



## Planning and Zoning Commission Meeting - Regular AGENDA

Tuesday, June 08, 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](http://ketchumidaho.org/meetings).

If you would like to comment on the agenda item, please submit your comment to [participate@ketchumidaho.org](mailto: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 May 25, 2021
2. Reinheimer Ranch Field Daze Conditional Use Permit Findings of Fact and Conclusions of Law and Decision

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

3. ACTION ITEM - Pioneer Pickleball Club Conditional Use Permit Continued from May 25, 2021

### 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.

June 8, 2021

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

Meeting ID: 994 1290 8046

*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 Commission - Special Meeting MINUTES**

Tuesday, May 25, 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 Chairman 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**

Commissioner Moczygemba said she would recuse herself from the Pioneer Pickleball Club Conditional Use Permit.

**CONSENT CALENDAR — ACTION ITEMS**

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

**Motion to approve the Minutes of March 30, 2021, and Minutes of May 11, 2021.**

*Motion made by Commissioner Moczygemba, Seconded by Commissioner Cosgrove.*

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

**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.

The project was introduced by Director Suzanne Frick. She explained the uses of the Zone and history of the events held there during the pandemic in the Summer of 2020. The proposal is for 7 events, with each performance ending by 9:30 PM or earlier. Parking is provided on-site for 80 vehicles. There was no history of traffic congestion during last summer's events. Staff recommended approval with Conditions 1-7.

Applicant Cathy Reinheimer explained the ownership of the two parcels of land and how the performances came about last summer. The performance community felt there was still a need for this kind of entertainment. She felt bringing the community together for entertainment would not negatively impact the neighbors and would be in keeping with the intent of the land use. She listed some of the entertainers expected to perform this summer, pending approval of the Conditional Use Permit.

Chair Morrow opened the floor to public comment:

Kelly Frost, spoke in favor of the approval of the permit.

Jon Kane, producer, expressed how the performance community appreciated Cathy's efforts. He urged approval of the Permit.

Karen Reinheimer stated Cathy was not the owner, but the land is owned by the Trust. She was not noticed of the hearing. She spoke to the terms of the Trust, with strict uses as a recreation site. She spoke to the *Present State* of the property and felt this did not meet the terms of the Will. She felt the events were wonderful, but the Reinheimer Family had other overwhelming concerns. She asked for a one-year delay in the Conditional Use Permit Application to allow for the Family to make a decision on the events.

Kristy Hobson, Farnlun Place, supported the events for this summer. She said there were no traffic problems and little noise but asked for a limit to the events in the future.

Cheryl Hall, neighbor, expressed concern over the events. She objected to the precedent it would set and the potential fire danger.

Sue Engleman, realtor, stressed the property was purchased due to the restricted uses of the surrounding properties. She did not feel this was a suitable location for events.

Lila Claghorn, co-producer of Field Daze, stressed the support received from the Community for the events.

Ed Lawson, attorney for the Halls, spoke in opposition to the Permit. He expressed concern for the impairment of the Halls enjoyment of their property. He felt the application was flawed in that the Zone did not support the event use. He stated the use did not conform to the Comprehensive Plan. He pointed out that the applicant was not a non-profit organization. He urged more time to study the application, traffic impact, and pedestrian access.

Being no further comments, Public Comment was closed.

Applicant Cathy Reinheimer presented a revised site plan to the Commission. She commented on her interaction with Cheryl Hall, who had complained about the events. She addressed Karen Reinheimer's remarks. Trustee Bradshaw confirmed the Trust as the owner of the land. She spoke to the Engelman comment on the enjoyment of the property and noted neighbors on Garnet Street supported the events. She related the Fire Marshall, Seth Martin, supported the plan.

Commissioner Cosgrove asked about the fire danger. Director Frick stated the Fire Marshal gives direction and makes a site visit before each event to ensure public safety.

Commissioner Moczygemba asked about the Trust and the Public Lands and the definition of *public use*. Director Frick replied the events are on the Trust property and not on the parcel belonging to the Idaho Parks Foundation. She explained the *Public Use* definition. Moczygemba asked about typical use of the property. Cathy Reinheimer replied Sun Valley horses graze there and the Wood River Land Trust has held a Fund Raiser there. In the past it was occasionally used for barn dances or rodeos. She stressed the term *Natural State* related to temporary structures only with no permanent structures allowed.

Vice-Chair Mead understood safety and environmental concerns. He supported Community events.

Commissioner Carter thought the continuation of these events would benefit the community. He wondered if this venue hampered other venues in the area. He supported the Conditional Use Permit with the limitation of one year. He did not want to see this as a long-term venue.

Chair Morrow supported this as a one-time permit for the 2021 season only with no future renewals. He wanted ITD contacted for traffic patterns and a weekly inspection by the Fire Marshall. He wanted to see the stages, etc. taken down after each event.

Commissioner Moczygemba agreed with the previous Commission comments, granting permission for just one year.

Commissioner Cosgrove stressed the appropriateness of the Zoning Code. She spoke to the objection of the neighbors and thought respect of the neighbors and the land, i. e. taking stages down and cleaning the site after each event, as being important considerations. She asked how were the services paid for?

Cathy Reinheimer related that she and Lila Claghorn paid the expenses personally last year. They learned from last year which equipment produced the least impact on the environment. They have also received a grant from Zion's Bank for this year's events. She related that other outdoor events are completely booked all summer.

Vice-Chair Mead supported the Arts and supported approval of this application with the one-year limitation.

Chair Morrow agreed with the limit on the impact of a one-year permit. He thought other venues could be used for this program in the future.

Commissioner Moczygemba stated the Permit limit should be for the season as opposed to one calendar year.

Commissioner Carter also supported the one-year term.

**Motion to approve the Reinheimer Ranch Field Daze Conditional Use Permit with Conditions 1-6 and striking the last sentence of Condition 7 so as to make this permit non-renewable, and the addition of Condition 8 stating site to be closed and trucks removed between events and direct Staff to prepare the Findings of Fact and Conclusions of Law and Decision for review and approval at the June 8, 2021 meeting of the Planning and Zoning Commission.**

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

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

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.

*Commissioner Moczygemba recused herself from this agenda item.*

The background for the application was introduced by Director Frick explaining the parking requirement for the use in that Zone. There was a discussion of the building tenants and how the existing parking spaces are used.

Architect Travis Kilmer, for the applicant, Steve Beck, spoke to the Pickleball Club on-line reservation system incorporating restricted building access for the two-hour reservation time. During a beta test of the system, 2-3 cars were observed at any one time.

Chair Morrow opened the floor to Public Comment.

Being no comment, the floor was closed.

Commissioner Cosgrove expressed concern over City services being used to enforce the parking situation.

Chair Morrow thought the amount of congestion in the area would require more enforcement.

Commissioner Carter thought if the parking is going to be shared, all parties should be represented.

Kilmer related the HOA does not allow for reserved parking spaces.

Staff and the Commission discussed the various parking options.

**Motion to continue to the June 8th meeting.**

*Motion made by Commissioner Carter, Seconded by Commissioner Cosgrove.*

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

*Recused: Commissioner Moczygemba*

5. ACTION ITEM: Discussion and potential action on the location of the Idaho Power equipment proposed for Westcliff Townhomes located at 106 Rember Street.

Director Frick reported back on a meeting with Idaho Power. IDPO indicated they allow new boxes to be set off the edge of the right-of-way with the opening facing the development to allow the boxes to be landscaped and screened. Boxes can also be located adjacent to the building when the building has a fire-rated wall.

Idaho Power did not object to the box at Westcliff being landscaped at the sides and rear. The box could be moved at the applicant's expense.

Idaho Power does not allow wrapping or painting of the boxes as it is considered to be a fire hazard, although this may change in the future. The box could be green or brown.

**STAFF REPORTS & CITY COUNCIL MEETING UPDATE**

The Bluebird Village team is working on a re-design before the next presentation.

The June meeting will be a discussion of policy issues and Zoning interpretations.

**ADJOURNMENT**

**Motion to adjourn at 6:47 PM**

*Motion made by Chairman Morrow, Seconded by Vice-Chairman Mead.*

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



City of Ketchum  
Planning & Building

IN RE:	)	
	)	
Field Daze, Reinheimer Ranch	)	<b>KETCHUM PLANNING AND ZONING COMMISSION</b>
Conditional Use Permit	)	<b>FINDINGS OF FACT, CONCLUSIONS OF LAW, AND</b>
Date: June 8, 2021	)	<b>DECISION</b>
	)	
File Number: P21-030	)	

**Findings Regarding Application Filed**

**PROJECT:** Field Daze, Reinheimer Ranch Special Event CUP

**FILE NUMBER:** P21-030

**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.

**ATTACHMENT:**

- A. Proposed Events
- B. Site Plan

**BACKGROUND FINDINGS**

1. On May 25, 2021, the Planning and Zoning Commission considered a Conditional Use Permit (CUP) application by Cathy Reinheimer to permit summer events to occur on a limited basis at 12749 Highway 75.
2. The subject property is located in the in the AF Zoning District (Agricultural and Forestry).
3. The Planning and Zoning Commission determined the proposed events would be considered a semi-public use which is permitted to occur in the AF Zoning District subject to the approval of a Conditional Use Permit.

4. The proposed use consists of seven events to occur between June 28, 2021, and September 13, 2021. The events are specifically defined in the attachment, Proposed Events. The conditional use permit is only valid for one year and is not eligible for renewal. Events will end by 9:30 pm and lights illuminating the parking will be turned off by 10:00 pm. Operating conditions are identified in the conditions of approval.

5. The following represents the description of activities authorized by the conditional use permit:
- Events will take place within the Reinheimer private property north of the family house.
  - Seven separate multi-day events will occur beginning June 28, 2021, and ending September 13, 2021.
  - 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.

### Comprehensive Plan Analysis

<p><b>Land Use Category:</b>  <b>Open Space, Parks and Recreation</b></p> <p><b>PRIMARY USES</b>  <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><b>SECONDARY USES</b>  <i>Some public utilities or facilities may be appropriate.</i></p> <p><b>CHARACTERISTICS AND LOCATION</b>  The characteristics and location vary, depending on the type of active or passive use.</p>
<p><b>Policy OS-1.2</b>  <b>Diversity of Needs/Uses.</b>  <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><b>Policy OS-1.5</b>  <b>Public Gathering Spaces</b>  <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><b>Policy OS-1.8</b>  <b>Promote Access to Private Facilities</b>  <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>

### 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"/>	<b>17.116.030(A)</b>	<b>The characteristics of the conditional use will not be unreasonably incompatible with the types of uses permitted in the applicable zoning district.</b>
			<b>Staff Comments</b>	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"/>	<b>17.116.030(B)</b>	<b>The conditional use will not materially endanger the health, safety, and welfare of the community.</b>
			<b>Staff Comments</b>	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"/>	<b>17.116.030(C)</b>	<b>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.</b>
			<b>Staff Comments</b>	<b>Traffic circulation:</b> 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"/>	<b>17.116.030(D)</b>	<b>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.</b>
			<b>Staff Comments</b>	<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"/>	<b>17.116.030(E)</b>	<b>The conditional use is not in conflict with the policies of the Comprehensive Plan or the basic purposes of this section.</b>
			<b>Staff Comments</b>	<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>

### CONCLUSIONS OF LAW

1. The City of Ketchum is a municipal corporation organized under Article XII of the Idaho Constitution and the laws of the State of Idaho, Title 50, Idaho Code;
2. Under Chapter 65, Title 67 of the Idaho Code, the City has passed a land use and zoning ordinance, Title 17;
3. The Commission has the authority to hear the applicant's Conditional Use Permit Application pursuant Ketchum Municipal Code Title 17;

4. The Planning and Zoning Commission's May 25, 2021, public hearing and consideration of the applicant's Conditional Use Permit application was properly noticed pursuant to the Local Land Use Planning Act, Idaho Code Section 67-6512;
5. The application meets the standards of approval under Chapter 17.116, Conditional Uses of Ketchum Zoning Code Title 17 and the 2014 Comprehensive Plan;

### **DECISION**

**THEREFORE**, on May 25, 2021, the Ketchum Planning and Zoning Commission approves this Conditional Use Permit application allowing Field Daze at the Reinheimer Ranch at 12749 Highway 75 to occur subject to the following conditions:

- 1.** The Conditional Use Permit is applicable to the property identified as 12749 Highway 75, the private parcel as identified in the project plans attached hereto. The approval is not transferrable to another property or applicant.
- 2.** The Conditional Use Permit allows for seven (7) events to occur on the property located at 12749 Highway 75.
- 3.** Events shall only occur between the period of June 28, 2021, 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. No extensions shall occur after the one-year period expires.
- 8.** Prior to the opening of each event, the applicant shall contact the Ketchum Fire Marshal for an inspection to ensure appropriate fire prevention measures are in place.
- 9.** At the conclusion of each event, the applicant shall reduce the visual impact of the event features to the extent practicable and feasible.

Findings of Fact **adopted** this 8<sup>th</sup> day of June 2021

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Neil Morrow  
Chair  
Planning and Zoning Commission

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Suzanne Frick, Planning and Building Director

## 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 7 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. 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.m .....Venue opens 6 p.m. for theatre-goers' picnics on grounds  
  
TOTAL PERFS: 2
3. 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
4. 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.

5. 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

6. 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

7. 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.

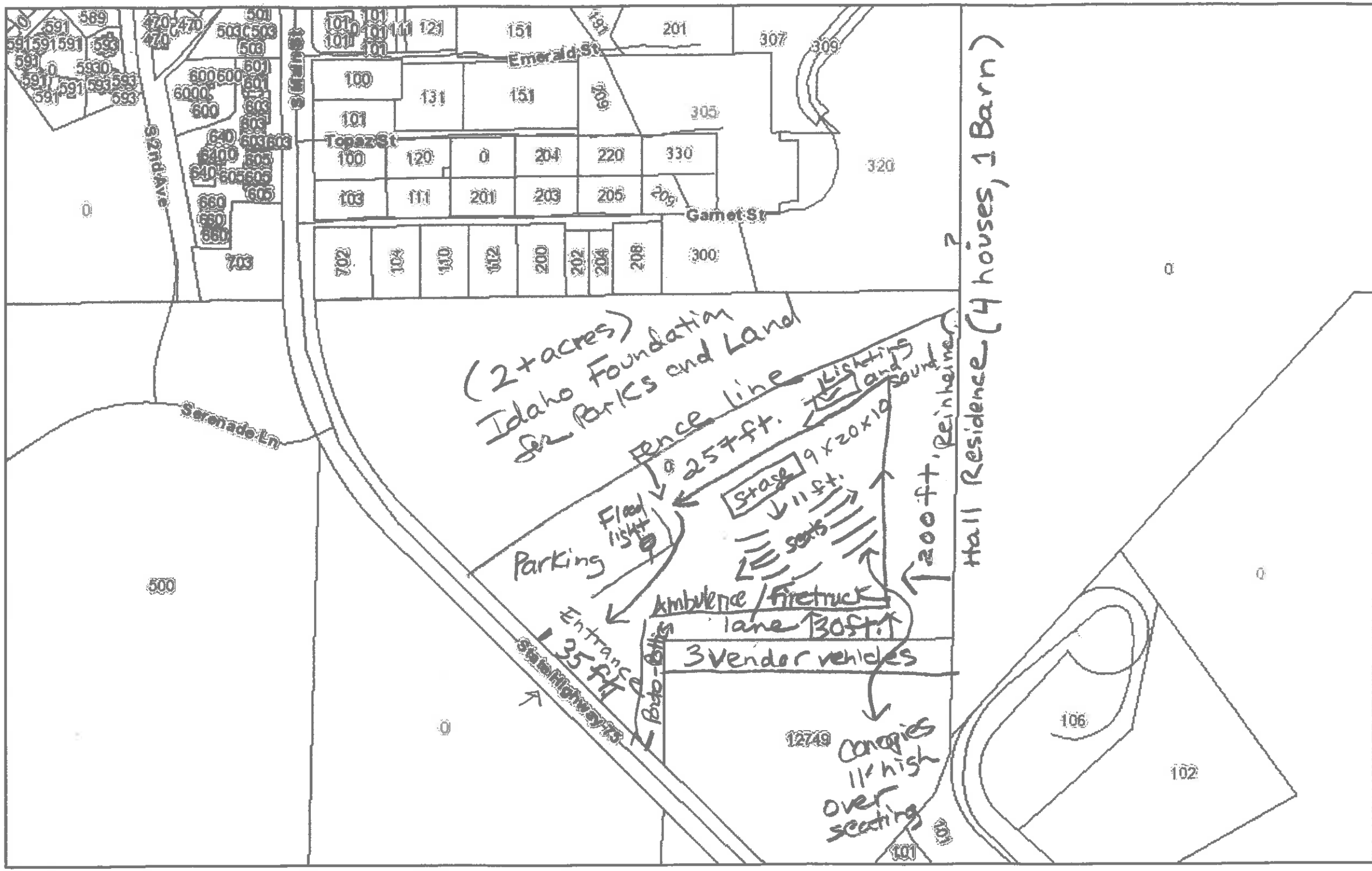
DATES: Sat. and SUN., August 28, 29 (OR) Sat. and Sun., September 10, 11, 7 pm to 9 pm. Sound, lights, battery-operated lights in tents...

TOTAL PERFORMANCES: 2

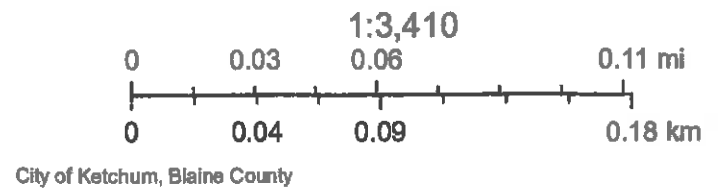
\*\*\*\*\*All ticket sales to the various events will be purchased through EventSmart, on our [www.FIELDdazeSunValley.org](http://www.FIELDdazeSunValley.org) website. The individual tickets will range between \$10 ( students, seniors ), and \$40. Laughing Stock Theatre has graciously teamed with us for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

May 25, 2021 C.U.P. Site Plan for Field Daze / Reinheimer Trust Property  
 Amended Ketchum Information Map

\* After July 31, the "containers stage" drawn in → will be replaced by a 12' x 16" x 6' high stage, with a 1/2 tent over it, 9' high - tent will be lowered after each separate event (2 nights each) and raised for next one. through Aug. 29th, 2021



April 15, 2021



Made by: Blaine County GIS



City of Ketchum  
Planning & Building

**STAFF REPORT**  
**KETCHUM PLANNING AND ZONING COMMISSION**  
**REGULAR MEETING OF TUESDAY, JUNE 8, 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:**  
Proposed Findings of Fact and Conditions of Approval

## **BACKGROUND AND SUMMARY**

The Commission conducted a public hearing on May 25, 2021, on the proposed application to share required parking for a proposed pickleball club. The Commission asked the applicant to return with an agreement between the tenants acknowledging their approval to share the existing parking on the site.

The applicant has not provided the agreement. In the event the applicant does not provide the requested agreement by the June 8, 2021 meeting, the Commission may continue the request until a date certain or approve the findings and conditions with the proposed condition of approval limiting the operating hours of the pickleball court to hours outside of regular business hours.



City of Ketchum  
Planning & Building

IN RE:	)	
	)	
Pioneer Pickleball Club	)	<b>KETCHUM PLANNING AND ZONING COMMISSION</b>
Conditional Use Permit	)	<b>FINDINGS OF FACT, CONCLUSIONS OF LAW, AND</b>
June 8, 2021	)	<b>DECISION</b>
	)	
File Number: P21-029	)	

**Findings Regarding Application Filed**

**PROJECT:** Pioneer Pickleball Club CUP

**FILE NUMBER:** P21-029

**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.

**ATTACHMENT:** A. Narrative  
B. Access System  
C. Site plan

**BACKGROUND FINDINGS**

1. On May 25, 2021, the Planning and Zoning Commission considered a Conditional Use Permit (CUP) application by Steven Beck to allow for shared parking associated with a new public pickleball court located at 115 Northwood Way Unit A.
2. The subject property is located in the Light Industrial District No. 2 (LI-2) zoning district.
3. The request is 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.

4. 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 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.

5. The Commission determined the parking plan proposed by the applicant and as conditioned by the Commission will be sufficient to meet the parking demand of the proposed use. The applicant will manage parking by creating a reservation system. Court reservations will be for 2-hour increments 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.

**Table 3: Conditional Use Permit Requirements**

<b>Conditional Use Requirements</b>				
<b>EVALUATION STANDARDS: 17.125.080</b>				
A conditional use permit shall be granted by the commission only if the applicant demonstrates the following:				
<b>Compliance and Analysis</b>				
<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>City Code</b>	<b>City Standards and Staff Comments</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.080 B2 (a)</b>	<b><i>A Parking Demand Analysis in accordance with section 17.125.070 of this chapter;</i></b>
			<b>Staff Comments</b>	Limited information was provided by the Applicant. The Commission requested the applicant provide a shared parking agreement between the tenants.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.080 B (b)</b>	<b><i>The hours of peak parking demand for each use;</i></b>
			<b>Staff Comments</b>	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.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.080 B (c)</b>	<b><i>All locations of parking spaces on private property utilized through shared parking and identified on a location context map;</i></b>
			<b>Staff Comments</b>	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.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.080 B (d)</b>	<b><i>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.</i></b>

			<b>Staff Comments</b>	<i>On-street public parking is available within 1,000 feet of the property.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>17.125.080 B (e)</b>	<b><i>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.</i></b>
			<b>Staff Comments</b>	<i>The Commission requested the applicant provide this agreement between the owners. The agreement has not been provided.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.080 B (f)</b>	<b><i>Shared parking spaces may be provided in areas designed to serve jointly two (2) or more buildings or users.</i></b>
			<b>Staff Comments</b>	<i>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.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.080 B (g)</b>	<b><i>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.</i></b>
			<b>Staff Comments</b>	<i>The on-site parking and available street parking is within 300 feet of the property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.080 B (h)</b>	<b><i>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.</i></b>
			<b>Staff Comments</b>	<i>There are five on-site parking spaces, and the applicant is requesting a reduction through a shared parking plan.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.080 B (i)</b>	<b><i>A reduction to parking requirements for individual uses may be made after considering the following standards and criteria:</i></b> <i>a. The hour(s) of peak parking demand for each use, with peak demand being different or staggered;</i> <i>b. The operating hours of each use, with operating hours being staggered; and</i> <i>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.</i>
			<b>Staff Comments</b>	<i>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. If the applicant provides an agreement with the other tenants of the building that the existing parking can be shared by all uses, the hours of operation would not be restricted.</i>

## CONCLUSIONS OF LAW

1. The City of Ketchum is a municipal corporation organized under Article XII of the Idaho Constitution and the laws of the State of Idaho, Title 50, Idaho Code;
2. Under Chapter 65, Title 67 of the Idaho Code, the City has passed a land use and zoning ordinance, Title 17;
3. The Commission has the authority to hear the applicant's Conditional Use Permit Application pursuant Ketchum Municipal Code Title 17;
4. The Planning and Zoning Commission's May 25, 2021, public hearing and consideration of the applicant's Conditional Use Permit application was properly noticed pursuant to the Local Land Use Planning Act, Idaho Code Section 67-6512;
5. The application meets the standards of approval under Chapter 17.125.080, Shared parking Conditional Use of Ketchum Zoning Code Title 17.

## DECISION

**THEREFORE**, the Ketchum Planning and Zoning Commission approves this Shared Parking Conditional Use Permit application for Pioneer Pickleball Club to operate and provide the required parking through a shared parking agreement on the 8<sup>th</sup> day of June 2021 in Unit A located at 115 Northwood Way subject to the following conditions :

- 1.** The Conditional Use Permit is applicable to Unit A at 115 Northwood Way consisting of 1,153 square feet of floor area indicated on the floorplan attached hereto is not transferrable to another property or person. No expansion of floor area is permitted unless a new Conditional Use Permit authorizing such expansion is approved;
- 2.** The Conditional Use Permit allows for the operation of single pickleball court to be available for reservation only. No other uses such as, but not limited to, office, residential, or assembly may occur at the location.
- 3.** Conditional Use Permit 10-032 shall be rescinded, and no residential use shall be permitted in this location.
- 4.** 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.
- 5.** The Commission shall have the discretion to hold a new public hearing to evaluate this Conditional Use Permit if violations of the conditions occur.
- 6.** Each reservation shall be for a two (2) hour period. Players shall not arrive more than ten (10) minutes prior to their reservation time and shall not stay longer than ten (10) minutes after their reservation time.
- 7.** No tournaments shall take place on the site.
- 8.** The total number of players, observers and employees on the site at any time shall not exceed four (4).
- 9.** Hours of operation for the club shall be Monday through Friday after 5:00 PM and anytime on Saturday and Sunday.

Findings of Fact **adopted** this 8<sup>th</sup> day of June 2021

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Neil Morrow  
Chair  
Planning and Zoning Commission

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Suzanne Frick, Planning and Building Director

**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:**

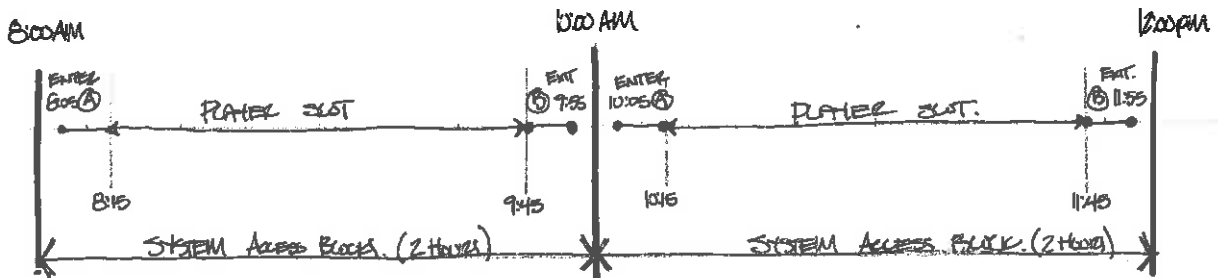
*Based on a desire to avoid both ingress / egress and parking problems, usage of the private club, single court facility is based on a reservation system (“Kourts”). Court reservations are for 90 minute slots with users prohibited from arriving more than ten minutes before their reservation slot commences 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.*



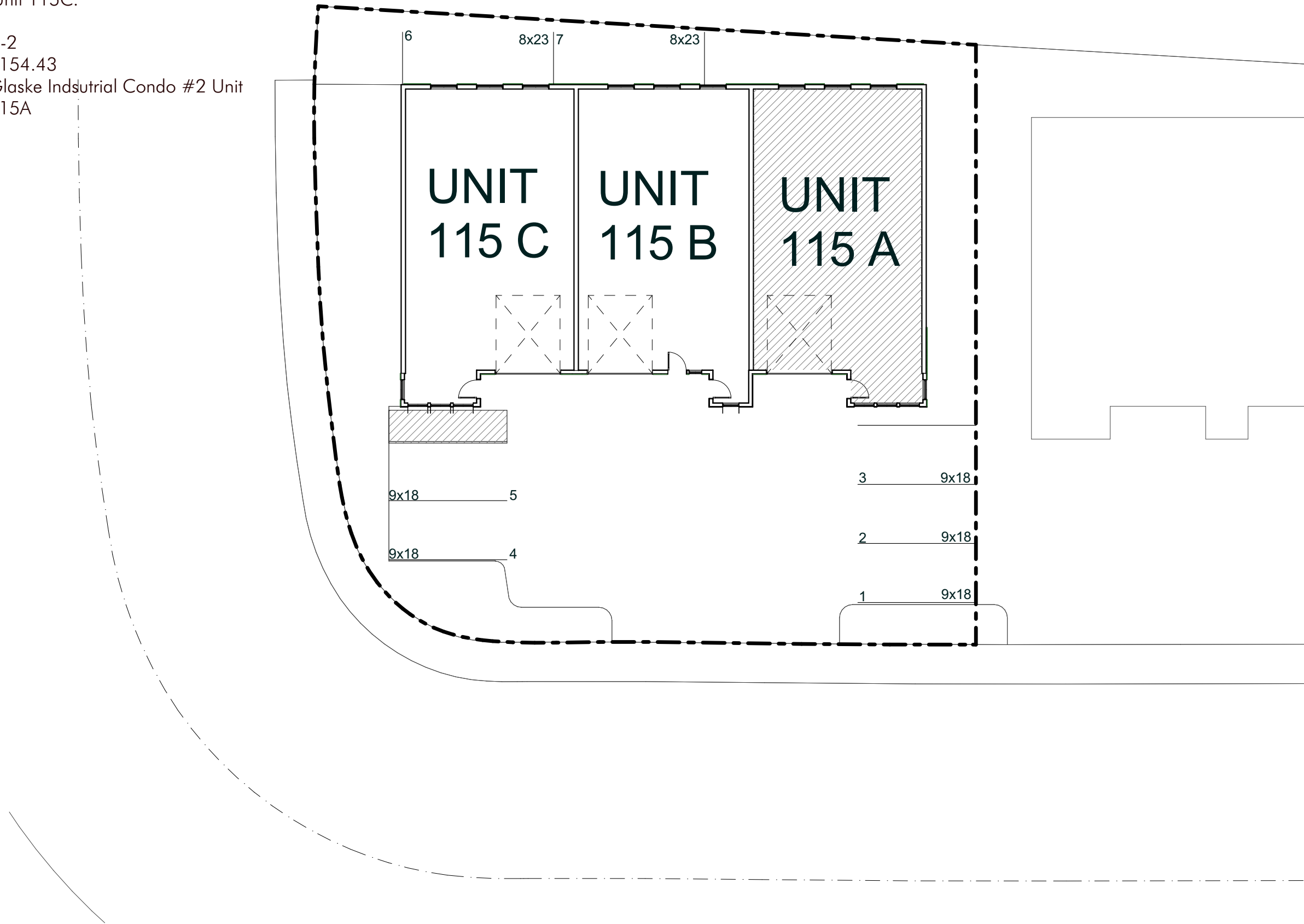
- A: RATED CANNOT ACCESS THE FOLLOWING UNTIL 10 MINUTES BEFORE THE RESERVATION. (PLAYER SLOT)
- B: RATED MUST EXIT THE FOLLOWING WITHIN 10 MINUTES AFTER THE RESERVATION. (PLAYER SLOT)

POWER PICKLE BALL CLUB: RESERVATION SYSTEM.

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 | 23