



Planning and Zoning Commission - Special Meeting AGENDA

Tuesday, May 25, 2021 at 4:30 PM
Ketchum City Hall
480 East Avenue North, Ketchum, ID 83340

In recognition of the Coronavirus (COVID-19), members of the public may observe the meeting live on the City's website at ketchumidaho.org/meetings.

If you would like to comment on the agenda item, please submit your comment to participate@ketchumidaho.org by noon the day of the meeting.

Comments will be provided to the Planning and Zoning Commission.

If you would like to phone in and provide comment on the agenda item, please find the instructions, phone number, and meeting identification on the following page of this agenda. You will be called upon for comment during that agenda item.

If you would like to provide comment on the agenda item in person, you may speak to the Commission when called upon but must leave the room after speaking and observe the meeting outside City Hall.

CALL TO ORDER

COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE

CONSENT CALENDAR — ACTION ITEMS

1. Minutes of March 30, 2021
2. Minutes of May 11, 2021

PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF – ACTION ITEMS

3. ACTION ITEM: Recommendation to consider and approve Conditional Use Permit P21-030 for Reinheimer Ranch Field Daze located at 12749 Highway 75.
4. ACTION ITEM: Recommendation to consider and approve Conditional Use Permit P21-029 for Pioneer Pickleball Club located in the Light Industrial District (LI-2) to reduce their parking requirement through shared parking.
5. ACTION ITEM: Discussion and potential action on the location of the Idaho Power equipment proposed for Westcliff Townhomes located at 106 Rember Street.

STAFF REPORTS & CITY COUNCIL MEETING UPDATE

ADJOURNMENT

PUBLIC CALL-IN INFORMATION

You may listen to the meeting through your phone or watch and listen by live streaming. If you would like to provide public comment on the agenda item, please following these instructions.

1. Dial the number below and provide the meeting ID. You may only provide comment by phone.
2. Mute your phone until the last four digits of your phone number are called out by staff.
3. **When your phone number is identified to testify, mute the sound on your computer or other device that is live streaming the meeting. Press *6 to unmute your phone to speak.**
4. Provide your testimony on your phone and respond to any questions on your phone. You can hear the meeting through your phone.
5. When your testimony is complete, hang up the phone. You can continue watching the meeting through live streaming.

You will be muted until you are called upon to testify,
please do not unmute your phone until you are asked to testify.

The public has 3 minutes to provide testimony to the
Planning and Zoning Commission.

Please keep your comments to 3 minutes.

May 25, 2021

Public Call-In Number: 1-253-215-8782

Meeting ID: 915 9875 6901

Any person needing special accommodations to participate in the meeting should contact the City Clerk's Office as soon as reasonably possible at 726-3841. All times indicated are estimated times, and items may be heard earlier or later than indicated on the agenda.



Planning and Zoning Special Meeting MINUTES

Tuesday, March 30, 2021 at 4:30 PM
Ketchum City Hall
480 East Avenue North, Ketchum, ID 83340

CALL TO ORDER

The meeting was called to order at 4:33 PM.

PRESENT

Chairman Neil Morrow
Vice-Chairman Mattie Mead
Commissioner Tim Carter
Commissioner Jennifer Cosgrove
Commissioner Brenda Moczygemba

COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE

All Commissioners reported they had driven past the 255 Hillside Dr site.

CONSENT CALENDAR — ACTION ITEMS

1. Minutes of March 9, 2021

Motion to approve the Minutes of March 9, 2021

Motion made by Vice-Chairman Mead, Seconded by Commissioner Moczygemba.

Voting Yea: Chairman Morrow, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba

2. Recommendation to approve Findings of Fact and Conclusions of Law for 128 Saddle Road Design Review and Preliminary Plat with Phasing Agreement
Staff recommends approval.

Motion to approve the Findings of Fact and Conclusion of Law for 128 Saddle Road Design Review and Preliminary Plat

Motion made by Commissioner Carter, Seconded by Commissioner Moczygemba.

Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba

PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF – ACTION ITEMS

3. ACTION ITEM: Amendment to P18-131 - Swan Streambank Alteration: 401 Northwood Way (Lot 12, Chateau of Northwood), owned by Bob and Sandra Swan, and adjacent riverbed (Ketchum FR NWSE TL 7801 SEC 12 4N 17E River Bed) owned by the City of Ketchum. The Commission will consider a proposed amendment to Floodplain Development / Stream Alteration permit P18-131, the Swan Stream Alteration/Bank Stabilization Floodplain Development and Waterways Design Review Permit. *Continued from March 9, 2021, March 23, 2021.*

Director Frick introduced the Swan Streambank Alteration Amendment. Staff recommended denial since this amendment impacts the upstream property.

Applicant Sandra Swan named 5 options for the Commission:

1. Take no action.
2. Redesign plan to mitigate risks.
3. Negotiate with the neighbor on demands for view corridor unrelated to the river.
4. One comprehensive plan covering all parties involved.
5. Approve the Amended Permit Application.

She thought #5 was the only option.

Commissioner Cosgrove asked the Swans about their expectations when they purchased the property. They understood the responsibility of the riverfront when they purchased the property. Swan noted she was entitled to protect her property and she had improved the river from when it was purchased.

Evan Robertson, attorney for applicants, read from 17.88.020 Purpose of Purpose from the Floodplain Management Overlay Zoning District to enhance his argument for the approval of the application amendment.

Chair Morrow opened the floor to Public Comment.

Nick Miller, Trout Unlimited, thanked Staff for their actions. He provided a River Atlas with details of the Bigwood River. He felt this was a severe change to the river and a holistic approach was a better way to open the East Channel. Trout Unlimited was willing to fund a study to find a solution.

Stephanie Connan, Red Fox Resident, felt there was no impact to the Rusack property and approved of the original plan. She felt the Rusack request for view rights was unreasonable. She urged adoption of the original plan.

Jennifer Zung, Harmony Design, thought by moving the change in grade downstream would move the change in velocity to the Swan property and not propagate to the Rusack property.

Jim Laski, Attorney for Donald and Sandy White on Park Circle, objected to the use of the East Channel as a floodplain overflow. Questioned if the channel were year-round, their property would then be in the riparian zone.

John Ashton, Trout Unlimited, urged looking at the project holistically. He cited the Cardeneou (?) Plan which made recommendations for improvement to the river. He urged improvements without harming the river.

Geoff Rusack, upstream neighbor, related he had agreed to the changes to his property to protect the Swan property and the Swans had agreed to a view corridor.

Allison Rusack upstream neighbor, urged denial of the amendment to the Swan application.

Being no further comments, Public Comment was closed.

Chuck Brockway responded for the applicant. He spoke to the removal of gravel and that there would be no change to the East Channel. He didn't feel now was the time to start with a reach-wide project as suggested by TU. He stressed the project did not contain rip-rap, only toe-rock. Sandra Swan responded the Rusacks were withholding agreement of the Amendment in exchange for view rights. Robert Swan urged approval of the Amended application.

Commissioner Carter felt sympathetic towards the Swans for the complex situation and thought a holistic study would be too time-consuming at this time. He asked the City to begin a process for future protection of the River. He was inclined to deny the amendment.

Commissioner Cosgrove stated she could not approve an application that would put another property in jeopardy. She urged the re-institution of the Riparian Committee. She agreed with Commissioner Carter to deny this application.

Vice-Chair Mead stated he could not approve if another property was put in jeopardy.

Chair Morrow agreed. He felt he could not approve the amendment with the jeopardy to the upstream property.

Director Frick stated other options could be presented without resulting in upstream damage.

Commissioner Moczygemba agreed with the other Commissioners. She thought the likelihood of an agreement was slim.

Chair Morrow questioned if the unauthorized removal of vegetation from the Swan property in 2016 contributed to the current problem. He could not approve a project putting the City in jeopardy. He urged a holistic approach. He asked if a home was destroyed in a flood, could it be rebuilt in the same area?

Director Frick indicated in the event of a flood, only a structure can be protected, not a yard or landscaping. When a building permit was issued for a remodel, it specifically stated no work in the riparian, which was done anyway. A Building Permit was issued for a remodel with specific conditions prohibiting any work in the floodplain or riparian. However, landscaping was removed from the floodplain and the riparian. It was agreed to restore the riparian area. That work was then superseded by the existing Streambank Alteration Permit application.

Commissioner Carter wanted to see a future planning process to address river-wide issues. He thought the TU approach was a good first step.

Motion to deny the Amendment to the Swan Streambank Alteration Permit P18-131.

Motion made by Commissioner Carter, Seconded by Commissioner Cosgrove.

Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba

Motion to request all interested parties work together to find a comprehensive solution.

Motion made by Commissioner Carter, Seconded by Vice-Chairman Mead.

Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter

Voting Nay: Commissioner Cosgrove, Commissioner Moczygemba

4. ACTION ITEM: Deep Powder Townhomes Design Review and Townhouse Subdivision Preliminary Plat: 255 Hillside Drive (Warm Springs Subdivision #5: Block 2: Lot 33) The Commission will consider Mountain Overlay Design Review and Townhouse Subdivision Preliminary Plat applications for a new two-unit detached townhome development located within the City's General Residential Low Density (GR-L) Zone and the Mountain Overlay and Avalanche Zone.
Continued from March 23, 2021.

Commisisoner Carter Recused himself from this item.

Director Frick gave the background for the project.

Commisisoner Moczygemba asked about the former code on setbacks.

Commissioner Cosgrove addressed the neighboring homeowners' objections to the development. She asked if the current owners knew it could be developed?

Director Frick noted the procedure for making changes to the zoning code.

Chair Morrow noted a property owner is allowed to build to the current code.

Commissioner Cosgrove asked about grandfathering the current buildings. Director Frick noted this is a townhouse development in a mixed neighborhood.

Chair Morrow opened the floor to public comment:

Karen Little, neighbor, asked about snow sliding from the metal roof to the neighbor's driveway. Applicant Joe Marx replied the 4 eaves have snow retention and are designed to keep the snow on the roof.

Leslie Finney, neighbor at 251 Hillside Dr., felt the new construction would greatly impact their property and wanted to discuss options with the developer. She wanted the building to be smaller, moved away from her property, and with more undulation. Joe Marx revealed there had been discussions with the neighbors, including an offer to buy the lot, but those discussions were not fruitful.

Marty Kaplan, neighbor, asked about zoning change and setbacks. He knew the property would be developed but wanted to see changes to the design to allow light and air to the neighboring properties.

Ron Stradiotto, 256 Hillside Dr., spoke to the setbacks, the shade patterns on the project, and suggested position changes. Joe Marx gave the setbacks for the proposed structures and described how the Eastern unit would have Eastern sun in the winter.

(No name given) asked about snow storage/removal, and way concerned about the new building looking into his yard. Marx explained snow storage on the lot was indicated on the plans and excessive snow would be removed from the site. The East unit has landscaping to shield the backyard.

Being no further comments, Public Comment was closed.

Vice-Chair Mead liked the exterior materials and the simplicity of the design.

Commissioner Moczygemba also liked the exterior materials for the modern aesthetic of the structure. She thought moving the building back would increase the hardscape of the front and the greenery of the rear.

Commissioner Cosgrove questioned the metal roof and snow stops.

Vice-Chair Mead brought up the Avalanche Zone and suggested an engineer review the project for snow conditions. He thought the buildings were aesthetically pleasing.

Motion to approve the Deep Powder Town Homes Mountain Overlay Design Review subject to Conditions 1-9 with the added Condition of Approval of memo of snow retention on the roofs and adopt the Findings of Fact and Conclusions of Law and recommend the approval of the Subdivision Preliminary Plat subject to the Conditions of Approval 1-7 and adopt the Findings of Fact and Conclusions of Law.

Motion made by Vice-Chairman Mead, Seconded by Commissioner Moczygemba.

Voting Yea: Chairman Morrow, Vice-Chairman Mead, , Commissioner Cosgrove, Commissioner Moczygemba

Commissioner Carter recused.

STAFF REPORTS & CITY COUNCIL MEETING UPDATE

Warm Springs Ranch is going to City Council for review
An Appeal on the 4th and Main denial has been received.

The next Planning and Zoning meeting will be April 27th.
The Warm Springs Rand Streambank Alteration will be heard at that meeting.

The PEG hotel is preparing an application for Design Review.

The Bariteau Hotel project is deemed withdrawn. The City is currently working to call the bond for site restoration. The 1st and 4th St. project will go before City Council for proof of financing.

ADJOURNMENT

Motion to adjourn at 7:06 PM

Motion made by Vice-Chairman Mead, Seconded by Commissioner Moczygemba.

Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba

Chairman Neil Morrow



Planning and Zoning Commission Meeting - Regular MINUTES

Tuesday, May 11, 2021 at 4:30 PM
Ketchum City Hall
480 East Avenue North, Ketchum, ID 83340

CALL TO ORDER

The meeting was called to order at 4:30 PM by Chair Neil Morrow.

PRESENT

Chairman Neil Morrow
Vice-Chairman Mattie Mead
Commissioner Tim Carter
Commissioner Jennifer Cosgrove
Commissioner Brenda Moczygemba

COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE

Vice-Chair Mead noted he has made a point of not speaking to acquaintances about this project. Commissioner Moczygemba disclosed she worked for Michael Doty about 2 years ago.

CONSENT CALENDAR—ACTION ITEMS

1. Minutes of April 27, 2021

Motion to approve the Minutes of April 27, 2021.

Motion made by Commissioner Moczygemba, Seconded by Commissioner Cosgrove.

Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba

COMMUNICATIONS FROM STAFF – ACTION ITEMS

2. Bluebird Village Community Housing Project, P 21-027 Pre-Design Review

The project is proposed at 480 East Avenue. The project consists of two buildings providing 56 units of community housing within 60,038 square feet. A total of 49 parking space are proposed for the project.

The Planning and Zoning Commission will take public comment and discuss with the applicant the proposed design.

Director Frick introduced the project. Public Comment received up until noon today was sent to the Commissioners and posted to the Ketchum website.

Applicant Greg Dunfield presented an overview of the history of the funding for this project and the location for the Bluebird Village. Changes were made to the design after Community input was received. The amenities preferred by tenants were full size washer/dryers, storage areas with shelving, bike storage and chargers, and decks. Income levels and rents were discussed. The combination of tax credits, land-lease and long-term ownership were presented.

Michael Doty, Architect for Bluebird, presented the aspects of the location. He compared heights of surrounding buildings, slope of the site, landscaping, fourth floor setbacks, ground floor retail, floor plans, exterior materials and elevations, and stairs.

Chair Morrow opened the floor to Public Comment.

Sarah Michael, spoke in support of the project, citing the FAR, the mix of exterior materials, and the location.

Dr Nancy Perry, neighbor and retired doctor, spoke to her office as being named a Heritage structure. She wanted to keep Ketchum the way it is.

Susan Passovoy, resident, thought we needed the project, but it should meet all aspects of the Code including the design. She asked for a materials board for the Public and a scale model. She suggested 3-D cad drawings be put online for public viewing. She asked for reduced mass.

Gary Hoffman spoke against the negative public reactions. He spoke to the criticism of his affordable housing. He supported the project.

Liz Keegan, resident, noted the exterior materials and design and thought parking was a non-issue. She supported the project.

Chris Gilarowski, resident of Northwood, supported the housing and the design. He liked the solar and the bike chargers.

Sue Dumke, adjacent neighbor, objected to the lack of setbacks, noise, safety of her building, and the preservation of a heritage tree.

Gwen Raney, spoke to the exterior materials (brick) as not being traditional.

Susan Scovell, resident and former PZ Commissioner, spoke to the desirability of the materials. She liked the windows and light. She supported the design.

Bruce Johnson, resident and economist, objected to a City housing project. He supported housing vouchers instead.

Russ Train, resident, thought all incomes should be able to rent at Bluebird. He noted restaurants are closing for lack of help and people are losing their housing. He supported the design of the project.

Reid Stillman noted there are many homeless residents due to a lack of housing. He asked how the City will provide housing now. He supported the project.

Meredith Richardson, resident, spoke in support of the project. She liked the architecture and parking. She noted the number of people needing housing and supported the project.

Nancie Tatum, resident, wanted realistic housing solutions. She expressed concerns over the lack of setbacks and the facade design. She recommended limiting it to a 3-story building. She thought the gym was unnecessary.

Spencer Cordavano , resident, supported the project. Liked the design and suggested all parking on the first floor. Asked if pets would be allowed. He liked the storage.

Stephanie Zable, resident, objected to the design of the building without setbacks and the possibility of too many pets. Thought there would be noise from the animals, animal waste, and possible dog attacks on pedestrians. She questioned icicles forming on the building as being a public safety issue.

Perry Boyle, resident, was currently working on a low-rent project for Ketchum. He thought this project was too big for the site and should be in another zone.

Susan Martin, owns a home at Walnut and 5th, was concerned with a large building complex in the downtown. She thought it incompatible and out of character.

Celia Renga, 3rd generation Ketchum-ite, thought it was the people that give Ketchum character and not buildings. She lost her apartment at the Ketch Building and supported the project. The working professionals in Ketchum need housing.

Linda Badell, resident, objected to dumping all housing in one location. She didn't want to see housing in the City Core.

Rick Osborne, resident, thought it was too big and in the wrong location.

David Herd, supported the housing but was against Bluebird. He thought City Offices should stay where they are and the project would change the character of the town. He objected to the tandem parking.

Rebecca Bundy, planner, supported the project, liked the facade, and the amenities. She liked the architecture and thought it fit in this eclectic town and it was the perfect location. Downtown is where height is allowed, and setbacks are not required.

Sally Onetto, resident, all support affordable housing. Safety issues include some units do not have access to the elevator. Elevator must be larger. She objected to no air conditioning and thought icicles may be a problem.

Annie Cantrell, teacher, related that housing is the main topic on media message boards. She emphasized the importance of the people to the Community who would be the renters of these apartments. Noted the people with comfy homes are objecting to the project. She feared the loss of community and was in support of the project.

Tim Eagan, former Chair of BCHA and KURA member, stated those agencies tried for 10 years to create Affordable Housing but a lack of political will produced no results. He noted that you can never please everyone and that the need for affordable housing in the Community is overwhelming. No housing was built in the past due to political pressures and now is the time to “take the shots”.

Beverly Dechevrieux, property owner, opposed the project and disliked the blue panels. She objected to the possibilities the balconies would be used for personal storage. Wanted to know about maintenance of the building.

Aaron Dechevrieux, noted his adjacent renters would be affected by the project. We need housing but not here.

Paddy McIlvoy, co-owner of Backwoods Mountain Sports, in favor of the project. He noted we need this project and 10 more like it. This is about people and not buildings. If services are not available, you will not want to live here.

John Melin, owner Ketchum Kitchens, objected to lack of parking as it affects businesses. He thought the parking study was inaccurate.

Rachelle DeLong, 580 5th St, was in support of work force housing but not at this location. Thought it was not the appropriate place. Felt parking would affect them, with the lack of setbacks and objected to the removal of trees. She objected to the building blocking the view and sunlight. She objected to balconies facing their property. She objected to the mass of the building.

Being no further comment, Public Comment was closed.

Vice-Chair Mead asked the applicant for more information on safety measures. He asked for information on how this was different from the Ketch Buildings. Michael Doty addressed the elevator comments and said it could be enlarged. He noted there were 2 ways of egress on each floor. The flat roof does not support icicles and the decks are drip through.

Commissioner Moczygemba asked about windows for bedrooms. Doty noted they are for exiting, light and fresh air. Exterior windows are not required for egress. They discussed the Building Code requirements and structural requirements.

There was a discussion of Community Housing and the Ketch Building. The Title Report specifies that this is a totally Affordable Housing building for 40 years. Should the use change, the City can take the property back. KCDC owns the property.

Commissioner Cosgrove asked about the outreach at Northwood Place. Dunfield spoke to the feedback from the Northwood residents on what works and what doesn't. The granting of the tax credit made the project feasible. The public was asked to vote on 3 designs before the package was brought to the PZ.

Commissioner Cosgrove thought there was a disconnect between the various materials. Doty noted the materials were muted earth tones, low maintenance, and inter-related as defined by the uses and varied textures. The brick is historic but on a different scale. The wood is on the shady side and the metal is used quite frequently around town. The blue is an accent at the end of the corridors. There was a discussion of exterior materials and undulation.

Commissioner Moczygemba did not like the materials on 5th Street. There was a discussion of alternatives.

Commissioner Carter asked about the 4th Floor and the setbacks.

There was an attempt to maximize the number of units on the property. There was a discussion of the Text Amendment being developed that concerns setbacks and a fourth floor.

Chair Morrow commented on the location of the power box and the height of the building in comparison to the existing trees. He noted that the essential personnel of Ketchum would qualify for this housing and the subject of a Ketchum preference policy. He asked about a materials board for public viewing. Dunfield noted that pets would be permitted with a deposit, that the alley configuration would be to code for emergency services, assigned parking spaces would be allotted per unit.

Vice-Chair Mead liked the differentiation and thought it was a great design. He wanted to preserve the number of units. He liked the refined design.

There was a discussion of the South wall and how to soften it. They discussed how this building might co-ordinate with the Historic structures in town and the transition into smaller buildings. They discussed the mass of the building and the number of dwelling units. They determined the need for the Parking/Traffic Study to be explained to the Public and compared to the current parking area downtown.

Motion to approve Pre-Design Review for the Bluebird Village Community Housing Project and proceed to full Design Review.

Motion made by Vice-Chairman Mead, Seconded by Commissioner Carter.

Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba

STAFF REPORTS & CITY COUNCIL MEETING UPDATE

At the City Council Meeting on May 17th:

Westcliff Town Homes Preliminary Plat and Phasing Agreement

At the Planning and Zoning Commission Meeting on May 25th:

Reinheimer Ranch Field Daze Conditional Use Permit

Pioneer Pickleball Club Conditional Use Permit in the LI.

Chair Morrow asked for a check on affordable units being sublet.

ADJOURNMENT

Motion to adjourn at 8:30 PM.

Motion made by Chairman Morrow, Seconded by Commissioner Cosgrove.

Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba

Neil Morrow - Chairman



City of Ketchum
Planning & Building

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
REGULAR MEETING OF TUESDAY, MAY 25, 2021

PROJECT: Field Daze, Reinheimer Ranch Special Event CUP

FILE NUMBER: P21-030

ASSOCIATED PERMITS: None

OWNER: Cathy Reinheimer

APPLICANT: Cathy Reinheimer

REQUEST: Conditional Use Permit (CUP) to Permit a Semi-Public Use (Field Daze Special Event) to Occur on AF Zoned (Agricultural and Forestry) in Ketchum.

LOCATION: 12749 Highway 75, Ketchum Idaho, Reinheimer Ranch.

ZONING: Agricultural and Forestry (AF)

NOTICE: Notice was mailed to property owners within a 300-foot radius and was published in the Idaho Mountain Express on May 5, 2021. Notice was posted at the subject location on May 18, 2021.

ATTACHMENTS: A. Application
B. Proposed Events
C. Site Plan

BACKGROUND AND SUMMARY

Cathy Reinheimer is requesting to use a site zoned Agricultural and Forestry (AF), as a venue for the Field Daze special events during the summer. The property is located in south Ketchum on the east side of the highway (see Figure 1). The land was used temporarily for special events last year in light of COVID restrictions on indoor events. In order to continue using the site for events, a conditional use permit is required because the site is zoned for agricultural and forestry uses. Semi-public uses, defined as a structure or use partially, but not entirely, open to the use of the public, such as a private school, church, lodge, club, library, hospital, or a nonprofit organization may be permitted to operate in the AF zoning district subject to the approval of conditional use permit.



Figure 1

The request consists of the following:

- Events will take place within the Reinheimer private property north of the family house.
- Eight separate multi-day events will occur beginning June 28, 2021 and ending September 13, 2021. The events are outlined in Attachment B.
- Evening event hours will be from 6:00 PM to 9:30 PM.
- Expected audience size will be 125 per event and the maximum will be capped at 150.
- Tickets will be sold for each event.
- Parking for the events will take place on the property. Access is off SR75 through a 35-foot driveway to access 80 parking spaces.
- Events will consist of performances and food trucks.

ANALYSIS

The proposed request facilitates events and community engagement in an outdoor environment. Similar events occurred last year with minimal impact to the surrounding area. The proposed site can accommodate the parking, event support (stage, restrooms, seating) and is a suitable location for the proposed use.

The request is for the summer of 2021. While the application is for one summer, should the Commission support the request, staff recommends the term of the CUP be valid for one year and renewable subject to the approval of the Planning and Zoning Commission.

The following provides the analysis of compliance with the conditional use permit standards.

Table 1. Comprehensive Plan Analysis

<p>Land Use Category: Open Space, Parks and Recreation</p> <p>PRIMARY USES <i>Public and private open space, trails, parks, and golf courses are appropriate. Floodplain, gardens/agriculture, and natural lands dominate these areas.</i></p> <p>SECONDARY USES <i>Some public utilities or facilities may be appropriate.</i></p> <p>CHARACTERISTICS AND LOCATION The characteristics and location vary, depending on the type of active or passive use.</p>
<p>Policy OS-1.2 <i>Diversity of Needs/Uses.</i> <i>Provide recreational facilities and programs to meet the needs of different segments of the population, foster tourism and optimize the use of public land and parks for multiple uses, including community gardens and food production.</i></p> <p>Opening the site for limited events during the summer contributes to the diversity of activities and optimizes the use of the site.</p>
<p>Policy OS-1.5 Public Gathering Spaces <i>Promote the development of public gathering spaces throughout the City as part of the public and private development</i></p> <p>The request is to create a public gatherings space to facilitate local special events.</p>
<p>Policy OS-1.8 Promote Access to Private Facilities <i>Promote public access to private recreational facilities; pursue partnerships with private recreational providers who will guarantee public access.</i></p> <p>The request is to utilize private property, typically closed to the public, for public events during the summer. The site will be open for public use.</p>

Table 2. Conditional Use Permit Requirements

Conditional Use Requirements				
EVALUATION STANDARDS: 17.116.030 and § 67-6512 of Idaho Code				
A conditional use permit shall be granted by the commission only if the applicant demonstrates the following:				
Compliance and Analysis				
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.116.030(A)	The characteristics of the conditional use will not be unreasonably incompatible with the types of uses permitted in the applicable zoning district.
			<i>Staff Comments</i>	The site is zoned as Agricultural/Forestry and is used as a pasture. The proposed activities will be for a limited time during the summer and are not incompatible with the uses in the zoning district.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.116.030(B)	The conditional use will not materially endanger the health, safety, and welfare of the community.
			<i>Staff Comments</i>	The proposed conditional use will not materially endanger the health, safety, and welfare of the community. The site can accommodate the parking and all activities associated with the proposed events. As designed, the site will be self-contained, and no overflow or impacts are anticipated to occur. The uses are low-impact and do not require use of any components or materials that will eliminate noxious or harmful fumes, byproducts, etc.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.116.030(C)	The conditional use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood.
			<i>Staff Comments</i>	Traffic circulation: As proposed, vehicles associated with the events will turn into and out of the site via a 35-foot-wide driveway off of SR75. There is sufficient capacity on the site to accommodate parking for the events. SR75 is designed to carry the traffic volume and capacity generated by the proposed events. There should be no parking or traffic impacts resulting from the proposed events. Parking capacity on the site will accommodate 80 vehicles. The maximum attendance for each event is capped at 150 persons. Assuming 90% of the attendees will arrive together in one vehicle, or 135 people in 67 vehicles, and 15 people arriving in single occupant vehicle, the peak demand for parking is 82 parking spaces. 80 parking spaces are provided on site to accommodate the peak period parking.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.116.030(D)	The conditional use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area or conditions can be established to mitigate adverse impacts.
			<i>Staff Comments</i>	<i>The proposed location is adequately served by a major highway (SR75) and the city's fire, police, and utility services.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.116.030(E)	The conditional use is not in conflict with the policies of the Comprehensive Plan or the basic purposes of this section.
			<i>Staff Comments</i>	<i>As described in Table 1 of this staff report this table, the conditional use aligns with, rather than conflicts with, the policies of the Comprehensive Plan and the basic purposes of this section.</i>

The Planning and Zoning Commission may attach additional conditions to the application approval as it determines necessary in order to ensure the residential use is compatible with the vicinity and adjoining uses, mitigate adverse impacts, and enhance public health, safety, and welfare. Such conditions may include but are not limited to (KMC §17.116.050):

- A. Minimizing adverse impact on other development;
- B. Controlling the sequence and timing of development;
- C. Controlling the duration of development;
- D. Assuring that development is maintained properly;
- E. Designating the exact location and nature of development;
- F. Requiring the provision for on site or off-site public facilities or services;
- G. Requiring more restrictive standards than those generally required in an ordinance; and
- H. Requiring mitigation of effects of the proposed development upon service delivery by any political subdivision, including school districts, providing services within the city.

STAFF RECOMMENDATION

Staff recommends approval of the conditional use permit as conditioned and with any additional conditions deemed necessary by the Commission.

RECOMMENDED MOTION

"I MOVE to approve the Conditional Use Permit P21-030 for Field Daze Special Events with conditions 1-7 and any other conditions determined necessary by the Commission and to direct staff to prepare the Findings of Fact, Conclusions of Law, and Decision for review and approval at the next meeting."

RECOMMENDED CONDITIONS

- 1.** The Conditional Use Permit is applicable to the 12749 Highway 75 site as identified on the site plan attached hereto is not transferrable to another property or individual.
- 2.** The CUP only authorizes the eight events that are identified in the attached narrative.
- 3.** Events shall only occur between the period of June 28, through September 13, 2021.
- 4.** All events shall end by 9:30 PM. No lights, sound, or other event activities shall occur past 9:30 PM. Lights for the parking area may continue past 9:30 PM and be turned off by 10:30 PM.
- 5.** Staff shall make periodic inspections of the activities to ensure conditions of approval are being met.
- 6.** The Commission shall have the discretion to hold a new public hearing to evaluate or revoke this Conditional Use Permit if violations of the conditions occur.
- 7.** This Conditional Use Permit is valid for one year from the date of approval of the findings of fact and conditions of approval. The Permit may be extended beyond one year subject to a request from the applicant and a public hearing by the Planning and Zoning Commission.

ATTACHMENTS

- A. Application
- B. Proposed Events
- C. Site Plan



City of Ketchum
Planning & Building

CERTIFIED COMPLETE
4-30-21
M

OFFICIAL USE ONLY	
File Number:	P21-030
Date Received:	4-15-21
By:	M
Fee Paid:	1100 ⁰⁰
Approved Date:	
Denied Date:	
By:	

Conditional Use Permit Application

Submit completed application and payment to the Planning and Building Department, PO Box 2315, Ketchum, ID 83340 or hand deliver to Ketchum City Hall, 480 East Ave. N., Ketchum. If you have questions, please contact the Planning and Building Department at (208) 726-7801. To view the Development Standards, visit the City website at: www.ketchumidaho.org and click on Municipal Code.

OWNER INFORMATION	
Project Name: Field Daze	
Name of Owner of Record: Cathy Reinheimer	
Physical Address: 12749 Highway 75, Ketchum, ID 83340	
Property Legal Description: Privately Owned Ranch, see attached Deed of Record	
Property Zoning District: AF	
Contact Phone: 208.720.3135	Contact Email: lulureinlab@gmail.com, lilaclaghorn@gmail.com
PROJECT INFORMATION	
Description of Proposed Conditional Use: <small>Various charitable public use entertainment (skits, childrens game day & classical music etc) featuring local companies/people on June 30th - September 11th.</small>	
Description of Proposed and Existing Exterior Lighting: <small>Lighting will be in place for the last hour if needed - all clear with the safety lights & people by 9:30pm each evening.</small>	
ADDITIONAL COMMENTS	
<small>All events will start around 7pm & end at 9:30. Free parking at the private property (lit for safety at the end of the evening) along with vetted/certified security & parking attendants. Ambulance easement, bathrooms & public hygiene facilities will be provided. All proceeds go back into the Field Daze to produce the following program. Laughing Stock - a non profit corp/public charity theatre company - to umbrella our Field Daze/Wet Lab Productions LLC event series. Open air, covid safe entrance, seating, etc - according to City of Ketchum's & CDC protocol guidelines. Theatre goers encouraged to bring their own food/drink/seating/masks etc. 'No smoking' mandate enforced on the property.</small>	
ACCOMPANYING SUPPORTING INFORMATION REQUIRED	
<ul style="list-style-type: none"> • Existing Site Plan • Proposed Site Plan • Landscape Plan • Grading and Drainage Plan • Exterior Lighting Plan and Specifications • Other plans and studies related to the social, economic, fiscal, environmental, traffic, and other effects of the proposed conditional use, as required by the Administrator	

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, city officials, agents and employees from and for any and all losses, claims, actions, judgments for damages, or injury to persons or property, and losses and expenses caused or incurred by Applicant, its servants, agents, employees, guests and business invitees and not caused by or arising out of the tortuous conduct of city or its officials, agents or employees. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

Cathy Reinheimer
Applicant Signature

3.20.2021

Date

Proposed Events

*****All rehearsals, events, and gatherings by performers, audience members and Field Daze staff, are required to adhere to

current City of Ketchum’s COVID-safety protocols for “outdoor gatherings”

*****We will feature food and beverage vendors on the Field this summer (incl. Warfields, a Taco truck, TONI’s ice cream)

EVENTS AT FIELD DAZE, SUMMER 2021 (Located on the East side of H’way 75, completely contained in the Reinheimer PRIVATE property, south of the family house back fence)

We will hold 8 separate events, starting June 28th and close our summer entertainment on September 13

1. A new play by Samuel D. Hunter, with 2 actors, in a workshop production. Produced by Sawtooth Productions and Laughing Stock Theatre

DATES: June 27, 28, 29....4 p.m. to 8:30 p.m., rehearsal, with stage lights and sound. There will be some low-key music during “scene transitions...

June 30, July 1, July 2.....Performances, 7 p.m to 8:30 p.m....Audiences arrive at 6 p.m. for seating... July 6, 7, 8, 9, 10.....Performances, 7 p.m. to 8:30 p.m.

TOTAL PERFORMANCES on Field.....(incl. rehearsals).....11

2. ARGYROS THEATRE presents: An evening of technical drone display, at dusk, July 11 at 9:30 p.m. until 10 p.m. (no sound equipment or noise) IN DISCUSSION...

No audience...This is a surprise for the community; they would like us to keep it under wraps for now....Argyros has assured us that the “display” does not present any danger to wildlife or property or humans)

3. CARITAS CHORALE—Musical performances with 15 members, directed and accompanied on PIANO by R.L. Rowsey.

DATES: July 16 and 17.....Performances 7 p.m to 8:30 p.mVenue opens 6 p.m. for theatre-goers’ picnics on grounds

TOTAL PERFS: 2

4. The Senior Connection Fundraiser Evening, featuring the poetry of Edna St. Vincent-Millay and other classic American poets....Hosted by JoEllen Collins and The Senior Connection, Hailey, ID

Dates: July 24 (One night only) Poetry will be recited by 5-6 local actresses, 6 p.m. to 7:30 p.m.

TOTAL PERF.: 1

5. THE BEVERLY LOVERS and other Cabaret duos...Spoof on couples, love, romance...6-8 Local Actors. Music (piano) and lights and costumes used

DATES: July 31....Performance begins at 8 pm, finish by 9:30 p.m.

6. THE GROUNDINGS, a beloved, Los Angeles-based, stand-up comedy and improv troupe....6 actors

DATES: August 13 and 14.....Performances 8 p.m. to 9:30 p.m.....Doors open at 7 p.m., picnics encouraged-Sound and lights needed

TOTAL PERFORMANCES: 2

7. CHILDREN’S SUMMER FAIRE.....For children of ALL ages !!! Produced by Field Daze and Prue Hemmings

FEATURED ACTIVITIES: Certified petting zoo with tame, gentle, farm pets—Face painting, with adult artists, using non-toxic face paint, fairy-tales read by local actors, foam-fencing display, more to come !

Vendors will sell candy-apples, lunch snacks, beverages...NO ALCOHOLIC BEVERAGES ALLOWED ON PROPERTY...

DATES: Sat. and Sun., August 21 and 22, 12 noon to 5 p.m.

TOTAL EVENTS: 2

8. R.L.ROWSEY and MORE SPECIAL FRIENDS.....2 evenings of Cabaret performances by 10 local and guest singers, featuring Broadway melodies, Torch songs, etc. Piano accompaniment.

DATES: Sat. and SUN., August 28, 29 (OR) Sat. and Sun., September 10, 11, 7 pm to 9 pm. Sound, lights, battery- operated lights in tents...

TOTAL PERFORMANCES: 2

*****All ticket sales to the various events will be purchased through EventSmart, on our www.FIELDdazeSunValley.org website. The individual tickets will range between \$10 (students, seniors), and \$40. Laughing Stock Theatre has graciously teamed with us for several events, to provide an “umbrella” policy, for non-profit donations to Field Daze this summer.

Events

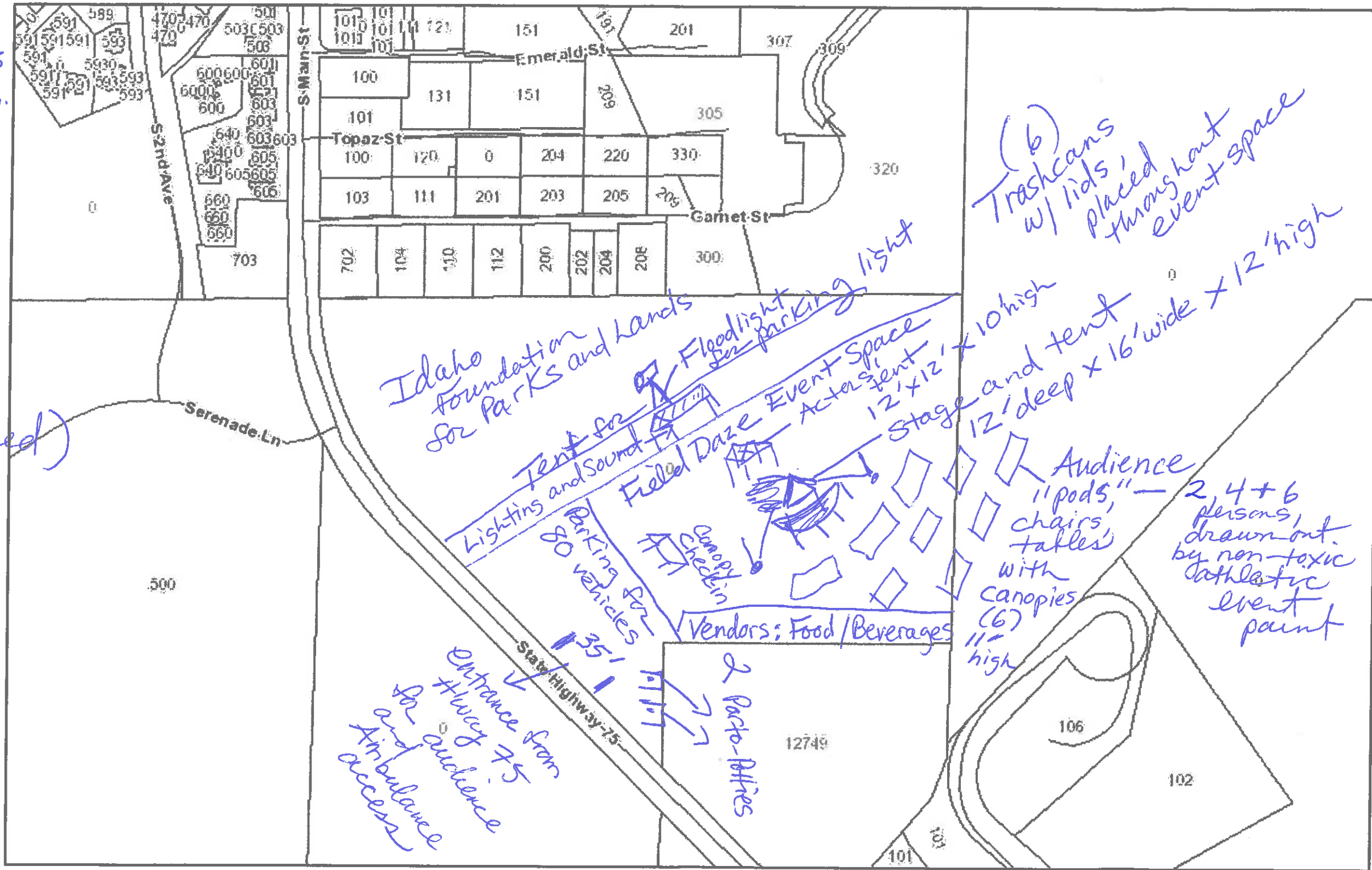
C.P. application materials for "Field Daze theatre" on Reinheimer Ranch, East side, Family Property ONLY

Ketchum Information Map

Hours of Evening Events are 6-9:30pm, including arrival of audience though sound and lights shut off, EXCEPT for Flood light on parking area

(see attached Rules & Regulations)

1. Each audience member signs a legal waiver, saying they will adhere to Field Daze regs, throughout event.



(6) Trashcans w/ lids, placed throughout event space

Idaho Foundation for Parks and Lands
Tent for Floodlight for parking light
Lighting and sound
Parking for 80 vehicles

Stage and tent 12' x 12' x 10' high
12' deep x 16' wide x 12' high

Audience "pods," chairs, tables with canopies (6) 11' high
2, 4 + 6 persons, drawn out by non-toxic athletic event paint

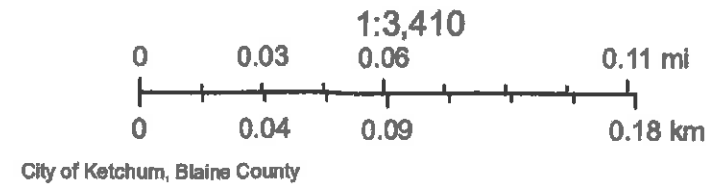
Entrance from Hwy 75 for ambulance and audience access

Park Offices

April 15, 2021

* Expected audience size: 125 per event capped at 150
* Field Daze staff each night:
1. 2 at check-in
2. 4 ushers
3. 2 parking attendants
4. Security through "curtain-up" to "curtain-down"

Tents: All tents and canopies are "open air"



City of Ketchum, Blaine County

Made by: Blaine County GIS



City of Ketchum
Planning & Building

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
REGULAR MEETING OF TUESDAY, MAY 25, 2021

PROJECT: Pioneer Pickleball Club Shared Parking Reduction Conditional Use Permit

FILE NUMBER: P21-029

ASSOCIATED PERMITS: P19-116 CUP for Nomadic Vans, P10-032 CUP for Residential Use at 115A, 87-11 Glaske Subdivision Phase II, CR87-3 Design Review Approval for Galske Subdivision Building

OWNER: Steven Beck

APPLICANT: Steven Beck

REQUEST: Conditional Use Permit (CUP) to permit shared parking reduction for a new public pickleball court

LOCATION: 115 Northwood Way Unit A, Ketchum, ID

ZONING: Light Industrial District No. 2 (LI-2)

OVERLAY: LI 48' Height Overlay

NOTICE: Notice was mailed to property owners within a 300-foot radius and was published in the Idaho Mountain Express on May 5, 2021. Notice was posted at the subject location on May 18, 2021.

- **ATTACHMENTS:**
- A. Application
- B. Narrative
- C. Access System
- D. Site Plan
- E. Public Comment

BACKGROUND AND SUMMARY

The application before the Planning and Zoning Commission is a request to reduce the required on-site parking and satisfy the required parking through shared use of on-site parking. The proposed use is a pickleball court open to members of the club. In the LI District, health and fitness facilities must provide dedicated on-site parking at a ratio of one parking space for every 250 gross square feet. In this case, the ground floor of the building is 1,153 square feet (based on plans on file) and requires five parking spaces for the proposed use.

The site at 115 Northwood Way consists of three commercial condominium units. The condominium plat map and design review were both approved in 1987 (Figure 1).

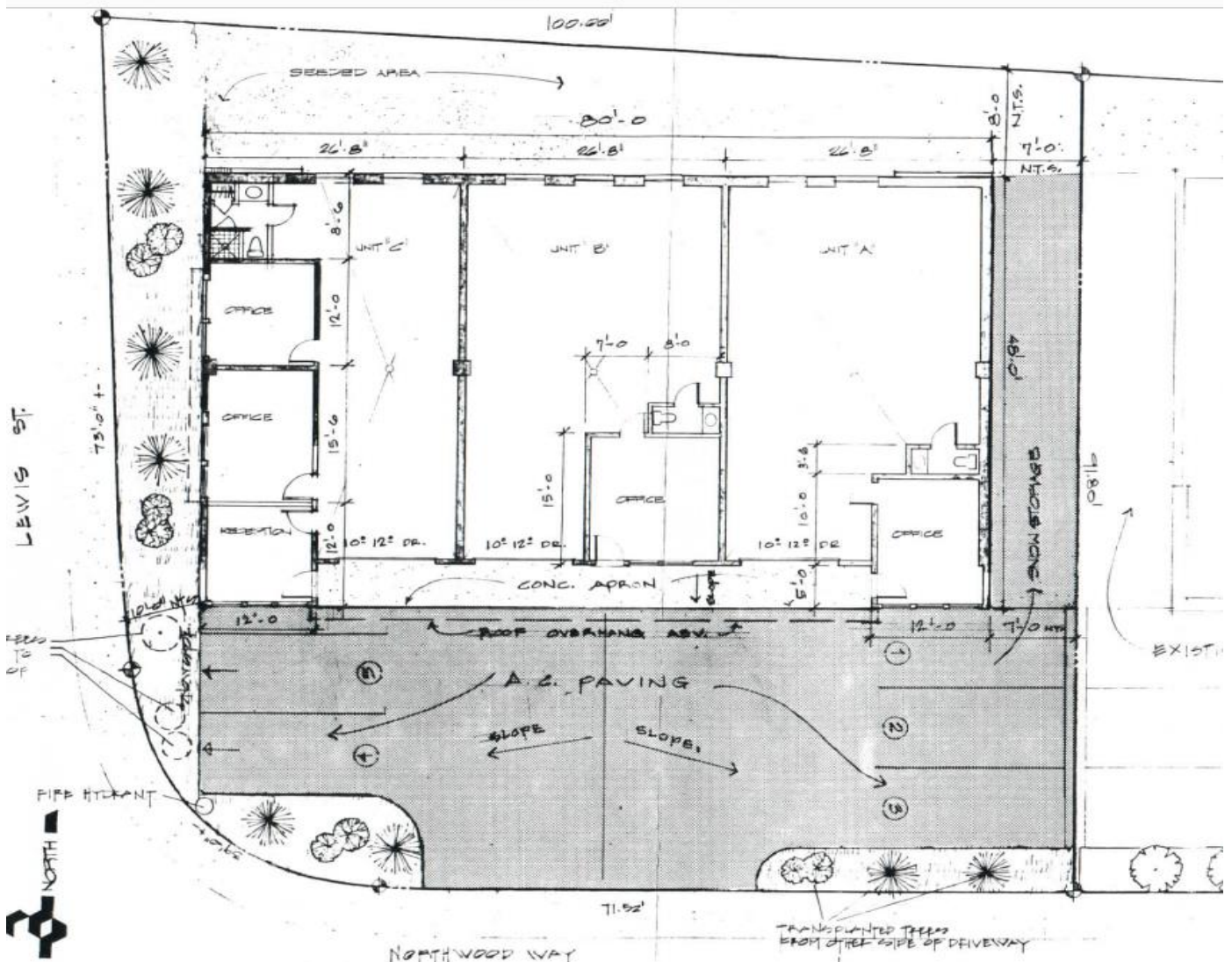


Figure 1

The building was approved for three industrial/storage uses with five parking spaces located in the front of the building. Parking was to be shared by the three uses. The project approvals at the time acknowledged limited parking on the site and restricted the permitted uses to warehouse and storage only. Over time, uses have changed. In 2010 a conditional use permit and design review approval was granted to convert the subject unit (115 A Northwood) into residential use.

In 2019, a conditional use permit was granted (P19-115) to permit Nomadic Vehicle Sales and Repair to operate in Unit C at 115 Northwood Way. Kirk Anderson Photography exists in Unit B at 115 Northwood Way and the Pioneer Pickleball Club is in Unit A (Figure 2).



Figure 2

In evaluating this proposed application, staff found that Nomadic Vehicle Sales and Repair is in violation of their Conditional Use Permit. Specifically, there were 11 vehicles parked off the site in public parking spaces and along the rear of the building. All of the street parking to the west and south of the site were occupied by Nomadic Van vehicles. Vans were also parked in the rear of the building obstructing emergency access. There is no alley or parking approved at the rear of the building. The approved conditional use permit for Nomadic Vans prohibits van parking outside of the two on-site parking spaces and within Unit C. In addition, the required parking lot striping and ADA space were not installed. As a result of the activities of Nomadic Van, there is no public street parking available for any other adjacent uses and only three of the five on-site parking spaces are available for other building tenants. Staff has initiated code enforcement action to bring the use into conformance with the conditional use permit.

Proposed Request

The applicant is proposing to establish a pickleball club open to the public who are members of the club. Building improvements have been made, the residential improvements have been removed and the pickleball court has been installed. When the owner applied for a business license to operate the club, it triggered a review of the proposed use and required parking. As indicated by the applicant, the unit is no longer a residential unit, and the sole use is the pickleball club. The parking requirements in the LI District require five parking spaces to be provided on-site for the pickleball use. Approvals granted for the prior residential use required two parking spaces be provided. There are a total of five parking spaces on site to be shared among the three building tenants. Two of the spaces have been identified for the use of Nomadic Vans.

Under KMC Section 17.125.080 it states that:

A shared parking reduction may be allowed by conditional use permit in all zoning districts as follows:

- 1. A shared parking plan shall be submitted for review and is subject to approval by the Administrator.*
- 2. The plan shall, at minimum, identify or contain:*
 - a. A Parking Demand Analysis in accordance with section 17.125.070 of this chapter;*
 - b. The hours of peak parking demand for each use;*
 - c. All locations of parking spaces on private property utilized through shared parking and identified on a location context map;*
 - d. All public parking that can be accessed within a one thousand foot (1,000') walk as measured along sidewalk connecting to the site of the subject uses.*
 - e. The plan shall include an agreement between property owners for sharing common parking on private property. However, in no case will the City manage shared parking agreements.*
- 3. Shared parking spaces may be provided in areas designed to serve jointly two (2) or more buildings or users.*
- 4. All shared parking shall be located no less than three hundred feet (300') from the uses utilizing the shared parking, as determined by measuring along existing sidewalk or sidewalk that shall be constructed as a condition of approving the shared parking reduction from the primary entrance of the use(s) to the location of shared parking spaces.*
- 5. The total number of off-street parking spaces shall not be less than that required by this chapter for the total combined number of buildings or uses, unless a reduction is approved through a shared parking plan, or otherwise specified.*
- 6. A reduction to parking requirements for individual uses may be made after considering the following standards and criteria:*
 - a. The hour(s) of peak parking demand for each use, with peak demand being different or staggered;*
 - b. The operating hours of each use, with operating hours being staggered; and*
 - c. There is existing on-street parking available for public use within a one thousand foot (1,000') walk as measured along the sidewalk connecting to the site of the subject use. (Ord. 1158, 2017)*

Analysis

Five parking spaces exist on site for the three businesses. The applicant is proposing the court be open during the same hours as the other businesses on the site. Based on observations of the utilization of the on-site parking during business hours, there are typically two parking spaces on site that are not occupied. Available on-street parking is very limited during business hours due to utilization by the surrounding businesses. Once the Nomadic Vans are removed from the on-street public spaces, there will be available on-street parking after business hours.

The Commission must determine if the parking plan proposed by the applicant will be sufficient to meet the parking demand of the proposed use. The applicant is proposing to manage parking by creating a reservation system. Court reservations will be for 90 minutes and users will be prohibited from arriving more than 10 minutes before their reservation and departing not more than 10 minutes after their reservation time. Based on this system, it is possible that there is overlap of court users and total demand for user parking is between 4-8 parking spaces. During business hours, there is insufficient parking on or off site to accommodate the demand for the use as proposed.

The following provides a summary of the proposal in relation to the criteria for granting a conditional use permit for a shared parking reduction:

- *A Parking Demand Analysis in accordance with section 17.125.070 of this chapter;*
Limited information was provided by the applicant.
- *The hours of peak parking demand for each use;*
Based on observations of the parking demand at the site and in the surrounding area, the peak parking demand occurs between 8:00 AM-5:00 PM.
- *All locations of parking spaces on private property utilized through shared parking and identified on a location context map;*
Five parking spaces are located on site for use by the three building tenants. Two of the spaces are identified for use by Nomadic Vans through CUP 19-115.
- *All public parking that can be accessed within a one thousand foot (1,000') walk as measured along sidewalk connecting to the site of the subject uses.*
On-street public parking is available within 1,000 feet of the property.
- *The plan shall include an agreement between property owners for sharing common parking on private property. However, in no case will the City manage shared parking agreements.*
No agreement between building tenants has been proposed.
- *Shared parking spaces may be provided in areas designed to serve jointly two (2) or more buildings or users.*
Five on-site parking spaces are located on the site. Per the original approvals for the property, the five spaces were to be shared between the building tenants. Two of the parking spaces were identified for use by Nomadic Vans as part of CUP 19-115.
- *All shared parking shall be located no less than three hundred feet (300') from the uses utilizing the shared parking, as determined by measuring along existing sidewalk or sidewalk that shall be constructed as a condition of approving the shared parking reduction from the primary entrance of the use(s) to the location of shared parking spaces.*
The on-site parking and available street parking is within 300 feet of the property.
- *The total number of off-street parking spaces shall not be less than that required by this chapter for the total combined number of buildings or uses, unless a reduction is approved through a shared parking plan, or otherwise specified.*
There are five on-site parking spaces, and the applicant is requesting a reduction through a shared parking plan.
- *A reduction to parking requirements for individual uses may be made after considering the following standards and criteria:*
 - a. *The hour(s) of peak parking demand for each use, with peak demand being different or staggered;*
 - b. *The operating hours of each use, with operating hours being staggered; and*

- c. *There is existing on-street parking available for public use within a one thousand foot (1,000') walk as measured along the sidewalk connecting to the site of the subject use.*

If the operating hours of the pickleball court occur after the peak hour of the surrounding businesses and uses in the building, there is sufficient parking available to meet the demand generate by the pickleball club.

Based on the criteria for granting a conditional use permit for a shared parking reduction, the proposed use could qualify for the reduction if the operating hours occurred on weekends and after 5:00 PM on weekdays. During these hours there is sufficient parking available to accommodate the demand. The other option is to limit court use to only two players between 8:00 AM-5:00 PM Monday through Friday so that the maximum demand for parking does not exceed two spaces during peak business hours.

STAFF RECOMMENDATION

Staff recommends approval of the Conditional Use Permit for a shared parking reduction with the following conditions:

1. Hours of operation for the club shall be Monday through Friday after 5:00 PM and anytime on Saturday and Sunday.
2. The only use permitted in Unit 115A shall be one single pickleball court. No other uses that include staff such as office or administration shall be permitted at this location.
3. Conditional Use Permit 10-032 shall be rescinded, and no residential use shall be permitted in this location.
4. The Conditional Use Permit is applicable to the 115 A Northwood Way's 1,153 square foot Commercial Space A indicated on the floorplan attached hereto is not transferrable to another use or owner of unit 115 A. No expansion of floor area is permitted unless a new Conditional Use Permit authorizing such expansion is approved;
5. Staff shall make periodic inspections of Pioneer Pickleball Club beginning three months after approval of the Conditional Use Permit to ensure conditions of approval are being met. Documentation of observations from the site visits shall be made in writing and filed in the project file. These inspections shall occur for the entire time the business is in operation.
6. The Commission shall have the discretion to hold a new public hearing to evaluate this Conditional Use Permit if violations of the conditions occur.

RECOMMENDED MOTION

"I MOVE to approve the Shared Parking Reduction Conditional Use Permit for Pioneer Pickleball Club with the conditions outlined by staff and any other conditions determined necessary by the Commission and to direct staff to prepare the Findings of Fact, Conclusions of Law, and Decision for review and approval at the next meeting."

ATTACHMENTS

- A. Application
- B. Narrative
- C. Access System
- D. Site Plan
- Public Comment



**City of Ketchum
Planning & Building**


OFFICIAL USE ONLY
File Number:
Date Received:
By:
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Denied Date:
By:

Conditional Use Permit Application

Submit completed application and payment to the Planning and Building Department, PO Box 2315, Ketchum, ID 83340 or hand deliver to Ketchum City Hall, 480 East Ave. N., Ketchum. If you have questions, please contact the Planning and Building Department at (208) 726-7801. To view the Development Standards, visit the City website at: www.ketchumidaho.org and click on Municipal Code.

OWNER INFORMATION	
Project Name:	Pioneer Pickleball Club
Name of Owner of Record:	Steven Beck
Physical Address:	115 Northwood, Unit "A", Ketchum, ID
Property Legal Description:	See Attached
Property Zoning District:	LI (light industrial)
Contact Phone:	(714) 624-0897
Contact Email:	steve@freshhands.com
PROJECT INFORMATION	
Description of Proposed Conditional Use:	Single pickleball court.
Description of Proposed and Existing Exterior Lighting:	No change to existing
ADDITIONAL COMMENTS	
Development is 30+ years old. No change to exterior buildings or common area.	
ACCOMPANYING SUPPORTING INFORMATION REQUIRED	
<ul style="list-style-type: none"> Existing Site Plan Proposed Site Plan Landscape Plan Grading and Drainage Plan Exterior Lighting Plan and Specifications Other plans and studies related to the social, economic, fiscal, environmental, traffic, and other effects of the proposed conditional use, as required by the Administrator 	

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, city officials, agents and employees from and for any and all losses, claims, actions, judgments for damages, or injury to persons or property, and losses and expenses caused or incurred by Applicant, its servants, agents, employees, guests and business invitees and not caused by or arising out of the tortuous conduct of city or its officials, agents or employees. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.



Applicant Signature

4/12/2021

Date

April 19, 2021

Ms. Suzanne Frick
Planning & Building Director
City of Ketchum
480 East Avenue North
Ketchum, Idaho 83340

Re: Pioneer Pickleball Club
115 Northwood Way, Unit A, Kethum, Idaho

Hi Suzanne:

The following is provided to supplement the graphics from Travis Kilmer at Williams Partners related to the CUP / Business License applications for the above referenced property.

OVERVIEW:

The subject property was acquired in the Spring of 2020. It was at the time a mixed-use, non-conforming property with residential on a mezzanine and a commercial kitchen and office management company on the ground floor. The mezzanine along with the non-conforming residential was removed and replaced with a single-story pickleball practice court (70% standard size.) The practice court can accommodate two players for singles and four players for doubles. The limited membership (24 member) non-profit club facility was completed in fall / winter of 2020.

INGRESS / EGRESS & PARKING MITIGATION SYSTEM:

Based on a desire to avoid both ingress / egress and parking problems, usage of the private club, single court facility is based on a reservation system ("Kourts"). Court reservations are for 90 minute slots with users prohibited from arriving more than ten minutes before their reservation slot commences and departing not more than ten minutes after their reservation slot expires. (These commencement and departure protocols are designed to promote a smooth transition between arriving and departing players.)

The reservation system outlined above is in addition to the facility's cloud based entry system ("PDKIO") that Sentinel Fire & Security installed for the facility. This system is how players / members access the building. Each member utilizes a unique personal four-digit access code to gain entry to the building. The entry system tracks, reconciles and records entry and departure of the building for each member's unique four-digit code. (This recorded data provides the requisite information to reconcile and enforce the flow of members on and off the property. Failure to comply with entry and exit protocols can be tracked and will result in member suspension and / or dismissal. The four-digit access code can be deleted from the system at any time and the non-compliant member's property access immediately denied.)

In addition to the reservation and cloud based entry system, the building has a 24/7 camera surveillance.


SUMMARY:

After four months of beta testing, the systems outlined above have proven to effectively deal with the flow of members on and off the common area parking; and in and out of the indoor court. The system combines common sense requirements with real-time tracking and rule enforcement capabilities if required.

Note: The only common area parking issue experienced to-date was due to heavy snowfall with parked cars from other common area tenants stuck in the common parking area; and preventing snow plow access. The systems in place for Pioneer Pickleball club are designed to cancel member court reservations in the event of significant snowfall and lock-out the facility with the PDKIO override code.

Thank you for your guidance and assistance.

All the best,



Steve Beck

PIONEER PICKLEBALL CLUB
(115 NORTHWOOD WAY, UNIT A, KETCHUM, IDAHO)

OVERVIEW:

Pioneer Pickleball Club is a ground level, single-story pickleball practice court (70% standard size) located in the industrial condo at 115 Northwood, Unit A, Ketchum, Idaho. The practice court can accommodate two players for singles and four players for doubles. The limited membership (24 member) non-profit club was completed in fall / winter of 2020.

INGRESS / EGRESS & PARKING MITIGATION SYSTEM:

Based on a desire to avoid both ingress / egress and parking problems, usage of the private club, single court facility is based on a reservation system (“Kourts”). Court reservations are for 90 minute slots with users prohibited from arriving more than ten minutes before their reservation slot commences and departing not more than ten minutes after their reservation slot expires. (These commencement and departure protocols are designed to promote a smooth transition between arriving and departing players.)

The reservation system outlined above is in addition to the facility’s cloud based entry system (“PDKIO”) that Sentinel Fire & Security installed for the facility. This system is how players / members access the building. Each member utilizes a unique personal four-digit access code to gain entry to the building. The entry system tracks, reconciles and records entry and departure of the building for each member’s unique four-digit code. (This recorded data provides the requisite information to reconcile and enforce the flow of members on and off the property. Failure to comply with entry and exit protocols can be tracked and will result in member suspension and / or dismissal. The four-digit access code can be deleted from the system at any time and the non-compliant member’s property access immediately denied.)

In addition to the reservation and cloud based entry system, the building has a 24/7 camera surveillance.

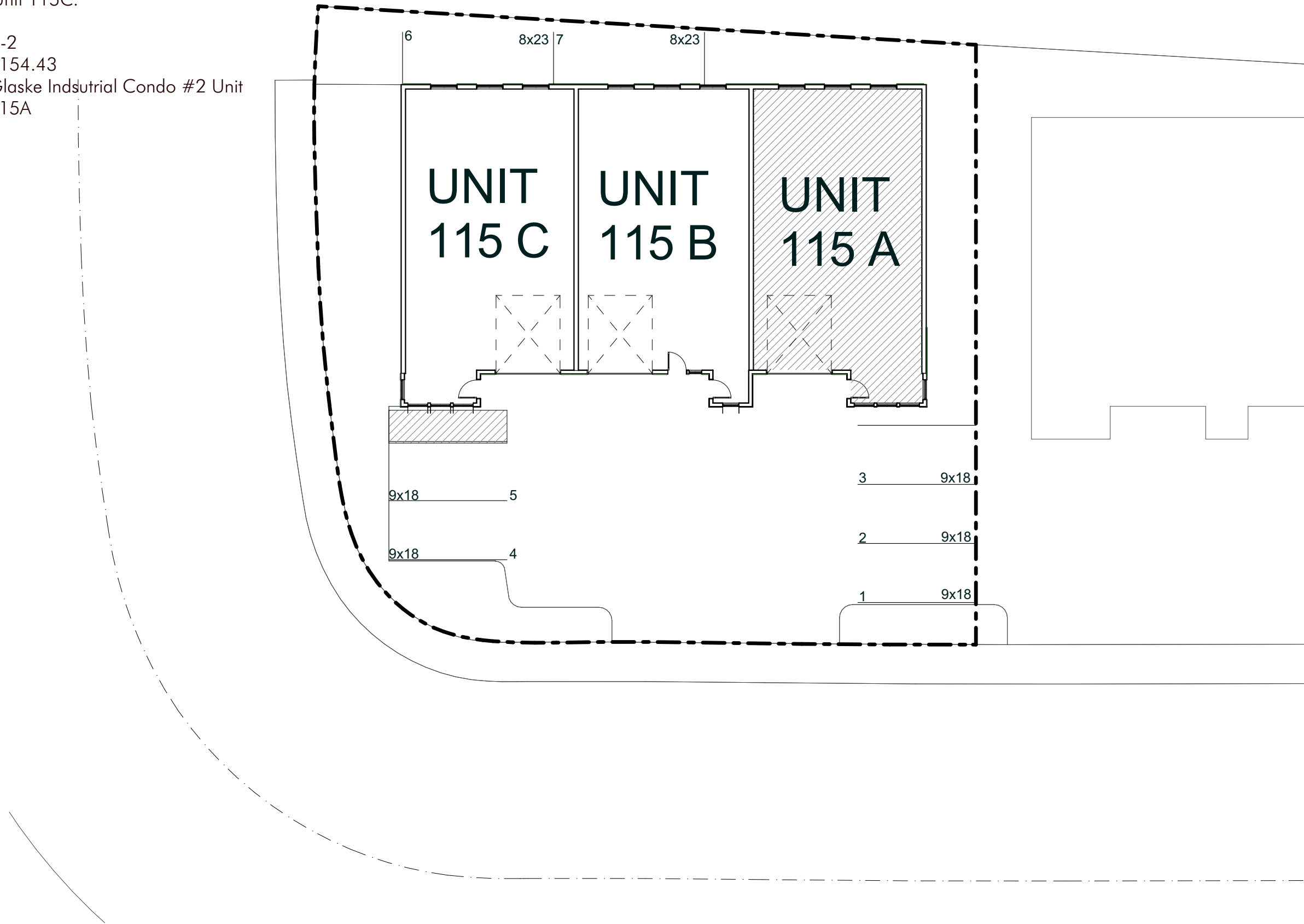
SUMMARY:

After four months of beta testing, the systems outlined above have proven to effectively deal with the flow of members on and off the common area parking; and in and out of the indoor court. The system combines common sense requirements with real-time tracking and rule enforcement if required.

Notes:

Parking spaces 4-7 were approved per CUP: P19-166, November 12th, 2019. Furthermore, 4 additional parking spaces were approved at the interior of Unit 115C.

Zone: LI-2
GIS S.F.: 1154.43
Legal: Glaske Industrial Condo #2 Unit 115A



OWNERSHIP OF DOCUMENTS:
THE INSTRUMENTS OF SERVICE HEREIN ARE SOLELY FOR USE WITH RESPECT TO THIS PROJECT. WILLIAMS | PARTNERS ARCHITECTS, P.C. AND THE ARCHITECT'S CONSULTANTS SHALL BE DEEMED THE AUTHORS AND OWNERS OF THEIR RESPECTIVE INSTRUMENTS OF SERVICE AND SHALL RETAIN ALL COMMON LAW, STATUTORY AND OTHER RESERVED RIGHTS, INCLUDING COPYRIGHTS.

Pioneer Pickleball Club
115 Northwood Way, Ketchum, ID 83340

04/20/2021

WILLIAMS | PARTNERS
ARCHITECTS

ARCHITECTURAL SITE PLAN

A 1 32

5/15/2021

City of Ketchum

Planning and Building

RE: Conditional Use Permit P21-029 Pioneer Pickleball Club

I wish to express my concerns regarding the conditional use permit application for the Pioneer Pickleball club to be located on Northwood way. I have several questions and concerns.

- 1) It appears that this building was constructed without going through a comment and review phase for this recreational use. Now they are applying for the necessary permits after the building is nearly completed. Is this the case?
- 2) The Light Industrial area is very small in Ketchum. With such constraints and the demands on the limited supply of LI available in the city, it seems illogical to be allowing for nonconforming use. With the increase in construction in Ketchum, the demand by conforming users of the limited Light Industrial supply is increasing dramatically. Often, the properties that do change hands never see the open market, those that do are sold quickly.
- 3) The building has been constructed without off-street parking. Allowing a recreational facility like this will create immense pressure on the already overloaded on-street parking in the LI. Anyone that visits this area knows that there is daily heavy traffic and parking is very difficult to find. As an owner of a Northwood Center Unit, I am concerned that this facility and the increased parking demands of its members will exacerbate conflicts by others using our limited on-site parking.

I do not think that this is a proper use of the limited supply of Light Industrial in Ketchum.

Thank you.

Jeff Jensen

PO Box 6578

Ketchum, ID 83340