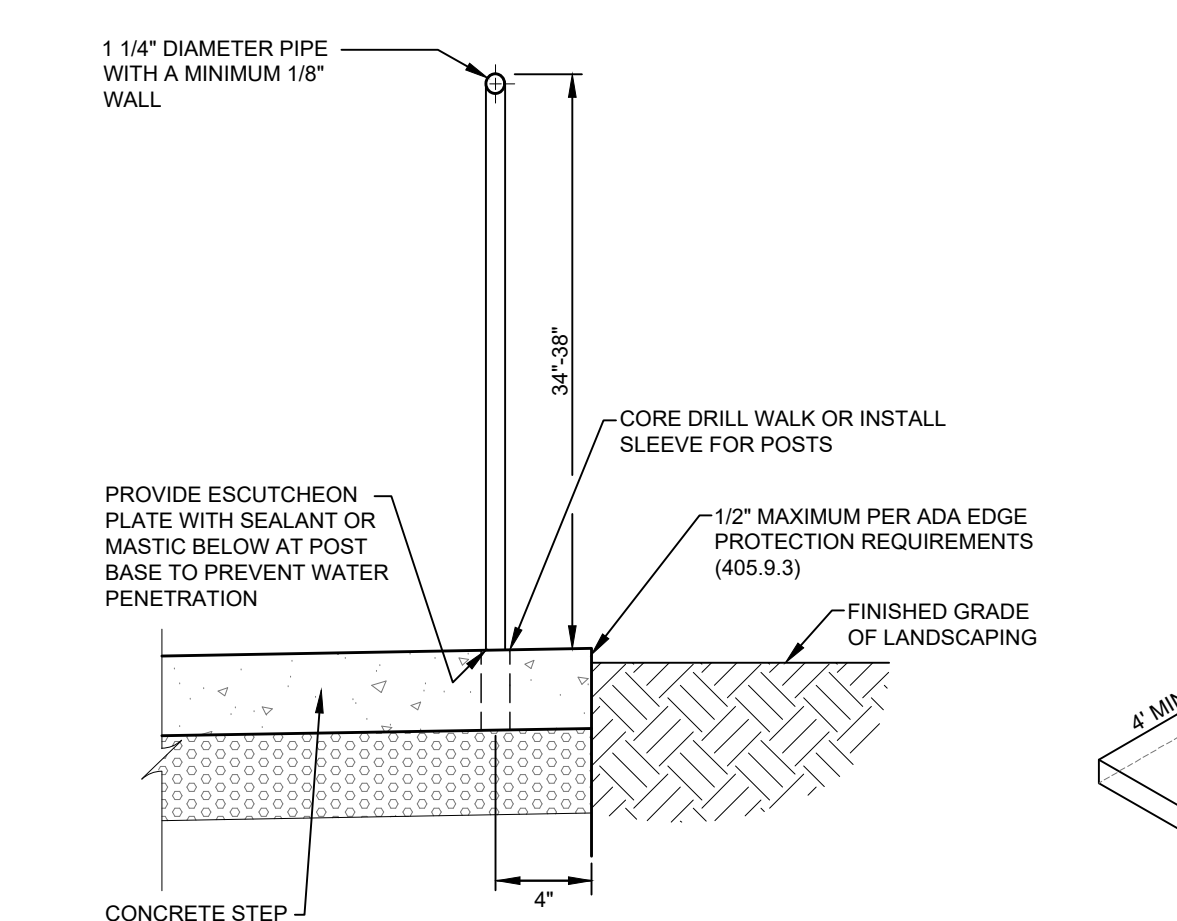


- NOTES:**
- TREE TO BE 3\"/>

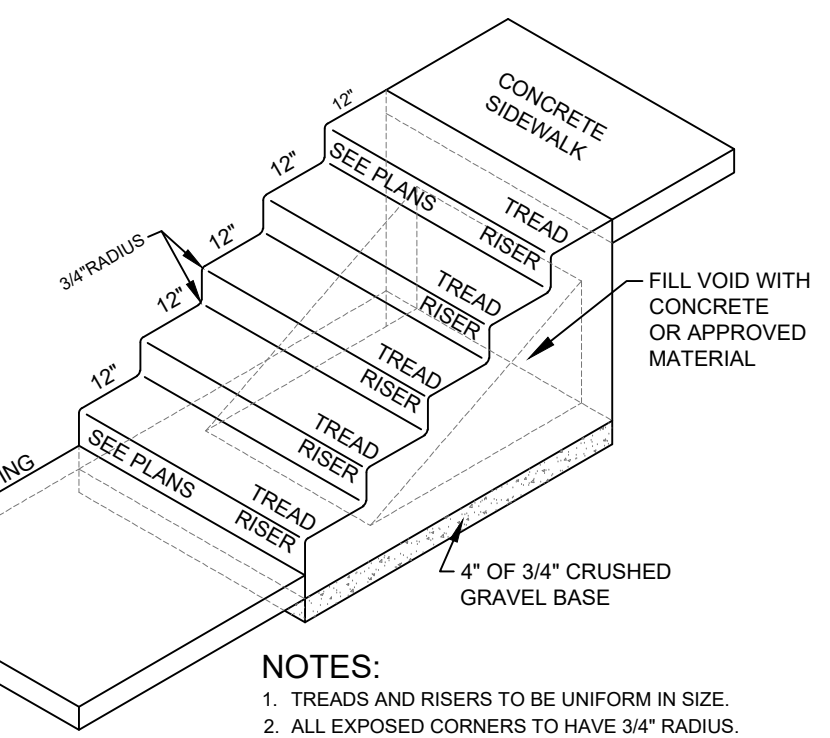


- KEY PLAN:**
- SILVA CELL SYSTEM (DECK, BASE, AND POSTS) OR APPROVED EQUAL.
  - DEEPROOT ROOT BARRIER, 12\"/>

- NOTES:**
- EXCAVATION SHALL BE DONE IN ACCORDANCE WITH ALL APPLICABLE HEALTH AND SAFETY REGULATIONS.
  - INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.
  - A PROJECT SPECIFIC DETAIL WILL NEED TO BE PROVIDED TO CITY FOR REVIEW AND APPROVAL.



- NOTES:**
- HANDRAIL SHALL BE PAINTED. PAINT SPECIFICATIONS PER OWNER.
  - CLEAR WIDTH: THE CLEAR WIDTH BETWEEN HANDRAILS SHALL BE 36 INCHES MINIMUM PER ADA REQUIREMENTS (405.5).



- NOTES:**
- TREADS AND RISERS TO BE UNIFORM IN SIZE.
  - ALL EXPOSED CORNERS TO HAVE 3/4\"/>

**3 C2.2 DRYWELL DETAIL (6'X6')  
N.T.S.**

**4 C2.2 TREE WELL DETAILS  
N.T.S.**

**5 C2.2 TYPICAL HANDRAIL AND STAIRS DETAIL  
N.T.S.**

**460 N. MAIN STREET  
DETAIL SHEET**

LOCATED WITHIN SECTION 15, T.2 N., R.18 E., B.M., CITY OF HAILEY, BLAINE COUNTY, IDAHO  
PREPARED FOR DAVE WILSON

PROJECT INFORMATION  
P:\asb\p\98146\dwg\Construction\146 ENG 20211210.dwg 12/10/21 11:45:05 AM

**GALENA ENGINEERING, INC.**  
Civil Engineers & Land Surveyors  
317 N. River Street  
Hailey, Idaho 83433  
email: galena@galena-engineering.com  
(208) 788-1705

DESIGNED BY \_\_\_\_\_  
DRAWN BY \_\_\_\_\_  
SMF  
CHECKED BY \_\_\_\_\_

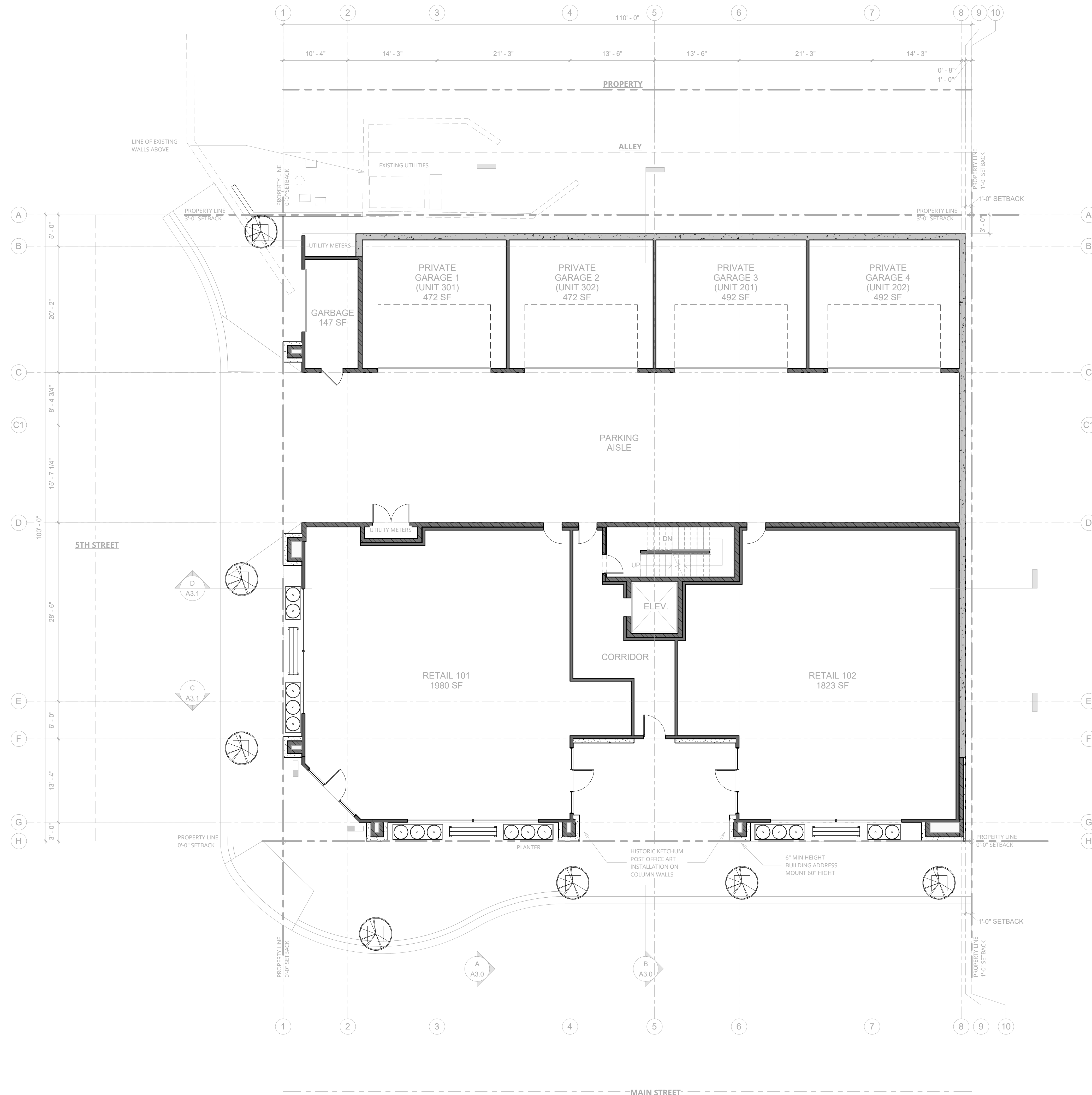
PURPOSE: \_\_\_\_\_  
NO. DATE BY REVISIONS

**C2.2**





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LANDSCAPING KEY	
	8'-0" L x 2'-6" W x 1'-6" H STEEL FRAME SEASONAL PLANTER. QUANTITY: 4. SUMMER: ANNUAL FLOWERS; WINTER: PINE BOWS, WILLOW TWIGS.
	5'-0" L x 2'-6" W x 1'-6" H STEEL FRAME SEASONAL PLANTER. QUANTITY: 2. SUMMER: ANNUAL FLOWERS; WINTER: PINE BOWS, WILLOW TWIGS.
	3" CALIPER AUTUMN BLAZE MAPLE STREET TREE W/ NEEMAN R-8704 TREE GRATE PER CITY OF KETCHUM STANDARD DETAIL #1 & 2. QUANTITY: 7.

ISSUED	
12.09.2021	DESIGN REVIEW



**R. L. B.** BLANTON  
**R. L. B.** LATHAM  
**R. L. B.** RUSCITTO ARCHITECTURA P.A.  
 www.rlb-sv.com  
 208.726.5408  
 po box 5419 ketchum, id 83340

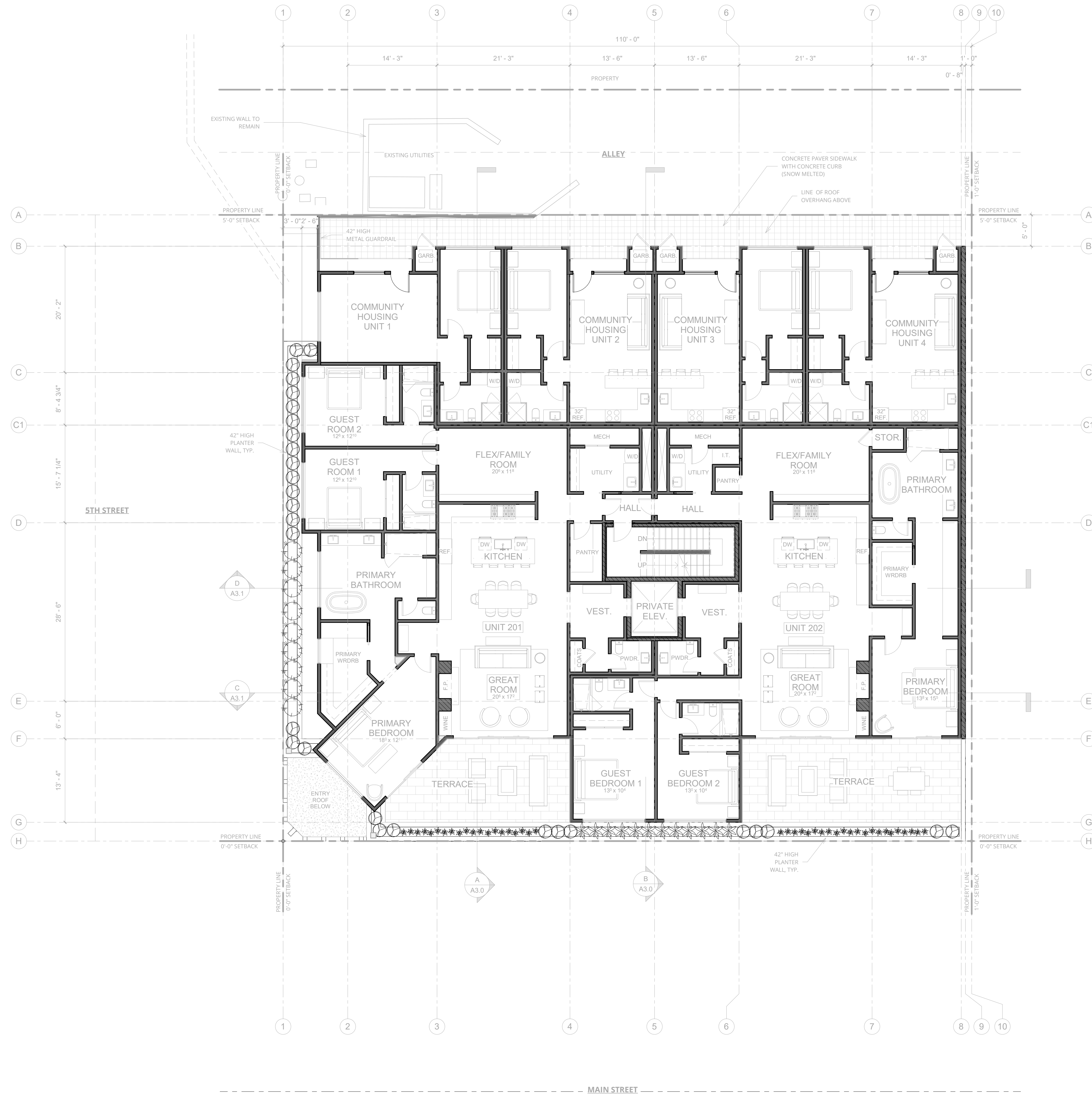
**460 N MAIN ST.**  
 460 N MAIN STREET KETCHUM, IDAHO

**GROUND LEVEL FLOOR PLAN LANDSCAPE**  
 SCALE: 1/8" = 1'-0"

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 DRAWING  
 GROUND LEVEL LANDSCAPE  
 DWG. #

**L1.1**

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LANDSCAPING KEY	
	TOR BIRCHLEAF SPIREA. QUANTITY: 9
	JUNIPER BLUE CREEPER (JUNIPERUS SCOPULORUM). QUANTITY: 29
	ANNUALS/PERENNIAL. TOTAL: 64.0 SQ. FT.
	GOLDFLAME SPIREA (SPIREA BULAMDA). QUANTITY: 12

ISSUED	
12.09.2021	DESIGN REVIEW



**RUSCITTO LATHAM BLANTON ARCHITECTURE P.A.**  
 208.726.5408  
 po box 5419 ketchum, id 83340  
 www.rlbv.com

**460 N MAIN ST.**  
 460 N MAIN STREET KETCHUM, IDAHO

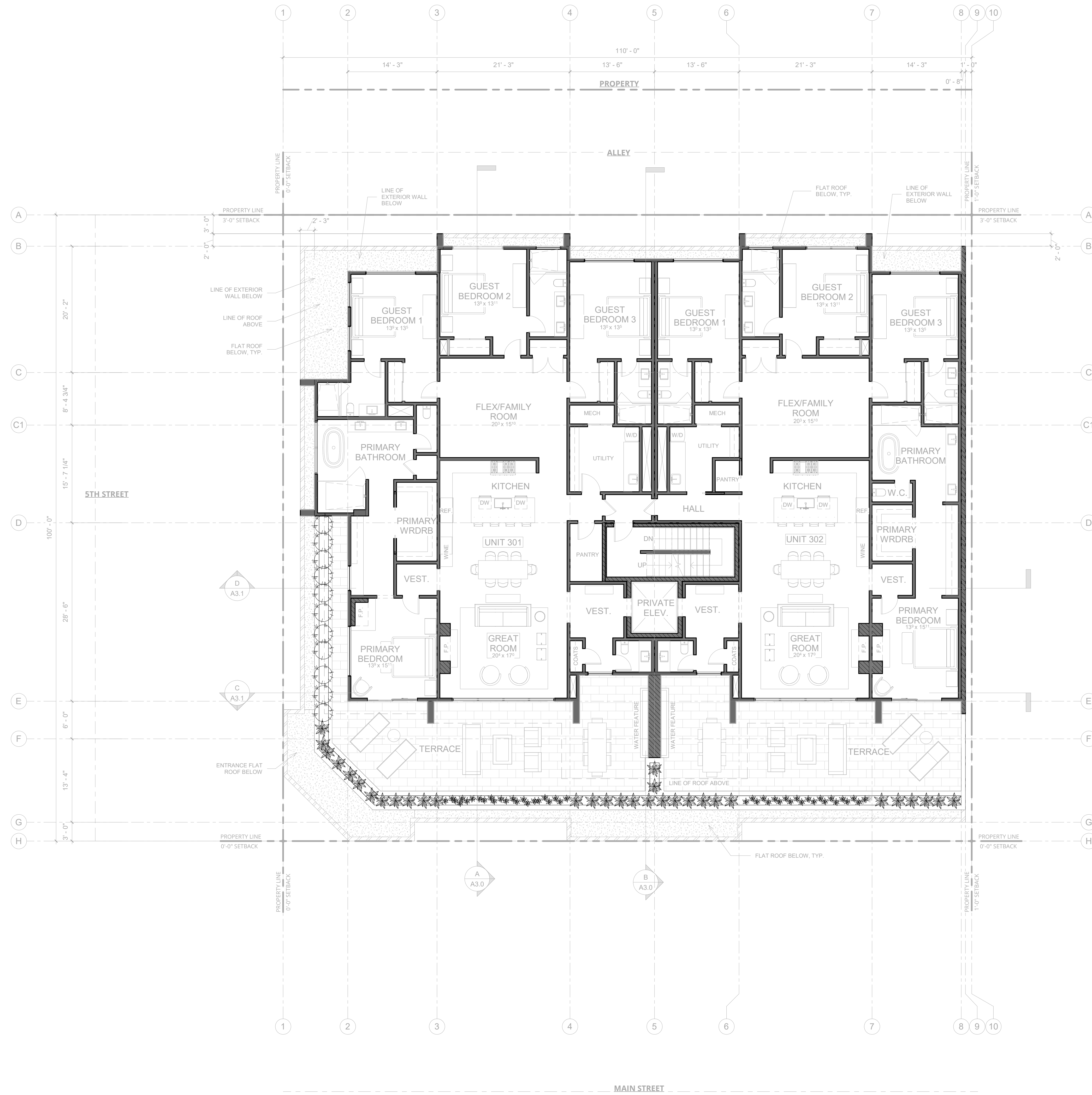
COPYRIGHT © 2021  
 DRAWING  
 SECOND LEVEL LANDSCAPE  
 DWG. #

**L1.2**

SECOND LEVEL LANDSCAPE  
 SCALE: 1/8" = 1'-0"



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LANDSCAPING KEY	
	TOR BIRCHLEAF SPIREA. QUANTITY: 11
	BLUE OAT GRASS (HELICTOTRICHON SEMPERVIRENS). QUANTITY: 32
	ANNUALS/PERENNIAL. TOTAL: 64.0 SQ.FT.

ISSUED	
12.09.2021	DESIGN REVIEW



**R. L. B.**  
**RUSCITTO LATHAM BLANTON**  
 ARCHITECTURA P.A.  
 208.726.5408  
 po box 5419 ketchum, id 83340  
 www.rlb.com

**460 N MAIN ST.**  
 460 N MAIN STREET KETCHUM, IDAHO

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 DRAWING

THIRD LEVEL  
 LANDSCAPE

DWG. #

**L1.3**

THIRD LEVEL LANDSCAPE  
 SCALE: 1/8" = 1'-0"

# MEMORANDUM

**To:** P&Z Commission

**From:** Adam Crutcher, Associate Planner

**Subject:** Hotel & Development Impacts on Housing Discussion

**Date:** January 11, 2022



---

On 11/30/2021 the Planning & Zoning Commission discussed the impact of hotels within the City of Ketchum, particularly with housing. The discussion also touched upon how the City and Commission can determine whether a project has a positive or negative impact concerning housing. This memo will discuss the history and regulations the City currently has for hotels as well as some potential discussion points to address the impacts projects have on housing within the City of Ketchum.

## **Introduction**

Planned Unit Developments are used throughout the U.S. as tool for reviewing and approving dynamic developments, that typically combine a mix of uses within a development site, and that by their nature do not fit within the confines of standard zoning and subdivision regulations. Because of the dynamism of such proposals, and the economic, social, and other public benefits the mix of uses creates, communities allow such projects to deviate from the strict standards of subdivision and zoning codes.

Planned Unit Developments allow for ‘waivers’ from code requirements through the Planned Unit Development (PUD) review process. Waivers granted through a PUD review process are different than variances from code requirements that all other types of development are entitled to apply for.

Variances are narrowly allowed when a site-specific factor, beyond the property owner’s control and not caused by the property owner, prohibit a parcel of land from enjoying the same rights that other parcels of land in the zoning district are entitled. PUD waivers, in contrast, are special exceptions from zoning and subdivision requirements that projects eligible to be reviewed as PUDs are able to request in order to facilitate the type of multi-faceted, dynamic project that brings benefits to the community that the community wants.

## **PUDs in Ketchum**

The City of Ketchum first enacted an ordinance allowing Planned Unit Developments in 1977 (Ord. 252) and established standards, purpose, and intent for PUDs in 1979 (Ord. 316). The original intent was to “encourage flexibility in the development of land to improve the design, character, and quality of new development, and to preserve open space and natural features of land” (Section 8.1, Ord. 316) for development primarily residential in nature and on sites 3-acres or larger.

Over the years as Ketchum developed the ordinance evolved, allowing developments on parcels of land 1.5 acres in size and with 30% of housing units dedicated to community housing (1998,



Ord. 723), and allowing hotels to be eligible for review as PUDs on sites less than 3 acres in size (2002, Ord. 892).

### **Tourism and hotels in Ketchum**

Ketchum has planned for and regulated land areas designated for tourism-related functions, and lodging for visitors and tourists, since the city's first zoning regulations (1961, Ord. 62). Ordinance 62 created a Tourist (T) zoning district separate and distinct from the Business (B) and Limited Business (LB) districts. The Tourist district is where boarding and rooming houses, hotels, motels, resort cabins and lodges were allowed; these uses were not permitted in the Business or Limited Business zones.

Notably, the parcel of land proposed by PEG to become the Ketchum Tribute Hotel was originally zoned Tourist by Ketchum's first zoning ordinance and zoning map, and the former Holiday Inn (subsequently Alpen Rose, demolished, site of new Thunder Springs residences), River Street Inn (now a private single family residence) and the Tyrolean (still in operation) all had Tourist zoning designations.

While Ketchum has formally recognized the need to have land available for tourist accommodations for decades, in the mid-to-late 2000s the city recognized it needed to take action to curb negative trends impacting the availability of local lodging options. The city's 2006 Downtown Master Plan, a guiding design document recognized "...a special consideration of hotel development, a high priority for sustaining tourism," and called for "prominent hotels and visitor-serving uses" at both the north and south entrances to downtown (Ketchum Downtown Master Plan, p. 10, 80). This was followed by the 2007 Gateway Massing Study, which designated the four corners of the Main Street and River Street intersection as appropriate for hotel development.

The extent of the loss of hotel rooms in Ketchum was captured in a June 2008 city presentation that documented a net reduction of 228 hotel rooms between 2003 and 2007 (924 to 696 rooms), and a 5.1% decline in Local Option Tax lodging collections from 2001 to 2005. The presentation cited three hotel proposals in the pipeline at the time, Warm Springs Ranch Resort, the Bariteau project, and Simplot hotel project, with a total of 287 hotel rooms proposed. To date, the three referenced projects have not been constructed but the Limelight has come online, with 99 hotel rooms.

In 2008 the city took action to incentivize the development of new hotels and adopted an ordinance (Ord. 1033) exempting any hotel that met the definition of "hotel" (hotel must include guest room, food and beverage, and other amenities) from community housing and employee housing obligations if a building permit was issued for the project by June 1, 2010. No hotel received a building permit by 2010 and so the city extended the exemption (Ord. 1068) to June 1, 2012. However, the Limelight Hotel's development agreement was first approved during this time period and waiving of the Community Housing obligation was granted consistent with the zoning code exemption. The city further incentivized construction of the Limelight Hotel by approving a waiver for on-site employee housing as well.

## Hotel Regulations

The development standards requirements for hotels are listed below. Hotels are the only development required to submit an Employee Housing Plan for the project.

<b>Hotels</b>	
<b>Standards of Evaluation</b>	
<b>EVALUATION STANDARDS: 17.124.050</b>	
<b>Code Section</b>	<b>City Standards and Applicant Comments</b>
<b>17.124.050.A</b>	<p><b>Hotels may exceed the maximum floor area, height or minimum open site area requirements of this title subject to the following review process:</b></p> <ol style="list-style-type: none"> <li><b>1. Planned Unit Development: A planned unit development shall be prepared for the proposal and approved by the city which specifically outlines the waivers to bulk regulations requested.</b></li> <li><b>2. Subarea Analysis: A subarea analysis shall be prepared which addresses the comprehensive plan designation for the subarea; impacts of the proposed hotel on the character and scale of the surrounding neighborhood; impacts on proposed height and mass relative to the city's design review standards and the PUD standards; and the appropriateness of the subarea for a hotel which exceeds the dimensional standards requirements of sections 17.12.030 and 17.12.040 of this title.</b></li> </ol>
<b>17.124.050.B.1</b>	<p><b>In addition to all other hotel requirements of this title, the following standards apply to hotels in the T and CC districts:</b></p> <ol style="list-style-type: none"> <li><b>1. Hotel Developments: For hotel developments, community housing calculations apply to all residential units. However, one hundred percent (100%) of the community housing requirement will be waived only for the residential portion of hotel projects that meet the hotel definition adopted by the Ketchum city council.</b></li> </ol>
<b>17.124.050.B.2</b>	<p><b>Employee Housing: Hotel developments are required to mitigate employee housing impacts at a ratio of twenty five percent (25%) of the total number of employees calculated by the following formula: one employee per hotel room or bedroom.</b></p>
<b>17.124.050.B.3</b>	<p><b>Employee Housing Plan: The applicant shall provide an employee housing plan which outlines the number of employees, income categories and other pertinent data. The employee housing plan shall be the basis of the applicant's proposal for a mix of employee housing which addresses the range of employees needed to serve the hotel.</b></p>
<b>17.124.050.B.4</b>	<p><b>Alternate Means For Housing: The city council may consider a request by the hotel developer to satisfy any required employee or community housing square footage by alternate means. Off site mitigation, payment of in lieu fees, land in lieu of units, voluntary real estate transfer fees or other considerations may be proposed by the hotel developer. Larger sites are encouraged to include workforce housing on site. The city council has full discretionary power to deny said request.</b></p>

17.124.050.B.5	<p><b>Zoning Development Agreement:</b> Hotels shall enter into a zoning development agreement with the city as part of the approval process. Said zoning development agreement may address the following subjects: community housing, hotel room uses and restrictions, public access on the property, alternatives and remedies if the hotel use ceases, and any other issues the commission or city council deems appropriate. Said zoning development agreement shall follow the public hearing process as outlined in title 16, chapter 16.08, "Planned Unit Developments", of this code. Said zoning development agreement shall be subject to sections 17.154.050, "Enforcement", and 17.154.060, "Modification And Termination", of this title.</p>
17.124.050.B.6	<p><b>Number Of Floors:</b> Hotels may build a fourth floor. If a site meets the criteria for five-story hotel site designation, a fifth floor may be built. Five-story hotels may only be approved via a planned unit development (PUD) as outlined in title 16, chapter 16.08 of this code.</p> <p><b>a. Five-Story Hotel Site Designation Criteria:</b> A property shall meet all of the following criteria to be designated as a five-story hotel site:</p> <ul style="list-style-type: none"> <li>(1) Is located in subdistrict A, retail core of the community core district.</li> <li>(2) Has a minimum lot area of thirty three thousand (33,000) square feet.</li> </ul>

## **Impacts Projects have on Housing**

The Planning & Zoning Commission discussed that they would like to better understand how projects throughout Ketchum impact housing both in a positive or negative manner. Currently there are no assessments, studies or reports that are required to explain this impact when new projects are brought forth to the Commission besides hotels. Staff recommends the Commission use the Housing Action Plan as an opportunity to think of required material, tools or other options to better understand how projects impact housing.

The City of Boston has developed an Affirmatively Furthering Fair Housing Assessment Form in which applicants are required to show how their project furthers fair housing not only within the project but within the neighborhood it is located in. The form is attached as Exhibit A and a guide for the assessment is attached as Exhibit B. This could a tool that both staff and the Commission could use for future projects in order to see how the project impacts housing within Ketchum. Councilwoman Lydia Edwards, from East Boston, spoke about this tool and why it was needed in her district in a webinar discussing Zoning & Equity. This webinar spoke on topics that the Commission has discussed such as the lack of affordable housing and how zoning or other regulatory tools can be used to influence this. If interested in hearing other items that were discussed in the webinar, one can find the discussion here: <https://www.youtube.com/watch?v=l-CjFtLwmSc>.

Another tool the Commission can consider is performing an analysis of the demographics of Ketchum residents (age, race, income, family size) and compare that with what a developer is proposing in regard to unit size and rent. This analysis can show whether what's being developed is for those in Ketchum or not.

These and any other ideas the Commission would like to discuss can be part of the Housing Action Plan creation.

### **Attachments:**

Exhibit A: Affirmatively Furthering Fair Housing Assessment Form

Exhibit B: Affirmatively Furthering Fair Housing Guide

# Exhibit A



# Affirmatively Fair Housing Assessment Tool

Proponents of Large Projects, Planned Development Areas (PDAs), and Planned Development Area Master Plans that feature a housing component must submit this form with each Project Notification Form and/or Notice of Project Change. If this is a multi-building and/or multiphase project you must submit a separate assessment for each building and/or phase. For PDAs you must submit an assessment for the entire PDA as well as for each Proposed Project within the PDA.

For more information on how to complete this form see [The AFFH Assessment and Submission Guide](#). To complete this form electronically as a Google Form visit: <https://bit.ly/38qXmh0>. If completing this form as a Word Doc (i.e. not electronically using the Google Form) please submit this form with the rest of your Article 80 filings. For questions about this form please email Michelle McCarthy, Housing Policy Manager at [michelle.mccarthy@boston.gov](mailto:michelle.mccarthy@boston.gov).

***Please remember to include all necessary and/or required attachments.***

Section 1: Submission Information-Primary Contact	
Date:	
Name:	Title:
Company:	
Email:	Phone:
What type of project is this submission for?	<input type="checkbox"/> Large Project: Single building/phase <input type="checkbox"/> Large Project: Multi-building/phase <input type="checkbox"/> Planned Development Area <input type="checkbox"/> Project located within a Planned Development Area <input type="checkbox"/> Other (please explain):
At what stage in the Development Review process is this submission being made?	<input type="checkbox"/> Project Notification Form <input type="checkbox"/> Notice of Project Change <input type="checkbox"/> Response to a Supplemental Information Request <input type="checkbox"/> Other (please explain):

Section 2: Development Team Information-Primary Contact	
<b>Proponent/Owner</b>	
Name:	Title:
Company:	
Email:	Phone:
<b>Attorney</b>	
Name:	Title:
Company:	
Email:	Phone:
<b>Marketing Agent</b>	
Name:	Title:
Company:	
Email:	Phone:

BPDA Staff	
Project Manager:	Planner:

<b>Section 3: Proposed Project Overview</b>	
<b>A. Proposed Project Information</b>	
Project Name	
Project Address(es)	
What is the square footage of the Proposed Project Site?	
Purchase Date of Proposed Project Site	
Is the Proposed Project located in a Planning Area or subject to a Planning Initiative? If, yes please describe.	<input type="checkbox"/> No <input type="checkbox"/> Yes (please describe):
Is the Proposed Project located within a Landmark District or an Architectural Conservation District? If yes, please describe.	<input type="checkbox"/> No <input type="checkbox"/> Yes (please describe):
Are there any current or expiring affordability restrictions, special property tax agreements, or similar (e.g. Urban Renewal, Section 8, 121A, etc.) on any existing building within the Proposed Project Site	<input type="checkbox"/> No <input type="checkbox"/> Yes (please describe):
<b>B. Proposed Project Description</b>	
What is the construction classification of the Proposed Project?	<input type="checkbox"/> New Construction <input type="checkbox"/> Rehabilitation <input type="checkbox"/> Other (please describe):
Total anticipated number Phases and/or Buildings	
What is the anticipated residential square footage at the Proposed Project?	
How many residential units are anticipated at the Proposed Project?	
Are residential units anticipated to be rentals or homeownership units? If there will be a mix, please describe.	<input type="checkbox"/> Rentals: <input type="checkbox"/> Homeownership Units: <input type="checkbox"/> Mix (please describe):
Indicate how many units of each bedroom size are anticipated at the Proposed Project.	Studio: 1 Bed: 2 Bed: 3 Bed: 4+ Bed:
Indicate how many units accessible to persons with disabilities (i.e. fully built-out Group 2 units) are anticipated at the Proposed Project.	
How many total units will be financially available to tenants with Housing Choice Vouchers (i.e. Section 8 vouchers) and/or other	

state or local housing vouchers? Payment standards for Boston Housing Authority Vouchers are <a href="#">here</a> .	
Are any units anticipated to be <a href="#">Compact Living</a> units? If yes, list the total number of compact units.	<input type="checkbox"/> No <input type="checkbox"/> Yes-Total Number of Compact Units:
Indicate how many compact units of each bedroom size are anticipated at the Proposed Project.	Studio 1 Bed: 2 Bed 3 Bed: 4+ Bed:
Are there non-residential uses anticipated at the Proposed Project Site? If yes, please describe.	<input type="checkbox"/> No <input type="checkbox"/> Yes (please describe):
Is the Proposed Project anticipated to be subject to Development Impact Project Exactions (i.e.: Linkage)? If yes, please indicate the anticipated amount of each exaction.	<input type="checkbox"/> No <input type="checkbox"/> Yes: Anticipated Housing \$ Exaction: Anticipated Jobs Exaction: \$

Section 4: Displacement Risk at the Proposed Project Site	
A. Previous and Current Uses of the Proposed Project Site	
Have there been any buildings on the Proposed Project Site at any time in past two years or, if applicable, since zoning relief was granted at the Proposed Project Site, whichever is longer?	<input type="checkbox"/> No ( <b><u>Skip to Section 5: Inclusionary Development Policy</u></b> ) <input type="checkbox"/> Yes
Are there any buildings on the Proposed Project Site currently? Choose the one option that best applies.	<input type="checkbox"/> Yes, and some or all are currently occupied. <input type="checkbox"/> Yes, they are all currently vacant and have been vacant for the past two years. ( <b><u>Skip to Section 5: Inclusionary Development Policy.</u></b> ) <input type="checkbox"/> Yes, they are all currently vacant but have not been vacant for all the past two years. <input type="checkbox"/> No, but there were buildings at the site in the past two years. <input type="checkbox"/> No, there have been no buildings at the site in the past two years. ( <b><u>Skip to Section 5: Inclusionary Development Policy</u></b> )
To the best of your knowledge, describe all uses, including temporary uses at the Proposed Project Site within the past two years. If you are unable to answer this question, please explain why.	

What types of tenants and/or occupants are currently present at the Proposed Project Site?	<input type="checkbox"/> Residential Only <input type="checkbox"/> Commercial Only ( <b><u>Skip to Section 4.C Past and Current Residential Use Details</u></b> ) <input type="checkbox"/> Both residential and commercial <input type="checkbox"/> Other (please describe): <input type="checkbox"/> None ( <b><u>Skip to Section 5: Inclusionary Development Policy</u></b> )
<b>B. Past and Current Residential Use Details</b>	
How many residential buildings at the Proposed Project Site are currently occupied?	
How many residential units currently exist at the Proposed Project Site? List the number of vacant units and the number of occupied units.	Vacant Units: Occupied Units:
For each unit vacated within the past two years list the vacancy date for each unit, to the best of your knowledge. <b><u>Please indicate if you are attaching a separate list.</u></b>	
Of the units vacated within the past two years, were any occupied by subsidized housing voucher holders (i.e. Section 8, MRVP, CoC PSH, etc.)?	<input type="checkbox"/> No <input type="checkbox"/> Yes (please describe):
Of the currently occupied units, are any occupied by subsidized voucher holders (i.e. Section 8, MRVP, CoC PSH, etc.)?	<input type="checkbox"/> No <input type="checkbox"/> Yes (please describe):
Of the units vacated within the past two years, were any occupied by persons with disabilities?	<input type="checkbox"/> No <input type="checkbox"/> Yes (please describe):
Of the currently occupied units, are any occupied by persons with disabilities?	<input type="checkbox"/> No <input type="checkbox"/> Yes (please describe):
Which of the following tenancy actions have taken place at the	<input type="checkbox"/> Tenant voluntarily vacated unit at expiration of lease or tenancy at will period:

<p>Proposed Project Site within the past two years? Indicate the number of times each action has taken place within that time period, to the best of your knowledge.</p>	<input type="checkbox"/> Tenant vacated unit due to a rent increase: <input type="checkbox"/> Notice to Quit issued for cause (i.e. non-payment of rent; lease violation): <input type="checkbox"/> Notice to Quit issued for no cause: <input type="checkbox"/> Tenant formally evicted for cause: <input type="checkbox"/> Tenant formally evicted for no cause: <input type="checkbox"/> Tenant vacated unit because of change in ownership and/or intent to develop: <input type="checkbox"/> Other (please describe):
<p>Have residential tenants been informed of any ownership changes?</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes (please provide date, and attach a representative example of the notice)
<p>If condominiums are anticipated within the Proposed Project, have current tenants been informed of their rights under the <a href="#">Condominium Conversion Act</a>?</p>	<input type="checkbox"/> No, the Proposed Project is 100% rental units. <input type="checkbox"/> No, tenants have not yet been informed. <input type="checkbox"/> Yes (please provide date and attach a copy of the notification):
<p>Provide the date on which the Department of Neighborhood Development Office Housing Stability was informed of intent to develop the Proposed Project Site, as applicable. <b>Please attach a copy of the notification.</b></p>	
<p>Please provide information on what types of permanent relocation and/or financial assistance has been provided to tenants. If none, what assistance do you plan to provide to tenants to assure housing stability?</p>	
<p>If you have been unable to answer any of the questions in Section 4.B-especially those questions relating to use and/or occupancy of the Proposed Project Site within the past two years-please explain why.</p>	
<p><b>C. Past and Current Commercial Use Details</b></p>	
<p>How much commercial square footage is currently present at the Proposed Project Site?</p>	<p>Vacant: Occupied:</p>
<p>In a separate attachment for each commercial space currently occupied or occupied within the past two years, please provide the following information, as available:</p> <ul style="list-style-type: none"> <li>● Current status (i.e. vacant or occupied)</li> <li>● Square Footage</li> <li>● Name of business or organization</li> <li>● Type of business or organization</li> <li>● If the tenant is or was a minority or woman owned business</li> </ul>	

<ul style="list-style-type: none"> <li>Length of time the business or organization has or had been at the Proposed Project Site</li> <li>The preferred language of tenant</li> </ul>	
Are there any specific commercial tenants expected after development?	<input type="checkbox"/> No <input type="checkbox"/> Yes (please describe):
Are there any specific minority or woman owned business tenants anticipated after development?	<input type="checkbox"/> No <input type="checkbox"/> Yes (please describe):

**Section 5: Inclusionary Development Policy (IDP)**

Is the <u>IDP</u> anticipated to apply to the Proposed Project?	<input type="checkbox"/> Yes <input type="checkbox"/> No (please explain why and then skip to <b>Section 6: Strategy for Addressing AFFH Goals</b> ):				
In which <u>IDP Zone</u> is the Proposed Project Located?	<input type="checkbox"/> Zone A <input type="checkbox"/> Zone B <input type="checkbox"/> Zone C				
How is the Proposed Project anticipated to meet IDP obligations? Check all that apply.	<input type="checkbox"/>	On-site units	Number anticipated:		Percent of total
	<input type="checkbox"/>	Off-site units	Number anticipated:		Percent of total
	<input type="checkbox"/>	Payment into IDP fund	Amount anticipated	\$	
How many IDP units are anticipated as rental units and how many units are anticipated as homeownership units?	On-site rental: Off-site rental: On-site homeownership: Off-site homeownership:				
What is the total anticipated square footage for all on-site IDP units?	Rental Square Footage:		Percent of total square footage:		
	Homeownership Square Footage:		Percent of total square footage:		
Indicate the anticipated number IDP units by bedroom size at the Proposed Project site, including the number of Compact Living IDP units for each bedroom size.	Total IDP Studio:		Compact IDP Studio:		
	Total IDP 1 Bed:		Compact IDP 1 Bed:		
	Total IDP 2 Bed:		Compact IDP 2 Bed:		
	Total IDP 3 Bed:		Compact IDP 3 Bed:		
	Total IDP 4+ Bed:		Compact IDP 4+ Bed:		
Indicate the number of anticipated IDP units that will be made accessible to persons with disabilities (fully built-out MAAB Group 2 units).					
Indicate the number of anticipated IDP units by AMI at the Proposed Project Site	<b>Rental Units</b>			<b>Homeownership Units</b>	
	30% AMI:	40% AMI:	50% AMI:	60% AMI:	70% AMI:
	60% AMI:	70% AMI:	80% AMI:	90% AMI:	100% AMI:
	70% AMI:	Other (please describe):		Other (please describe):	



If off-site units are anticipated, please describe host site, partnerships, anticipated funding, and development timeline.	
If you are unable to provide the specific details for any question in Section 5, please explain when these details are expected to be available for review.	

**Section 6: Strategy for Addressing AFFH Goals**

Proponents must consult the [Housing and Household Composition Community Profile Report](#) and the [Department of Neighborhood Development Displacement Risk Index and Maps](#) in order to complete this section. For more information on how to complete this section see [The AFFH Assessment and Submission Guide](#). The Boston Interagency Fair Housing Development Committee (BIFDC) may request Proponents to consider different or additional Intervention Options after submission of this form and prior to its recommendation to the BPDA Board.

**A. Intervention Options & Intervention Enhancements**

Indicate which Article 80 Intervention Options will be incorporated into the Proposed Project. All projects must select at least one option. Selection(s) must be proportional to the size, scope, and impact of the Proposed Project. Certain projects may be required to select more than one option as an Intervention Enhancement.	<input type="checkbox"/>	Provide an additional percentage of IDP units than required:
	<input type="checkbox"/>	Deepen the affordability of IDP units
	<input type="checkbox"/>	Provide all IDP units on-site
	<input type="checkbox"/>	Provide higher proportion of 2+ bedroom IDP units than required
	<input type="checkbox"/>	Meet or exceed proportion of market rate 2+ bedroom units in the community
	<input type="checkbox"/>	Increase the number fully built-out Group 2 units accessible to persons with disabilities
	<input type="checkbox"/>	Increase building density to directly increase affordable units for and available to people in protected classes
	<input type="checkbox"/>	Agree to apply to host Project Based Vouchers or Rental Assistance Demonstration units onsite, in addition to meeting IDP
	<input type="checkbox"/>	Partner with a non-profit developer, land trust, housing authority, or other entity to provide land or bear some capital costs to enable affordable housing construction, in addition to fulfilling IDP requirements
For each Article 80 Intervention Option selected, describe how many units the proposed Intervention options will apply to. Please distinguish between market-rate and IDP units. Refer to the AFFH Submission Guidance document for more information on what information should be included for each Article 80 Intervention Option.		
Indicate which Marketing & Housing Access Intervention Options will be incorporated	<input type="checkbox"/>	Provide a preference for an agreed upon percentage of units to rental voucher-holders and develop marketing and tenant selection policies and procedures that are least likely to exclude voucher-holders.

<p>into the Proposed Project. All projects must select at least one option. Selection(s) must be proportional to the size, scope, and impact of the Proposed Project.</p>	<input type="checkbox"/> Provide preference for an agreed percentage of units to families that are currently rent-burdened, have experienced a no-fault eviction, or have experienced eviction but now display the ability to pay and develop marketing and tenant selection policies and procedures that least likely to exclude preferred tenants. <input type="checkbox"/> In the case of homeownership units, provide a preference to first-time/generation Homebuyers and develop marketing policies and procedures that are least likely to exclude preferred homebuyers. <input type="checkbox"/> Allow last month's rent and security deposit to be paid in installments for an agreed upon percentage of units or by renters up to a certain income level <input type="checkbox"/> Agree to follow best practices related to the use of CORI, eviction, and credit records in the tenant screening and selection process <input type="checkbox"/> Agree to follow progressive practices related to the use of CORI, eviction, and credit records in the tenant screening and selection process, and in marketing of units, for example following Fair Chance Housing guidelines, and/or waiving eviction and credit checks for affordable units and/or housing voucher-holders. <input type="checkbox"/> Agree to best practices in marketing the market-rate units that are inclusive of and welcoming to members of protected classes <input type="checkbox"/> Other (please describe);
<p>For each Marketing &amp; Housing Access Intervention Option selected, describe how many units the proposed Intervention options will apply to. Please distinguish between market-rate and IDP units. Refer to the AFFH Submission Guidance document for more information on what information should be included for each Marketing &amp; Housing Access Intervention Option.</p>	
<p>Supplemental Process Options: These are <b>optional</b> Intervention Options a Proponent may propose as an Intervention Enhancement. Supplemental Process options must be legal feasible and must clearly be linked to AFFH goals. Supplemental Process Options will be reviewed by the BIFDC as well as any relevant City departments and/or Agencies before they can be recommended and/or implemented. Examples of Supplemental Process Options are:</p> <ul style="list-style-type: none"> <li>• Establishing a housing stabilization fund</li> <li>• Entering into voluntary deed restriction granting tenants the right of first refusal to purchase property upon conversion or sale</li> <li>• Establishing and/or contributing to a neighborhood housing Acquisition Opportunity Program</li> <li>• Restricting the percentage of non-owner-occupied units</li> <li>• Providing flexible lease options to local, small business tenants in mixed-use developments</li> <li>• Agreeing to support cooperative housing units</li> </ul> <p>Proponents choosing to pursue one or more Supplemental Process Options should attach a description of the proposed Supplement Process Option(s) that describes the scope of the proposed option(s) and how the option is anticipated to be implemented. The BPDA Project Manager and/or BIFDC will follow up with the Proponent requesting any different or additional information necessary to review the proposed Supplemental Option(s).</p>	
<p>If required, indicate which Intervention Enhancements will</p>	<p><b>Areas of High Displacement Risk must select one of the following:</b></p> <input type="checkbox"/> Diversity Preservation Preferences (if <a href="#">permitted</a> at Proposed Project Site)

<p>be incorporated into the Proposed Project. Note: The Boston Interagency Fair Housing Development Committee may determine that the Proposed Project is in an Area of High Displacement Risk and/or Area of High Historical Exclusion after submission of this form.</p>	<input type="checkbox"/>	Additional Article 80 Option(s)
	<input type="checkbox"/>	One or more Supplement Process Options
	<b>Areas of High Historical Exclusion must select one of the following:</b>	
	<input type="checkbox"/>	Build all IDP units on-site
	<input type="checkbox"/>	Additional Article 80 Option(s)
	<input type="checkbox"/>	One or more Supplement Process Options
	<b>Planned Development Areas (PDA) must select one of the following</b>	
	<input type="checkbox"/>	Additional Article 80 Option(s)
<input type="checkbox"/>	One or more Supplement Process Options	
<p><b>B. Discussion of the Impact of Intervention Options on Displacement Risk</b> – To complete this section Proponent must reference specific answers provided throughout this form, as well as information from the <a href="#">Housing and Housing Composition Community Profile Report</a> which details the racial, ethnic, economic characteristics of the community within ¼ mile of the Proposed Project Site as well as the characteristics of the housing within the same radius, to discuss how selected intervention Options mitigate Displacement Risk. For more information on Displacement Risk throughout the City, Proponents should review the <a href="#">DND Displacement Risk Index and Maps</a>.</p>		
<p>Displacement Risk Analysis: Using the answers provided in <b>Section 4: Displacement Risk at the Proposed Project Site</b> the information provided in the Housing and Household Composition Community Profile Report and DND’s Displacement Risk Index and Map, please discuss the displacement pressures at the Proposed Project Site and within the surrounding community and how the selected Intervention Options mitigate those pressures and create opportunities for members of protected classes. Please address how proposed Intervention Options are proportional to the size, scope, and impact of the Proposed Project on the surrounding community.</p>		
<p>IDP Programming: Using the answers provided <b>Section 5: Inclusionary Development Policy (IDP)</b> and the information provided in the Housing and Housing Composition community Profile Report and DND’s Displacement Risk Index and Map, describe how IDP commitments will contribute to</p>		

<p>a more inclusive community, including how unit sizes and AMI targets meet the needs of residents in the surrounding community, especially members of protected classes.</p>	
<p>Please describe any additional efforts undertaken to address Displacement Risk at and within ¼ mile of the Proposed Project Site that have not already been discussed.</p>	
<p><b>C. Discussion of the Impact of Intervention Options on Historical Exclusion</b> – to complete this section Proponent must use the <a href="#">Historical Exclusion Map</a> to discuss how selected Intervention Options assure that the Proposed Project is an inclusive, integrated, and welcoming place and that the Proposed Project contributes to making the neighborhood more inclusive by creating opportunities for residency for members of protected classes, especially those that have been Historically Excluded</p>	
<p>Historical Exclusion Analysis: Using the Historical Exclusion map please discuss the factors contributing to Historical Exclusion surrounding the Proposed Project Site how the selected Intervention Options attempt to mitigate Historical Exclusion at the Proposed Project Site and are inclusive of members of protected classes.</p>	
<p>Integration and Inclusivity: Considering the extent of Historical Exclusion surrounding the Proposed Project Site please discuss all efforts-including housing, commercial, and programmatic efforts-that will be taken to make the Proposed Project an inclusive, integrated, and welcoming place and how the Proposed Project will contribute to making the neighborhood more inclusive.</p>	
<p><b>D. Discussion of Marketing and Tenant Selection</b> – to complete this section the Proponent should reference how Marketing Intervention Options will be used and incorporated into occupancy and tenant selection policies in order to reach protected classes.</p>	
<p>Describe efforts that will be made to reach out to neighborhood residents-especially members of protected classes-when marketing residential units, keeping in mind language access and</p>	

channels through which units are marketed.	
Describe efforts that will be made to assure residential unit marketing will meet the requirements of the Fair Housing Act of 1968 and promote an inclusive and diverse community.	
For Proposed Projects anticipated to have rental units, describe tenant selection and occupancy policies regarding tenant eligibility (i.e.: use of CORI history, credit reports, eviction history, etc.), application fees, payment of first last/month rent and security deposits. <b>You may attach sample policies to complete this question.</b>	

<b>Section 7: Attachments</b>		
Please indicated that the following attachments have been included with this form (* indicates the attachment is required). If you are including attachments other than those listed here please describe the attachment.		
1.	Housing and Household Composition Community Profile Report for Proposed Project Site*	<input type="checkbox"/>
2.	Condominium Conversion Notice to tenants (representative example)	<input type="checkbox"/>
3.	Vacant unit by vacancy date list	<input type="checkbox"/>
4.	Notice of intent to develop sent to Department of Neighborhood Development Office of Housing Stability	<input type="checkbox"/>
5.	Representative example of each notice sent to tenants about redevelopment at the Proposed Project Site	<input type="checkbox"/>
6.	Commercial tenant information	<input type="checkbox"/>
7.	Supplemental Process Option(s) description	<input type="checkbox"/>
8.	Sample tenant selection and occupancy policies	<input type="checkbox"/>
9.	Other (please describe):	<input type="checkbox"/>

<b>Section 8: Acknowledgements</b>
<p>By submitting this form, I acknowledge that the information provided is true and correct to the best of my knowledge and is subject to review by the Boston Interagency Fair Housing Development Committee (BIFDC) and that a recommendation by the BIFDC that AFFH strategies are appropriate for the Proposed Project must be made to the BPDA Board as part of seeking approval for the Proposed Project.</p> <p>I further acknowledge that Intervention Options and other strategies for the meeting AFFH goals will be memorialized in Housing Agreements and/or Cooperation agreements which will restrict who may live in a particular unit of housing, how much rent may be charged for a particular unit of housing, the maximum sales price for a particular unit of housing, as allowed under local, state, and of federal laws.</p> <p>I further acknowledge that some or all housing units shall be marketed in accordance with the policies and procedures established by the City of Boston's Affirmative Fair Housing Marketing Program and outlined in an Affirmative Fair Marketing Plan.</p>

Name	Title	Date

# Exhibit B



# Affirmatively Furthering Fair Housing (AFFH) Assessment and Submission and Guide

## Introduction

On March 15, 2021, the City of Boston became the first municipality in the nation to require certain development projects to [incorporate strategies for meeting Affirmatively Furthering Fair Housing](#) goals in development proposals. Proponents of Large Projects, Planned Development Areas (PDAs), and Planned Development Area master plans, subject to Article 80 review and featuring a housing or residential component, must now complete a project-level AFFH Assessment<sup>1</sup> and propose Meaningful Actions (i.e. Intervention Options) intended to address housing disparities identified through the AFFH Assessment as a condition of receiving approval from the Boston Planning and Development Agency (BPDA) Board.

The Boston Zoning Code now requires as part of the Article 80 review and approval process that Proponents affirmatively further fair housing by:

Take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, Affirmatively Furthering Fair Housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, and transforming racially and ethnically concentrated areas of poverty into areas of opportunity.

AFFH also requires that Proposed Projects contributes to the creation of Affirmatively Integrated Communities which are defined as:

Where a diverse set of people, including those that belong to [Protected Classes](#), can afford to live and where they have reasonable access to amenities (e.g. healthcare, transit, groceries, banking, greenspace), educational opportunities, and economic opportunities. Reasonable access means that such amenities and opportunities are affordable, in close proximity to one's housing, and culturally appropriate.

A key component of the AFFH Assessment is the submission of the AFFH Assessment Tool , which must be submitted as part of the initial Article 80 filing (i.e a Project Notification Form), with respect to any project for which a Letter of Intent is submitted on and after March 15, 2021, and/or with any filings

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<sup>1</sup>This includes completion of 1) the most recent version of the Assessment Tool which shall provide to the Proponent a Displacement Risk Analysis and Historical Exclusion Analysis 2) an Affirmative Fair Housing Marketing Requirement 3) and a description of which measures from the most recent version of the AFFH Intervention Options, as adopted by the Boston Redevelopment Authority, the Proponent intends to utilize to address displacement and affirmatively create housing accessible to people within protected classes. These measures should be commensurate with the size and scope of the project, as well as the magnitude of historical exclusion and potential displacement, and shall be reviewed by the Boston Interagency Fair Housing Development Committee (BIFDC), which shall advise the BPDA on the Proposed Project's compliance with the provisions of the Boston Zoning Code.

requesting substantive project changes (i.e. a Notice of Project Change or PDA amendment) submitted on and after March 15, 2021. The purpose of the AFFH Assessment Tool is to provide the Proponent with the information and structure necessary to consider both Historical Exclusion and Risk of Displacement within one quarter mile of the Proposed Project site. By completing the AFFH Assessment Tool and considering the Historical Exclusion and Displacement Risk that may be present at and around the Proposed Project Site, the Proponent should then be able to select Intervention Options intended to meet the needs community in a way that is inclusive of and inviting to members of protected classes.

When completing the AFFH Assessment and considering which Intervention Options are appropriate to addressing housing disparities, the Proponent should consider:

1. How the size, scope, and scale of the Proposed Project does or does not continue patterns of Historical Exclusion and/or contribute to displacement of the existing community, especially displacement of members of protected classes.
2. Which Intervention Options can address the unique needs of and the Displacement Risk experienced by the community already present at the Proposed Project Site while also helping to address patterns of Historical Exclusion experienced by members of protected classes.

To assist Proponents with determining if the Intervention Options selected are appropriate based on the size, scale, and scope of the Proposed Project, the extent of Historical Exclusion at the Proposed Project Site, the Displacement Risk at the Proposed Project Site, and the characteristics of the surrounding community, the AFFH amendment to the Boston Zoning Code called for the creation of the Boston Interagency Fair Housing Development Committee (BIFDC). This non-voting committee will review AFFH submissions and determine if AFFH zoning requirements are satisfied in order to make a recommendation to the BPDA board that the Proposed Project meets AFFH requirements of the Boston Zoning Code. BIFDC recommendations-including plans for monitoring ongoing AFFH commitments-will be included in the BPDA Board Memo and will be memorialized in Housing and/or Cooperation Agreements associated with Proposed Projects.

The AFFH Assessment and review process has been modeled after the Boston Zoning Code [Article 37, Green Building and Climate Resiliency](#) assessment and review process. As with Article 37, Proponents should anticipate the time it takes to complete the new AFFH assessment as part of the initial filing and/or substantial project change process as well as the need to address strategies for meeting AFFH requirements at public meetings, scoping sessions, and at any other presentation during which the Proponent describes how the Proposed Project is likely to impact the surrounding community.

## Protected Classes

Through the AFFH Assessment process Proponents will be asked to describe how to address the needs of members of protected classes. The City of Boston recognizes the following protected classes:

- Race
- Color
- Religion
- National Origin
- Sex
- Familial Status (i.e. families with children)

- Disability
- Marital Status
- Military Status
- Age
- Sexual Orientation
- Source of Income (e.g. receiving public assistance or having a Section 8 voucher)
- Gender Identity & Expression
- Ancestry

Proponents should refer to this list of protected classes when asked to discuss how a proposed AFFH strategy addresses the needs of members of protected classes.

## The Affirmatively Furthering Fair Housing Assessment Tool

Although the AFFH Assessment Tool is modeled on Article 37 tools, the content and scope are unique. This section is intended to assist stakeholders and developers to understand and complete and submit the AFFH Assessment Tool and to provide guidance on how use each part of the AFFH Assessment Tool to craft a strategy for addressing AFFH goals.

The AFFH Assessment Tool is comprised of two parts:

1. The [AFFH Assessment Form](#); and
2. The [Housing and Household Composition Community Profile Report](#)

### AFFH Assessment Form

The AFFH Assessment Form<sup>2</sup> is a document that the Proponent will complete and submit with all Large Project, PDA, and PDA master plan projects under Article 80B and 80C review and featuring a housing component as part of the initial filing (i.e. Project Notification Form) or any time there is a substantive project change (i.e. Notice of Project Change or PDA Amendment filing). Proponent must understand all parts the AFFH Assessment Form and the Housing and Household Composition Community Profile Report as well as the Intervention Options in order to complete the AFFH Assessment Form. As result, Proponents are encouraged to review this entire guide prior to completing and submitting the AFFH Assessment Form.

The AFFH Assessment Form is comprised of eight sections, each of which will be explained below. The Proponent must complete each section to the best of their knowledge in order for the BIFDC to review the Assessment Tool and make a recommendation to the BPDA Board.

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<sup>2</sup> Proponent can complete the AFFH Assessment form as a fillable [Word Document](#) which can be submitted with other Article 80 filings or it can be submitted via [Google Forms](#). For questions on how to access and complete the AFFH Assessment Form please contact Michelle McCarthy, Housing Policy Manager at [michelle.mccarthy@boston.gov](mailto:michelle.mccarthy@boston.gov).

## **Section 1: Submission Information – Primary Contact**

Here, the Proponent will provide the name and contact information for the person submitting the AFFH Assessment as well as the size of the Proposed Project and the point in the Article 80 review process when the submission is being made.

## **Section 2: Development Team-Primary Contact**

Here the Proponent will provide names and contact information for the Proponent, Attorney, and Marketing Agency. Please provide only one contact for each of these roles. The Proponent will also enter in the name of the BPDA Project Manager and the BPDA Planner assigned to their project.

## **Section 3: Proposed Project Overview**

This section has two parts. Part 3.A (“Proposed Project Information”) asks about the Proposed Project Site while part 3.B (“Proposed Project Description”) asks about anticipated uses at the Proposed Project Site, with an emphasis on residential uses. Proponents should be prepared to provide as many details as possible in order to assess the anticipated size and scope of the Proposed Project. Getting an accurate picture of the anticipated size and scope of the Proposed Project is necessary because the size and scope of the Proposed Project is an important factor in determining which Intervention Options are appropriate for the Proposed Project.

## **Section 4: Displacement Risk at the Proposed Project Site**

Here the Proponent must to the best of their knowledge provide as much information as possible about previous uses (within the previous two years from the date of AFFH submission) and current uses at the Proposed Project site. This Section is broken down into three parts so that the Proponent can answer questions about past uses as well as more detailed questions about residential and commercial uses, as applicable.

When answering questions in Section 4.B (“Past and Current Residential Use Details”) Proponents must be as comprehensive as possible when describing current and recent past tenants or occupants at the Proposed Project Site in order to describe the extent to which actual displacement has occurred or is likely to occur. The Proponent will be required to address actual anticipated or recent displacement detailed in Section 4.B, in [Section 6 Strategy for Addressing AFFH Goals](#).

The Proponent should provide similar details in Section 4.C (“Past and Current Commercial Use Details”) in describing any anticipated commercial displacement that is likely to occur and what types of commercial tenants-if any-are likely to occupy the site after development. Understanding what kind of commercial displacement may have recently occurred or is likely to occur is important for understanding the impact of the Proposed Project on the surrounding community and will help to determine if the AFFH strategy and selected Intervention Options are proportional to the size and scope of the Proposed Project and its impact on the community.

## **Section 5: Inclusionary Development Policy (IDP)**

Here the Proponent will describe how the Proposed Project will meet [Inclusionary Development Policy](#) (IDP) requirements. Proponents should be as detailed as possible when describing the anticipated number, size, and [Area Median Income](#) (AMI) limits of IDP units in this section. While AFFH encompasses



more than just IDP units and affordable housing, the Proponent’s plan for meeting IDP goals must be addressed in Section 6: Strategy for Addressing AFFH Goals and can influence which Intervention Options are selected.

## **Section 6: Strategy for Addressing AFFH Goals**

In this section the Proponent will detail which Intervention Options will be selected and how those Intervention Options will be incorporated as part of an overall AFFH strategy. To complete this section you must reference the Housing and Household Composition Community Profile Report as well as the Department of Neighborhood Development Displacement Risk Index and Maps. This section is broken down into four parts in order to help the Proponent address several specific AFFH concerns.

Section 6.A (“Intervention Options & Intervention Enhancements”) is where the Proponent will select specific Intervention Options and-if necessary-Intervention Enhancements. For more information on each Intervention Option, see the section of this guide below entitled Intervention Options and Intervention Enhancements. Proponents must select at least one Article 80 Intervention Option and one Marketing & Housing Access Option, although certain Proposed Projects may be required to select more than one of these options as an Intervention Enhancement if the BIFDC determines that additional Intervention Options are recommended based on the size and scope of the Proposed Project, the extent of Historical Exclusion, and/or the extent of Displacement Risk in the surrounding community. Proponents may also opt to propose one or more Supplemental Process Options an Intervention Enhancement. For each Intervention Option selected, the Proponent will explain how many units the Intervention Option will apply to, distinguishing between market-rate and IDP units and provide other details necessary to describe the intended scope and implementation of the selection Intervention Options.

In Section 6.B (“Discussion of the Impact of Intervention Options on Displacement Risk”) the Proponent will discuss how the selected Intervention Options as well as the IDP program addresses Displacement Risk both at the Proposed Project Site and within the surrounding community. To address Displacement Risk at the Proposed Project Site, Proponent should reference the answers provided in **Section 4 (“Displacement Risk At the Proposed Project Site”)** to explain why the selected Intervention Options and/or other AFFH strategies (such as offering relocation or other assistance to existing tenants) sufficiently helps to mitigate displacement risk at the Proposed Project site. To address Displacement Risk in the surrounding community, the Proponent must reference the information provided in the Housing and Household Composition Community Profile Report and the DND Displacement Risk Index and Maps and discuss how the selected Intervention Options address the needs of the people in the surrounding community, particularly those who are members of protected classes who are most at risk of displacement. More information on what the Housing and Household Composition Community Profile Report is provided later in this guide.

Section 6.B also requires the Proponent to address how the proposed IDP program address community needs, especially the needs of protected classes. To answer this question completely, Proponents should discuss how the proposed IDP program meets the needs of members of protected classes in the community. Finally, Section 6.B gives Proponents the opportunity to discuss any other strategies or mitigations measures that will be used to address Displacement Risk that have not previously been discussed but which will be included as part of the Proponent’s overall strategy for meeting AFFH goals.

In Section 6.C (“Discussion of the Impact of Intervention Options of Historical Exclusion”) the Proponent will use the Historical Exclusion portion of the Housing and Household Community Profile report to discuss how the selected Intervention Options mitigate the impacts of Historical Exclusion at and around the Proposed Project site and how the selected Intervention Options are inclusive of members of protected classes. The Proponent should discuss all the Intervention Options selected, as well as any additional strategies for addressing Historical Exclusion and creating a Proposed Project that is integrated and inclusive with respect to the surrounding community and welcoming with respect to those who have been historically excluded from the surrounding community, especially members of protected classes.

Section 6.D (“Discussion of Marketing and Tenant Selection”) requires the Proponent to discuss outreach to and marketing of housing units both to the surrounding community, and to member of protected classes who have been historically excluded from the community. The Proponent is encouraged to provide a sample of their occupancy and tenancy eligibility policies in addition to providing a narrative response. The Proponent should discuss the Marketing Intervention & Housing Access options as well as the Proponent’s existing or proposed policies and procedures for marketing and selecting tenants that meet AFFH goals.

### **Section 7: Attachments**

Here the Proponent should select which attachments are included with the AFFH Assessment form. The only required attachment is the Housing and Household Composition Community Profile report.

### **Section 8: Acknowledgements**

Here the Proponent’s representative submitting the AFFH Assessment form will acknowledge three statements relating to: (1) the truth of the information provided to the best of the Proponent’s knowledge and review of the form and AFFH strategies by the BIFDC; (2) the memorialization of Intervention Options in Agreements; a (3) the requirement that some or all housing units will be subject to the policies and procedures of the City of Boston’s Affirmative Fair Housing Marketing Program.

## **Housing and Household Composition Community Profile Report:**

The [Housing and Household Composition Community Profile](#)<sup>3</sup> (HHCCP) Report provides several important pieces of information that the Proponent will use to select appropriate and proportional Intervention Options and develop a comprehensive and appropriate AFFH Strategy. The report must be included as an attachment submitted with the AFFH Assessment Form.

While each element of the HHCCP report will be reviewed here individually with recommendations on how to use each piece of data, the Proponent should look at all of the information in HHCCP report together along with the information provided by the [Department of Neighborhood Development Displacement Risk Index and Map](#), and the information collected in the AFFH assessment form when selecting Intervention Options and discussing why the selected Intervention Options are both

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<sup>3</sup> To generate the report proponent must visit <http://maps.bostonplans.org/affh/#/>, enter the address of the Proposed Project in the upper right-hand side of the page and then click the generate report button on the upper left-hand side of the page. This will generate a PDF which can be saved for review and submission along with the AFFH Assessment form.

proportional and appropriate to meet AFFH goals.. When considering who is represented in the community the Proponent should consider how the Proposed Project can meet the needs of people who are already living around the Proposed Project site so they are not displaced as a result of the Proposed Project. When considering who is not represented or who is underrepresented in the community, the Proponent should consider how the Proposed Project can create an inviting and welcoming community for those who are not currently and/or meaningfully included in the community, particularly members of protected classes. Proponent should refer to the information provided in the HHCCP throughout Section 6 (“Strategy for Addressing AFFH Goals”) when discussing why selected Intervention Options are both proportional and appropriate for meeting AFFH Goals.

Information in the HHCCP report is based primarily<sup>4</sup> on American Community Survey data from within ¼ mile surrounding the Proposed Project Site. There are seven broad categories of information in the report:

1. **Historical Exclusion:** The HHCCP report shows the level of Historical Exclusion at the Proposed Project site. Proponents in area of High Historical Exclusion must select an Area of High Historical exclusion Intervention Enhancement. Proponents must consider the extent of Historical Exclusion surrounding the Proposed Project site when discussing why selected Intervention Options are both proportional and appropriate with respect to the size, scope, and impact of the Proposed Project as well as the extent of Historical Exclusion at the Proposed Project site.
2. **Boston Household characteristics:** The HHCCP report provides information about the number and type of households in the community, including the total number of households, the percent of housing units that are renter occupied, the percent of households spending more than 30 % and more than 50% on rent, and the percent of households residing in subsidized or income-restricted units. It then compares these criteria to the rest of Boston. Proponents will use this information to assess density in the surrounding community, and develop a strategy for meeting AFFH goals that meets the needs of households in the surrounding community while also creating opportunities for this who have been historically excluded from the community, especially members of protected classes.
3. **Household Income Buckets:** The report shows household incomes both in the community and in rest of the City for comparison. Proponents will use this information to assess the income levels of people already living in the community and determine how a comprehensive AFFH strategy can help both to meet the needs of households who are already living in the community while also inviting in those who have been historically excluded into the community from the community, especially members of protected classes.
4. **Household Composition Characteristics:** Here information is provided about the characteristics of Households in the community including family composition, households with children, and households that include a member with a disability. Proponents should consider this information when determining unit mix, IDP programming, and number and type of units fully built out for persons with disabilities at the Proposed Project site as well as any other intervention options that address that address household composition characteristics.

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<sup>4</sup> Data on the number of subsidized units is provided by the Department of Neighborhood Development.

5. **Unit Sizes:** Here the report shows the mix of unit sizes in the community and in the city as a whole. The Proponent will consider how the mix of unit sizes anticipated at the Proposed Project compares to the community with regard to meeting AFFH goals, preventing displacement, and contributing to inclusivity in the neighborhood, especially with regard to member of protected classes.
6. **Household Size:** Information on Household sizes in the community as compared to the City as a whole is provided. Proponent will consider how the Proposed Project meets the needs of households already residing the community while also creating opportunities for household sizes that are under-represented in the community surrounding the Proposed Project site. Proponents should compare this information with Household Composition Characteristics data for additional context.
7. **Race and Ethnicity:** Data on race and ethnicity in the surrounding community is provided for both for the Proposed Project Site and in the whole City for comparison. Proponents will use this information in order see how race and ethnicity may be concentrated in the community in order to determine how to the Proposed Project and the selected Intervention Options can be used to both meet the needs of the existing community and invite in those who may have been historically excluded from the community, especially members of protected classes.

## Intervention Options & Intervention Enhancement

The purpose of the AFFH Assessment is to gather the information about the size, scope, and impact of development at the Proposed Project Site as well as how the Proposed Project does or does not impact Historical Exclusion and Displacement Risk in order to select the Intervention Options that best meet the needs of a diverse community in a manner that does not create segregation on the basis of membership in protected classes. Since Proponents are required to discuss which Intervention Option will be a part of the Proposed Project's AFFH strategy it is important to understand each Intervention Option and how it may or may not apply to or be appropriate for the Proposed Project. The overall strategy for meeting AFFH goals-including the type and scope of Intervention Options use to meet those goals-must be proportional to size, scope, and impact of development as well as the extent of Historical Exclusion and Displacement Risk surrounding the Proposed Project site.

***A note about IDP, income-restricted units, and AFFH:*** While the IDP and affordable housing are extremely important to the City and vital to the success of AFFH, not all Intervention Options or strategies to address AFFH goals are about or should be applied to IDP units. A successful strategy for addressing AFFH goals will include Intervention Options that are applied to market rate units as well as IDP units.

When Proponents proposing large multibuilding or multiphase projects select AFFH strategies that call for an increase in IDP units or other income-restricted units, concentration of income-restricted units in one building or part of a site should be avoided as it creates the possibility of income-based segregation at the Project Site. There are however some circumstances when clustering of income-restricted units will be allowed and/or preferable to meet unique community needs. Proponents anticipating clusters of income-restricted units should describe in the AFFH Assessment Form how clustering income-restricted units meet AFFH goals.



**A note about unit comparability:** All units to which Intervention Options apply, including market-rate units, must be comparable to other units within the Proposed Project. Units to which AFFH goals and or Intervention Options apply should be indistinguishable in character and appearance from units to which AFFH strategies and Intervention Options do not apply. This is already required for IDP units but should be considered when selecting Intervention Options that apply to market-rate units.

There are three types of Intervention Options:

1. Article 80 Process Options
2. Marketing & Housing Access Options
3. Supplemental Process Options

All projects must choose one Article 80 Process Option and one Marketing & Housing Access Option, although there will be circumstances where more than one of each of these Intervention Options is recommended in order for the strategy for meeting AFFH goals to be proportional to the Proposed Project's impact and context.

### **Article 80 Options**

All Proponents must select at least one Article 80 Intervention Option as part of their strategy for addressing AFFH goals. Article 80 options must comply with other federal, state, and local laws, regulations, and policies applicable to the project. For example, complying with the IDP is required and so is not considered as part of the strategy for addressing AFFH goals, although exceeding IDP or coupling IDP with other affordability strategies is.

**Provide an additional percentage of IDP units than required:** The current IDP requires that 13% of all unit on a project site be income-restricted to households making less than 70% of AMI for rentals and less than 80% but not more than 100% AMI for homeownership units. Proponents may choose to provide more units than required by IDP as part of their strategy for meeting AFFH goals provided that the additional percentage of IDP units is proportional to the Proposed Project's impact and context. Additionally, Proponents selecting this option must consider whether there are additional affordability requirements at the Proposed Project Site and which already require additional IDP units in exchange for density and/or because additional affordability has been established in PDA agreement and/or master plan. In instances where additional IDP or income-restricted units are required, Proponents selecting this Intervention Option would need to exceed those additional requirements in order to for additional IDP units to be considered a part of an AFFH strategy.

**Deepen the affordability of IDP units:** While the IDP does have target AMI ceilings (70% AMI for rental units and between 80%-100% AMI for homeownership units), it is possible for a Proponent to reduce the AMI ceiling in some circumstance and still comply with IDP requirements. In rental projects, a Proponent could choose to reduce the AMI ceiling below 70% AMI in some or all IDP units as part of an AFFH strategy while still complying with IDP. In homeownership projects, the AMI in up to half of the IDP units could have a ceiling of less than 80% AMI and still comply with IDP. Proponent selecting this option should describe the number of units with deepened affordability and the target AMI for those units.

**Provide all IDP units on-site:** Proponents are encouraged to provide all or most IDP units on-site when possible, but sometimes, the IDP can be satisfied by providing off-site units, paying into the IDP fund, or doing some combination of on-site, off-site, and IDP fund payments. With regard to Proposed Projects in [IPD Zones A and B](#), the use of off-site units is subject to approval by relevant City agencies and

departments. Because of the strong preference that already exists for providing IDP units on-site Proponents are encouraged to pair this Intervention Option with other Article 80 Intervention Options relating to IDP as part a comprehensive AFFH strategy. Proponents selecting this option should discuss how providing all IDP unit on-site goes beyond complying with the IDP to meet AFFH goals.

**Provide a higher proportion 2+ bedroom IDP units:** The Housing and Household Composition Community Profile provides information on both unit sizes and household sizes around Proposed Project Site. A Proponent may choose this option when the AFFH Assessment indicates that there is a need for this housing in the community either to support existing households who may not be able to find units to meet their needs or because AFFH Assessment indicates that families with children are currently or have previously been excluded from the community surrounding the Proposed Project Site. Proponents selecting this option should describe how many IDP units will be 2+ bedroom, the percentage of IDP units that will be 2+ bedrooms, whether 2+ bedroom IDP units are included to meet or exceed IDP requirement, and-in the case of 2+ bedroom units included to exceed the IDP requirement, what the target AMI is for those units.

**Meet or exceed the percentage of 2+ bedroom units in the surrounding neighborhood:** This Intervention Option is similar to the above option except that this option applies to market-rate units rather than IDP units. Proponents selecting this option should describe the size of 2+ bedroom units, the percentage of 2+ bedroom sized units compared to the overall number of units, and the anticipated target price for 2+ bedroom sized units. Proponents should also discuss how larger sized market rate units contribute to an overall strategy for addressing AFFH goals.

**Provide a higher number of unit accessible to persons with disabilities than required:** [Massachusetts Law](#) requires that building containing 20 or more rental unit must build out at least 5% of units as Group 2 fully-built out units accessible for persons with disabilities. This Intervention Option can apply to rental and homeownership units that either market or IDP units. Proponents already required to meet the 5% requirement must exceed that requirement as part of this Intervention Option. Proponents selecting this option should describe both the total number of units that will be fully built out Group 2 units as well as the percentage of total units that will be fully built out Group 2 units.

**Increase building density to directly increase affordable units for and accessible to people in protected classes:** Proponents may propose to develop a larger Proposed Project with the express goal of increasing unit availability to protected classes (e.g. increasing density to increase the number of units to families with children; increasing density to increase the number of fully-built out Group 2 units). When choosing this Intervention Option the Proponent must consider whether increased density is appropriate and achievable at the Proposed Project Site. Proponents must describe how increased density directly relates to increased unit availability to members of protected classes, including which protected classes will benefit from increased density and how units will be accessed by the members of protected classes they are intended to benefit. If a Proponent selects this option but is later asked to or voluntarily decides to reduce density at the Proposed Project Site (even following BPDA Board approval) then another Intervention Option must be selected, reviewed by the BIFDC, and approved by the BPDA board as a project change.

**Agree to host new Project-Based Vouchers (PBV) or Rental Assistance Demonstration (RAD) units or other deeply-affordable units on site, in addition to fulfilling IDP requirements:** This Intervention Option requires that the Proponent partner with a Local Housing Authority or other voucher-issuing agency to provide subsidized housing attached to on-site units (as opposed to mobile vouchers which

are attached to the particular household) or obtain other financing to support deeply-affordable (i.e. affordable to households with incomes less than 50% of AMI) that are subject to a restriction term of at least 50 years. Proponents would still need to income-restrict at least 13% of units on site to households making less than 70% of AMI if selecting this Intervention Option in order to comply with IDP (unless the Proposed Project meets the criteria for IDP exemption). If the Proponent selects this option and is not able to secure PBV or RAD units at the site an alternate Intervention Option must be selected, reviewed by the BIFDC and approved by the BPDA Board as a project change. Proponents selecting this option should describe the voucher-issuing agency they are seeking to partner with and the number of units that are anticipated to be supported with vouchers. Proponents selecting this Intervention Option in an area where there are already many households with rental voucher compared to the City-wide average should explain how this Intervention Option creates access to opportunities in the neighborhood.

**Agree to partner with a non-profit developer, land trust, housing authority, or other entity to provide land or bear some capital costs to enable affordable housing construction, in addition to fulfilling IDP requirements:** This Intervention Option requires the Proponent to partner with another party to develop all or part of the Proposed Project as income-restricted housing. To be considered as part of a strategy for addressing AFFH goals units must be income-restricted to households with AMIs meeting community needs and those restrictions must be in place for at least 50 years. Unless the Proposed Project is exempt from the IDP, 13% of units must still be made affordable to households with income less than 70% of AMI for rentals and less than 80%-100% if AMI for homeownership units. Proponents selecting this option should describe the entity they are partnering with, the scope and structure of the partnership, the capital or land contribution that will be made, the number of affordable units to be created, and other details necessary to describing how this Intervention Option is anticipated to be implemented.

**Any other option(s) that meet AFFH goals:** Proponents may develop their own strategies for meeting AFFH goals, provided those strategies have measurable impacts on either mitigating Historical Exclusion and/or reducing Displacement Risk, and do not create or contribute to segregation on the basis of protected characteristics. Strategies must be capable of being monitored for compliance during an identified commitment period.

### **Marketing & Housing Access Options**

All Proponents must select at least one Marketing & Housing Access Option as part of a strategy for addressing AFFH goals. Marketing & Housing Access Options must comply with other federal, state, and local laws, regulations, and policies applicable to the Proposed Project. Preferences for income-restricted units must be in accordance with BPDA policies. Deviations from BPDA marketing policies may be subject to review the City of Boston's Affirmative Fair Housing Marketing Program and/or review by the Massachusetts Department of Housing and Community Development. As part of selecting Marketing & Housing Access Options Proponents shall consider the portion of units (both market and IDP) to which the marketing option applies. If the Proponent indicates that fewer than 100% of units will be subject to the selected Marketing & Housing Access Option individual units must be identified prior to entering into a Housing and/or Cooperation Agreement with the BPDA.

Marketing & Housing Access Options requiring a preference must be detailed in Affirmative Marketing and Tenant Selection Plan which is submitted to the Boston Fair Housing Commission for approval at least one year prior to the date on which a Certificate of Occupancy is expected. All other Marketing & Housing Access Options will require the Proponent to produce written policies and procedures-including



sample lease agreements when applicable-that must be in place prior to marketing the Proposed Project. Marketing requirements, timelines for submission, and ongoing compliance schedules will be detailed in any Housing and/or Cooperation Agreements.

Marketing & Housing Access Options requiring the use of best practices or particular policies and procedures must demonstrate that the policies, practices, and procedures are applicable to all of the residential units within the Proposed Project unless there is a strong and compelling reason why AFFH goals would be better met from having more than one version of marketing and/or tenant selection policies.

**Provide a preference for an agreed upon percentage of units to rental voucher-holders and develop marketing and tenant selection policies and procedures that are least likely to exclude voucher-holders.**

Proponents selecting this option with both provide a preference for rental voucher-holders and take affirmatively steps to attract and lease to those voucher-holders through inclusive marketing and tenant selection practices. Selecting this option means: (1) accepting voucher rental reimbursement rates; (2) limiting or waiving broker fees, security deposits, and other legally allowed fees that make renting a unit difficult for a voucher-holders; (3) developing a marketing plan and practices that is likely to reach voucher-holders; (4) using tenant screening and selection practices that address other barriers voucher-holders might have in accessing a unit such as little to no rental history, poor credit score, prior eviction history, etc.; (5) and meeting administrative and other requirements to accept a housing-voucher reimbursement (e.g. annual unit inspection requirement, limitations on lease provisions, participating in tenant approval process where landlord participation is required, etc.)

Proponent may select this option for both IDP and market rate units, although this preference cannot be applied to all IDP units. Proponents selecting this option should indicate the number of market-rate and/or IDP units this preference is being applied to and should describe or provide a copy of the marketing and tenant selection policies that are required as part of this Intervention Option.

Proponents selecting this Intervention Option in an area where there are already many households with rental voucher compared to the City-wide average should explain how this Intervention Option creates access to opportunities in the neighborhood.

**Provide preference for an agreed percentage of units to families that are currently rent-burdened<sup>5</sup>, have experienced a no-fault eviction, or have experienced eviction but now display the ability to pay and develop marketing and tenant selection policies and procedures that least likely to exclude preferred tenants.**

Proponents selecting this option will both provide a preference for rent-burdened tenants and/or tenant with a previous eviction history and take affirmatively steps to attract and lease to those tenants through inclusive marketing and tenant selection practices. Selecting this option could mean: (1) accepting a lower than market rent in order to make units available to preferred tenants; (2) limiting or waiving broker fees, security deposits and other legally allowed fees that make renting a unit difficult for preferred tenants; (3) developing a marketing plan and practices that are likely to reach preferred tenants; and (4) using tenant screening and selection practices that address barriers preferred tenants may have to accessing units such as little or no rental history; poor credit score, prior eviction history, etc. Proponents may select this option for both IDP and market-rate units, although this preference cannot be applied to all IDP units. Proponent selecting this option should explain how many units have this preference and which characteristic(s)-currently rent burdened, experienced a no-fault eviction, and/or experienced an eviction by not has a demonstrated ability to pay-will be preferred and

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<sup>5</sup> Rent-burdened generally means paying more than 30% of one's gross household-income on rent.

describe or provide a copy of the marketing and tenant selection policies that are required as part of this Intervention Option.

**In the case of homeownership units, provide a preference to first-time/generation Homebuyers and develop marketing policies and procedures that are least likely to exclude preferred homebuyers:**

Proponents selecting this options will both provide a preference for first time and/or first-generation homebuyers and take affirmative steps to market homeownership units to the preferred buyers. Proponents selecting this option are encourage to partner with the [Boston Home Center](#) or a community nonprofit that provides education and services to first-time and/or first-generation homebuyers to identify potential preferred buyers. This Intervention Option applies to both market-rate and IDP units. IDP units however already have a preference for first-time homebuyers so only a preference for first generation homebuyers of IDP units would be suitable as a strategy for meeting AFFH goals. Proponents may opt for both a first-time and first-generation preference for market-rate units or one of the preferences. Proponents selecting this option should: (1) indicate which preference(s) will apply; (2) provide the number of units the preference will apply to; (3) indicate what if any agencies or organizations are anticipated to be partners and the scope of the partnership; (4) describe or provide a copy of the marketing and tenant selection policies that are required as part of this Intervention Option.

**Allow last month's rent and security deposit to be paid in installments for an agreed upon percentage of units or by renters up to a certain income level:**

Proponents may select this Intervention Option for both market-rate and IDP units. Proponents selecting this option should specify if they are agreeing to allow installment payments for a portion or units or for particular tenants up to a certain AMI ceiling or both. Proponent should describe or provide a copy of the policies and/or lease clauses that describe how last month's rent and/or security deposits are collected-including a payment schedule-and who is eligible to pay in installments and how eligibility will be determined.

**Agree to follow best practices related to the use of CORI, eviction, and credit records in the tenant screening and selection process:**

Proponents selecting this option will be required to adopt best practices for tenant screening and selection that reduce barriers that tenants-particularly members of protected classes-face in accessing housing. IDP units are subject the [Boston Fair Chance Tenant Selection Policy](#), which is a set of best practices, so this Intervention Option is only available for market-rate units. Proponents selecting this Intervention Option should describe the tenant screening and section policies including specifically how CORI, evictions, credit records, and other elements of a housing applicant's background will be used in a fair and limited way.

**Agree to follow progressive practices related to the use of CORI, eviction, and credit records in the tenant screening and selection process, and in marketing of units, for example following Fair Chance Housing guidelines, and/or waiving eviction and credit checks for affordable units and/or housing-voucher holders:**

While this is similar to the above Intervention Option on best practices which requires Proponents to adopt and follow policies and procedures of limited use of elements of a housing applicant's background to exclude the applicant from housing, this Intervention Option requires that use of an applicant's background be strictly limited to that which is absolutely necessary to determine if the tenant is going to be able to pay rent for the term of the lease, or not used at all when considering an applicant for a housing unit. Proponents may select this option for both market-rate and IDP units, but as applied to IDP units, policies and procedures must exceed the protections provided by the Boston Fair Chance Tenant Selection Policy. Proponents should describe tenant selection and screening practices to

be used or provide a copy of the policies and practices demonstrating compliance with this Intervention Option.

**Agree to best practices in marketing the market-rate units that are inclusive of and welcoming to members of protected classes:** Proponents selecting this option will develop marketing practices that are inclusive of and inviting to members of protected classes who may have previously been excluded from the target demographic(s) for market-rate rental and homeownership units. Proponents should describe the details of these practices including what makes the practices include and welcoming to members of protected classes and how inclusivity will be achieved.

**Any other option(s) that meet the stated goal:** Proponents may develop their own strategies for meeting AFFH goals, provided those strategies have measurable impacts on either mitigating Historical Exclusion and/or reducing Displacement Risk, and do not create or contribute to segregation on the basis of protected characteristics. Strategies must be capable of being monitored for compliance during an identified commitment period.

### **Supplemental Process Options**

Supplement Process Options are optional Intervention Options that a Proponent may select as an Intervention Enhancement when and Intervention Enhancement is required. Supplemental Process options must be legal and economically feasible and must clearly be linked to AFFH goals. Supplemental Process Options will be reviewed by the BIFDC as well as any relevant City departments and/or Agencies before they can be recommended and/or implemented. Below are examples of Supplement Process Options. This is not an exhaustive list or an indication that the example is economically or legally feasible to any specific Proposed Project because feasibility with respect to Supplemental Process Options must be assessed on a project by project basis.

**Establish a housing stabilization fund:** Proponents may work with the City of Boston Department of Neighborhood Development to establish and fund a local housing stabilization fund that can be accessed by the local community-including nonprofit organization serving the local community-for the purpose of stabilizing housing and/or preventing displacement in the neighborhood. Proponents interested in pursuing an option like this should contact the Department of Neighborhood Development for more information about feasibility prior to selecting this option.

**Establish and/or contribute to a neighborhood housing Acquisition Opportunity Program:** The City of Boston [Acquisition Opportunity Program](#) provides loans to investor-owners of occupied multi-family rental properties in order to keep those properties permanently affordable. Proponents interested in pursuing this option should contact the Department of Neighborhood Development about feasibility prior to selecting this option.

**Restrict the percentage of non-owner-occupied units:** Proponents may deed-restrict a certain percentage of market-rate homeownership units to require that they be owner-occupied. IDP homeownership units already have restrictions regarding owner occupancy so this is not an appropriate intervention option for IDP units.

**Provide local small business long term flexible lease options to local, small business tenants in mixed-use developments:** Proponents with Proposed Project featuring a commercial component may opt to offer small business flexible long-term lease options. Proponents selecting this option should discuss



how many commercial spaces would be offered long-term flexible leases, the length of the leases, and details on the flexible terms to be included.

**Agree to support cooperative housing units:** Under the City’s Condominium and Cooperative Ordinance, certain buildings and/or portions of buildings can be turned into cooperative housing in which tenants have both an ownership interest and a role housing governance. Proponents interested in pursuing this option should familiarize themselves with both cooperative housing structures and contact the Department of Neighborhood Development for information about feasibility prior to selecting this option.

**Any other option(s) that meet the stated goal:** Proponents may develop their own strategies for meeting AFFH goals, provided those strategies have measurable impacts on either mitigating Historical Exclusion and/or reducing Displacement Risk, and do not create or contribute to segregation on the basis of protected characteristics. Strategies must be capable of being monitored for compliance during an identified commitment period.

### **Intervention Enhancements**

Intervention Enhancements are requirements that additional Intervention Options and/or AFFH strategies be applied to three types of projects:

1. Projects in Areas of High Displacement Risk
2. Projects in Areas of High Historical Exclusion
3. Planned Development Areas

**Areas of High Displacement Risk:** these are areas that show there is a demonstrated risk of displacement at or around the Proposed Project Site that requires more than the minimum number of required Intervention Options to mitigate displacement. Proposed Projects that will directly displace tenants or occupants at the Proposed Project site are areas of High Displacement Risk. The BIFDC may determine that a Proposed Project is in an Area of High Displacement Risk after the Proponent submits the AFFH Assessment Tool and may ask the Proponent to resubmit to revise answer on the AFFH Assessment for to include an Intervention Enhancement. Proponents building in Areas of High Displacement Risk must select one of the following Intervention Enhancements:

- ***Diversity preservation Preferences for applicable projects:*** [Diversity preservation preferences](#) are available only to certain qualifying projects and certain units within those qualifying projects. Proponent should be aware of the limitation of the Diversity preservation preference before selection this enhancement.
- ***An additional Article 80 Process Option***
- ***A Supplemental Process Option***

**Areas of High Historical Exclusion:** these are areas in which members of protected classes have historically been excluded from living. Whether a Proposed Project is in an Area of High Historical Exclusion will be determined by looking at the Historical Exclusion component of the Housing and Household Composition Community Profile Report. Proponents building in Area of High Historical Exclusion must select one of the following Intervention Enhancements:

- **All IDP units should be built on site:** As mentioned above, Proponents are already encouraged to provide all or most IDP units on-site when possible encouraged to pair this Intervention Enhancement with other Article 80 Intervention Options relating to IDP.
- **An Additional Article 80 Process Option**
- **Supplemental Process Option**

**Planned Development Areas:** PDAs must select one of the following Intervention Enhancement that will apply to the entire PDA:

- **An additional Article 80 Process Option**
- **A Supplemental Process Option**

## **Boston Interagency Fair Housing Development Committee (BIFDC)**

The BIFDC is non-voting committee established by the Boston Zoning Code to review the AFFH Assessments, project proposals, and public comments, and develop a plan for ongoing monitoring of commitments and reporting requirements related to the Proponents AFFH strategy and make recommendations to the BPDA Board regarding the AFFH component(s) of Proposed Projects.

The Boston Zoning Code establishes that the BIFDC shall be comprised of one representative from each of the following:

1. Boston Housing Authority
2. Office of Fair Housing and Equity
3. Department of Neighborhood Development
4. The Mayor’s Commission for Persons with Disabilities
5. Boston Planning and Development Agency

The role of the BIFDC is to review AFFH submissions and other materials related to the Proposed Project-especially public comments solicited as part of the Article 8- review process-to determine if based on the size, scope, and impact of the Proposed Project on the surrounding community the Intervention Options and strategies for furthering AFFH goals are sufficient to meet the requirements of the AFFH provision of the Boston Zoning Code which were described in the Introduction section of this guide.

The BIFDC shall review AFFH strategies to determine if they are proportional to the size and scope of the project, as well as the magnitude of historical exclusion and potential displacement at and surrounding the Proposed Project site. The BIFDC may provide comments to and request further information from the Proponent in order to fulfill its role under the Boston Zoning Code. If the BIFDC determines a Proposed Project is not commensurate in size and scope and well as magnitude of historical exclusion and/or displacement risk then, it will suggest that the Proponent select different or additional Intervention Options as part of the overall strategy for meeting AFFH goals.

The BIFDC will also determine a plan and/or schedule for ongoing monitoring of the Proponent’s AFFH strategy including reporting requirements. All BIFDC recommendations will be incorporated into BPDA Board Memos and subsequent Housing and/or Cooperation Agreements.

**From:** [HP Boyle](#)  
**To:** [Participate](#)  
**Cc:** [Greg Foley](#); [Mark Dee](#)  
**Subject:** For public comment: P&Z Meeting 1/11/21 Item 5 (please include in meeting minutes)  
**Date:** Monday, January 10, 2022 2:56:54 PM

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P&Z Commissioners,

Thank you for starting a process to assess how hotels impact Ketchum.

As you think through this important issue, the most important consideration for every City policy and action should be:

**how does this improve the quality of life for the residents of Ketchum?**

I haven't once seen that question ever addressed in a staff memo to the Commission, and I believe that many of the problems facing our community have resulted from City officials and administrators not asking themselves that question often enough.

From that lens, it is clear that a large chain hotel in Ketchum will make life worse for the people who live here.

- **We don't have the labor** here as we know from the business curtailments—it will have to be taken from other employers or imported from outside our region.
- **We don't have the housing** for the workers even if they can be found. Bringing more low-wage workers into Ketchum just makes the housing situation worse for the people who already live and work here.
- If they come with families, or intend to have families, **we currently don't have the school capacity**. Not at the pre-school level and not at the grammar school level—our kids go to school in trailers, or are bused to Hailey. Let's absorb the current school population before making it worse.

Examining hotels' impact on housing is an important consideration in the quality of life assessment, but it is just one part of the puzzle. Sustainability, labor shortage impact, impact on existing businesses, parking and traffic impact, and impact on the character of Ketchum all factor in. A sole focus on hotel impact misses the big picture. The massive growth in full-time and part-time residents needs to be factored in when assessing Ketchum's tourism "capacity."

**In short, given that we are largely a one industry city, the City should develop a current and projected tourism capacity model for Ketchum.**

*Commission Should Control the Staff (not the other way around)*

Unfortunately, the staff memo does not provide the Commission with the information you need to make such an assessment, even if just limited to the housing impact.

- The Downtown and Gateway plans are outdated and irrelevant. They were superseded by the Comprehensive Plan eight years ago, and even that plan no longer reflects the reality we live in (it is due for a revision in 2024).
- pretty much every number in the staff memo is either long out of date, misleading, or incomplete. While Ketchum may have lost hotel rooms, it has likely gained far more short-term beds via Airbnb/VRBO.



For example, there is no data on the hotel and STR workforce in the staff memo. That workforce is largely interchangeable, How many workers at what kind of jobs paying what kind of wages, visa vs full time vs part time, etc., and where do service industry workers live? What are occupancy rates for hotels and STRs, and the trends in room rates. How do people arrive (plane vs car?). What is car rental demand at SUN. It would behoove the City to solicit that information before deciding to permit more hotels (or STRs).

Rather than letting the staff decide what information they want to share with the Commission, it might make sense for the Commission to demand from its staff what the Commission needs to make good decisions.

#### *Make a Mistake on a Hotel, And its Impact is Large and Durable*

One benefit to STRs is that the units of capacity are small, and fluid. At different times in an economic cycle, STR condos can go back into the LTR market, or can go into the second home market. Such is not the case with hotels—they don't have kitchens and don't have adequate parking. They come in big chunks, so policy mistakes have a much greater impact on the character and economics of the community.

Has the City done an assessment of its hotel situation? Is the Commission aware that the Aspen-based owner of Hotel Ketchum/Tamarack is looking to sell the Tamarack for its development rights? What about the aging Best Western Tyrolean, or the decrepit Hot Water Inn? What plans do their owners have? Is it better for the quality of life of Ketchum residents to have those properties redeveloped, or to have new, de novo hotels, built to chain hotel standards and run by a Utah-based chain hotel operator, who is interested only in profit and has no skin in the community?

#### *Lack of Workforce Data*

I have yet to see any data from the City, SVBR, SVED or any other source that answers a critical question: how many service industry workers do we need at various hotel/STR capacity levels? The natural follow on question: where will they live? These are numbers that can be modeled. Without that information, we are shooting in the dark on any City Planning decision making.

#### *Availability of Housing Contributes to Worker Shortage*

Looking narrowly at housing, given that there is no unemployment in Ketchum and a regular parade of cars coming up 75 every morning, along with the complaints of local business owners the they can't find workers, and the curtailed hours of service, clearly we have a service industry labor shortage. Even high margin operations like Round House and Trail Creek are closed for dinners for the rest of the year due to labor shortages.

Unlike many resort communities in Colorado, we have a relatively fixed labor market, While Hailey/Bellevue provide some supply (with some unknown additional labor supply from future down valley), they are both housing constrained, as well. We have no Carbondale/Basalt/Grand Junction or Avon/Edwards to mitigate the housing crisis that limits our supply of low-wage labor.

#### *Tax Credit Housing Does Not Fix Resort Town Worker Shortages*

Aspen has 3000 units of community housing. Yet it still has such an acute labor shortage that it has put a moratorium on all development. Unlike Vail, Aspen does not require tenants to work in the community. Consequently, the average age in its community housing is over 50.

It is largely senior housing, not workforce housing—that approach does not address housing driven worker shortages. Ketchum has embarked on a similar path; with its reliance on tax-credit financed low-income housing, the City is not going to solve its workforce housing challenge with Bluebird. An examination of how the tenantry of Northwood Place has evolved provides some hint of Bluebird’s future.

*How can we help employers solve their labor shortage problem with housing?*

What is happening now in Aspen is that major employers, like Aspen Ski Co., are giving up on government housing programs, and working to provide their own workforce housing. Sun Valley Co has largely done this for almost 100 years. Now the Limelight is following its owner’s model and acquiring its own workforce housing, as is St Luke’s, while BCSD is pursuing its own avenues. Employers can move faster than government and, un-hampered by the same level of red-tape, can craft more effective solutions. The Meadow’s tiny houses are here today, are restricted to workers, and cost a fraction of the City’s sole initiative. What is Ketchum doing to work with employers on these issues?

*Who Controls Ketchum’s Future?*

Personally, I am not against change, development or growth. Those are inevitable. The choice that faces the Commission is who controls these things? You? Or people from outside our community with the money and resources to take advantage of what we have to offer, but take out more than they put in? As the Commission deals with development, if you ask yourselves “does this improve the quality of life for Ketchum residents” you will take back a large amount of that control.

Thank you for your service to our community,

Perry Boyle  
Ketchum