Planning and Zoning Commission - Regular Meeting AGENDA

Tuesday, October 13, 2020 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 a PUBLIC HEARING 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 a PUBLIC HEARING item on the agenda, please dial the number below. You will be called upon for comment during that agenda item.

If you would like to provide comment on a PUBLIC HEARING item on the agenda 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.

Dial-in: 669-900-9128
Meeting ID: 999 6087 8908

CALL TO ORDER

COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE

CONSENT CALENDAR—ACTION ITEMS

1. Minutes of September 15, 2020
2. Minutes of September 28, 2020
3. DeLong Townhome Design Review Findings of Fact and Conclusions of Law

PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF – ACTION ITEMS

4. **ACTION - Wills Condominium Subdivision Preliminary Plat:** 3020 Warm Springs Road (A townhouse Subdivision of Wills Condominium No. 2 Amended) The Commission will consider and make a recommendation regarding a Preliminary Plat submitted by Doug and Stacey Waddell to replat the Willis Condominiums No. 2 Amended parcel to reflect a new two-unit townhouse development, the Waddell/Roush Townhomes. The subject property is 3020 Warm Springs Road. A prior platting action vacated the existing two-unit condominium development and reverted the subject property to a land parcel. The Commission approved Design Review for the design of the new two-unit development on July 13th, 2020; the units were designed with the intent of subdividing. The subject parcel is located in the General Residential – Low Density (GR-L) zoning district. **Continued from September 15, 2020**

5. **ACTION - Decked Building Addition Design Review:** 345 Lewis St (Northgate Subdivision: Block 1: Lot 15) The Commission will consider and take action on a Design Review application for a 1,825-square-foot, 25-foot tall addition to the Decked Building located at 345 Lewis Street within the City's Light Industrial Number 2 (LI-2) Zoning District.

6. **ACTION - Sun Valley Electric Bicycles Conditional Use Permit (CUP):** 100 Northwood Way, Unit C-2, Ketchum, ID 83340 (Lot 2, Northwood Light Industrial subdivision) The Commission will consider and take action on a Conditional Use Permit (CUP) application by Sun Valley Electric Bicycles LLC (Richard "Matt" Davis, Karen Davis, Mark Carnes) for a Motor Vehicle Sales business to be located at 100 Northwood Way, Unit C-2, Ketchum, ID 83340 (Lot 2, Northwood Light Industrial subdivision), which is located in the Light Industrial No. 2 zoning district.

7. **ACTION ITEM- Waterman Residence Mountain Overlay Design Review:** 604 S. Leadville Ave. (Tax Lot 6594, Ketchum FR TL 8554 SEC 18 4N 18E) This application has been withdrawn at the request of Staff.

STAFF AND COMMISSION COMMUNICATIONS AND DISCUSSION

8. Discussion on Planning and Zoning Commission authority and discretion for design review projects
9. Discussion about options to protect historic structures in Ketchum
10. Discussion about development standards in the Community Core

STAFF REPORTS & CITY COUNCIL MEETING UPDATE

ADJOURNMENT

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 - Regular Meeting MINUTES

Tuesday, September 15, 2020 at 4:30 PM
Ketchum City Hall
480 East Avenue North, Ketchum, ID 83340

CALL TO ORDER

The meeting was called to order at 4:35 PM

PRESENT
Chairman Neil Morrow
Commissioner Tim Carter
Commissioner Jennifer Cosgrove
Commissioner Brenda Moczygemba

ABSENT
Vice-Chairman Mattie Mead

COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE

Commissioner Cosgrove drove by the W Ketchum site and the 2nd and Leadville site.
Commissioner Moczygemba drove by all 4 project sites.

CONSENT CALENDAR—ALL ITEMS ARE ACTION ITEMS

1. **Minutes of August 11, 2020**

   Motion to approve minutes of August 11, 2020.
   Motion made by Commissioner Carter, Seconded by Commissioner Cosgrove.
   Voting Yea: Chairman Morrow, Commissioner Carter, Commissioner Cosgrove
   Voting Abstaining: Commissioner Moczygemba

PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF – ACTION ITEMS

2. **ACTION ITEM- Fourth and Walnut Mixed-Use Building Design Review:** (Project Location: Ketchum Townsite: Block 44: Lots 7 and 8, 371 and 391 N Walnut Avenue) The Commission will consider and take action on a Design Review application proposing the development a new 25,163 square-foot, two-story mixed-use building located on two lots at the southwest corner of the intersection of Walnut Avenue and 4th Street within the Retail Core of the Community Core (CC-1).
   Associate Planner Abby Rivin introduced the project history. Staff recommended a motion to approve and motion to adopt Findings of Fact and Conclusions of Law.

   Graham Whipple, applicant (appearing by video), presented a video of the project from several angles. He explained the features of the project including, parking, landscaping, community housing, roof lines, height, and lighting.

Commissioner Cosgrove asked if there were any changes to the drawings based on the comments from the last meeting. Whipple responded there were no changes to massing or exterior materials.

Commissioner Moczygemba asked about a light well for the community housing unit. Whipple indicated the presence of the light well.

Chairman Morrow opened the floor for public comment. Being no comment, the floor was closed.

Commissioner Carter liked the design and thought it was a benefit to the community. Commissioner Moczygemba agreed and liked the roofline and materials.

Motion to approve the 4th and Walnut Mixed-Use Building Design Review with Conditions 1-13 and Exhibit F, draft Findings of Fact.
Motion made by Commissioner Carter, Seconded by Commissioner Cosgrove.
Voting Yea: Chairman Morrow, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba

3. **ACTION ITEM- Gem Street Subdivision Lot Line Shift and Waiver Request**: 131 and 151 Topaz Street (Lot 1, Shelby Dukes Sub and Ketchum FR SE SW TL 8490 SEC 18 4N 18E) The Commission will consider and make a recommendation regarding a Preliminary Plat submitted by Fritz Haemmerle and Reli Haemmerle represented by Galena Engineering, for a Lot Line Shift to reconfigure the parcel boundaries of the existing lots located at 131 Topaz and 151 Topaz, both of which are located in the Limited Residential (LR) zoning district. A Waiver Request from standard 16.04.040.F.5, which does not allow double-frontage lots, has been requested, to allow 131 Topaz to become a double-frontage lot.

   The project was introduced by Senior Planner Brittany Skelton. The Application included a proposed dedication of right-of-way. Staff recommended approval of the waiver request and the lot line shift.

   Fritz Hammerle, applicant, gave a history of the lot subdivision.

   There were no questions from the Commission and no discussion.

   Chairman Morrow opened the floor for public comment. Being no comment, the floor was closed.

   Commission Carter asked how setbacks are determined with a double fronted lot. Planner Skelton noted the property line will be re-established and the setbacks measured from that line. The front property line will be determined by the orientation of the new structure.

   Commissioner Carter reiterated the advantages of the improved street definition and the creation of 2 buildable lots.

   Motion to recommend approval of the Gem Street Subdivision Lot Line Shift and Waiver Request to City Council with Conditions 1-7 and authorize the Chairman to sign the Findings of Fact and Conclusions of Law AND Decision
   Motion made by Commissioner Carter, Seconded by Commissioner Moczygemba.
   Voting Yea: Chairman Morrow, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba

4. **ACTION ITEM- DeLong Townhome Design Review:** (Project Location: 660 N. 4th Avenue (Sublot 1, Block 1, West Ketchum Fadeaway Townhomes)). The Commission will consider and take action on a Design Review application for the construction of a new 1,500-square-foot, detached townhome unit, an accessory detached garage, and associated site improvements within the City's General Residential Low Density (GR_L) Zoning District.

   Planner Abby Rivin presented the history of the property as related to the project.

   Mike Mattias, architect, (appearing by video) described the surrounding area, floor plan, and exterior materials.

   Commissioner Cosgrove thought it fit well into the neighborhood.

   Chair Morrow appreciated the smaller size of the building.

   Commissioner Moczygemba was concerned with the snow melt on the driveway. Planner Rivin disclosed that the snowmelt and all other aspects of the right-of-way improvements would be subject to Street Department review during the Building Permit Review process.

   Commissioner Moczygemba questioned the wall/fence at the front. Rivin indicated the fence will also be reviewed during Building Permit Review to ensure it meets the standards.

   Chairman Morrow opened the floor for public comment. Being no comment, the floor was closed.

   Commissioner Cosgrove thought the project could move forward without the story pole. Commissioner Carter agreed and thought it was a nice addition to the neighborhood. He appreciated the scale of the project.

   Motion to approve the DeLong Townhome Design Review subject to Conditions 1-10.
   Motion made by Commissioner Carter, Seconded by Commissioner Cosgrove.
   Voting Yea: Chairman Morrow, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba

5. **ACTION ITEM- Leadville Residences Pre-Application Design Review:** (Project Location: Northwest Corner of Leadville Avenue and E Second Street, Ketchum Townsite: Block 3, Lot 5.) The Planning and Zoning Commission will consider the Leadville Residences Pre-Application Design Review for the proposed development of a new three-story, 50.5-foot tall, 7,600-square-foot duplex and associated site improvements on a vacant lot at the corner of Leadville Avenue and 2nd Street within the Mixed-Use Subdistrict of the Community Core (CC-2).

   Planner Abby Rivin introduced the project, explaining the zoning requirements and allowed uses for the CC-2 Zone. Planner Rivin explained the project fits the allowed usage but emphasized the implications of this project for the historic buildings adjacent to this property. The project team had indicated their intention to build on the two adjacent lots currently occupied by the Vintage Restaurant and McCann, Deach, Fenton offices.

   Commission and staff discussed the preservation of historical buildings in Ketchum and the limitations to designating a building as historic. Staff recommended the Commission provide feedback to the applicant for this Pre-Design Review.

Mike Brunelle, architect, (appearing by video) described the project location, setbacks, height, square footage, floor plan, and exterior materials. Wayne Thompson, applicant partner, indicated there were no plans to develop the other 2 lots with similar structures.

Commissioner Cosgrove thought the massing was overwhelming for the neighborhood and the Second St façade was oppressive. She thought it was out of scale with the neighborhood. She asked for more differentiation between the 2 units.

Commissioner Carter asked Staff for the intent of the CC Zoning Districts. Planner Rivin stated the purpose of the CC-2 District was to promote a compact and cohesive center for commerce and culture for a unique small-town character. Carter asked for the purpose of the Mixed-Use District. Rivin stated the CC-2 District had more flexibility, including residential use, while the CC-1 District is the retail center.

Commissioner Moczygemba wanted to see more *stepping* on the Second St. side, to be more pedestrian friendly.

Chair Morrow thought it was a strange setting for this building, making it seem too monolithic since the other houses across the street were just one or two stories. He thought it was stark.

Commissioner Cosgrove thought the color renderings were an improvement over the white drawings, but she wanted to see more sophistication in the design.

Commissioner Carter thought it was exciting to see the site developed. But he wanted the developer to consider the impact this would have on the center of town. He thought a residential building for non-working people created a "dead zone". He wanted to see something the town would be proud of.

Chair Morrow agreed a part-time residence would create a dead zone. He looked forward to further conversations on the project.

Motion to continue the Leadville Residences Pre-Application Design Review.
Motion made by Commissioner Carter, Seconded by Commissioner Cosgrove.
Voting Yea: Chairman Morrow, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba

6. **ACTION ITEM- Floodplain Ordinance Amendments:** The Planning and Zoning Commission will consider amendments to Ketchum Municipal Code, Title 17, Zoning, Chapter 17.88, Floodplain Management Overlay Zoning District and Chapter 17.08, Definitions. **Continued from July 13, and August 11, 2020.**

Senior Planner Brittany Skelton informed the Commission there was one public comment included in the Staff report.

Chairman Morrow opened the floor to Public Comment. Being no comment, the floor was closed.

Motion to recommend approval to City Council of the proposed the Floodplain Ordinance Amendments.

Motion made by Commissioner Carter, Seconded by Commissioner Cosgrove.
Voting Yea: Chairman Morrow, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba

Motion to recommend approval of the proposed amendments to the definitions chapter of the Zoning Code to City Council.
Motion made by Commissioner Carter, Seconded by Commissioner Cosgrove.
Voting Yea: Chairman Morrow, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba

7. **ACTION ITEM- Waddell/Roush Townhome Subdivision Preliminary Plat:** 3020 Warm Springs Road (Wills Condominium No. 2 Amended) The Commission will consider and make a recommendation regarding a Preliminary Plat submitted by Doug and Stacey Waddell to replat the Willis Condominiums No. 2 Amended parcel to reflect a new two-unit townhouse development, the Waddell/Roush Townhomes. The subject property is 3020 Warm Springs Road. A prior platting action vacated the existing two-unit condominium development and reverted the subject property to a land parcel. The Commission approved Design Review for the design of the new two-unit development on July 13th, 2020; the units were designed with the intent of subdividing. The subject parcel is located in the General Residential – Low Density (GR-L) zoning district. **Continued to October 13, 2020**

8. **ACTION ITEM- Waterman Residence Mountain Overlay Design Review:** 604 S. Leadville Ave. (Tax Lot 6594, Ketchum FR TL 8554 SEC 18 4N 18E) The Commission will consider and take action on a Mountain Overlay Design Review application for proposed additions totaling 2,102 square feet to an existing single-family residence. Proposed site improvements include landscaping and a new driveway access off of Lava Street. **Withdrawn at the request of staff**

STAFF REPORTS & CITY COUNCIL MEETING UPDATE

Senior Planner Brittany Skelton reviewed the next City Council Meeting to include:

- Lofts at 660 Preliminary Plat
- Policy Discussion on a request to alter the Lofts @ 660 Exceedance Agreement to provide Community Housing, requesting to provide a community housing unit in Elkhorn.
- Special meeting September 28th for the Ketchum Boutique Hotel
- The October Planning and Zoning Meeting is scheduled to include:
    - Waterman Mountain Overlay Design Review
    - Leadville residences continuance
    - 345 Lewis St Design Review
    - Waddell- Rousch Preliminary Plat
    - Sun Valley EBikes CUP

ADJOURNMENT

Motion to adjourn at 6:10 PM
Motion made by Commissioner Carter, Seconded by Commissioner Cosgrove.
Voting Yea: Chairman Morrow, Commissioner Carter, Commissioner Cosgrove, Commissioner Moczygemba

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Chairman Neil Morrow

Planning and Zoning Commission - Special Meeting MINUTES

Monday, September 28, 2020 at 4:30 PM
Ketchum City Hall
480 East Avenue North, Ketchum, ID 83340

CALL TO ORDER
The meeting was called to order at 4:32 PM by Chairman Neil Morrow.

PRESENT
Chairman Neil Morrow
Vice-Chair Mattie Mead
Commissioner Jennifer Cosrove
Commissioner Tim Carter
Commissioner Brenda Moczygemba

PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF – ACTION ITEMS

1. **ACTION ITEM - Ketchum Boutique Hotel Re-Hearing: 260 E River Street** Project Location: Includes three parcels (251 S. Main Street – Ketchum Townsite Lots 3, 21, FR 22 Blk 82 N 10' x 110' of alley S 20' x 230' of alley, 260 E. River Street – Ketchum Townsite Lot 2 Block 82 10' x 110' of alley, and 280 E. River Street – Ketchum Townsite Lot 1 Block 82)

Joint Hearings Applications:

Application for Floodplain Development Permit	File No. P19-062
Application for Lot Line Adjustment	File No. P19-064
Application for Planned Unit Development Conditional Use Permit	File No. P19-063
Design Review Application	File No. P20-015
Application for Waiver	File No. P20-069
Permit Conditions Acceptance Agreement	

Motion to open public hearing as joint public hearing of the following matters:
File No. P19-062 Application for Floodplain Development Permit
File No. P19-064 Application for Lot Line Adjustment
File No. P19-063 Application for Planned Unit Development Conditional Use Permit
File No. P20-015 Design Review
File No. P19-069 Application for Waiver
Permit Conditions Acceptance Agreement
Motion made by Commissioner Carter, Seconded by Vice-Chair Mead.
Voting Yea: Chairman Morrow, Vice-Chair Mead, Commissioner Cosgrove, Commissioner Carter, Commissioner Moczygemba

Chairman Morrow recognized Clerk Maureen Puddicombe who presented the following to the Commission for acceptance into the record:
Affidavit of Publication
Certification of Postings
Certification of City Web and Social Media Postings
Certification of Mailing.

Motion to include the Affidavit and Certifications as part of the record for each of the joint public hearing matters.
Motion made by Commissioner Carter, Seconded by Vice-Chair Mead.
Voting Yea: Chairman Morrow, Vice-Chair Mead, Commissioner Cosgrove, Commissioner Carter, Commissioner Moczygemba

Chairman Morrow called for disclosures from the Commission.

Commissioner Cosgrove disclosed 1) a site visit, 2) a conversation with a citizen regarding this hearing and the detrimental effects of the stalled project across the street, 3) communication staff comparing this project to the other hotel projects in town and how they relate to the Gateway Area of the Comprehensive Plan.
Commissioner Moczygemba disclosed 1) a site visit and 2) staff communication on history of the project.
Vice-Chair Mead disclosed 1) a site visit and 2) staff communication regarding procedure.
Commissioner Carter had no disclosures to report.
Chair Morrow disclosed incidental conversations with citizens.

Vice Chair Mead asked City Attorney Bill Gigray if new Commissioner Moczygemba should participate in voting since she had not participated in the original hearings. Attorney Gigray indicated that if she were familiar with the record, she could participate. Commissioner Moczygemba indicated she was familiar with the record.

Motion to include in the record of the hearing File No. P19-062, File No. P19-064, File No. P19-063, File No. P20-015, and Permit Conditions Acceptance Agreement the entire record of the proceedings previously made in these matters, including oral testimony made before the Planning and Zoning Commission and the City Council, inclusive of April 6, 2020.
Motion made by Commissioner Carter, Seconded by Commissioner Cosgrove.
Voting Yea: Chairman Morrow, Vice-Chair Mead, Commissioner Cosgrove, Commissioner Carter, Commissioner Moczygemba

Motion to table and continue the hearing *In the Matter of the Permits Conditions Acceptance Agreement* to be held jointly with the continuance of the hearing *In the Matter of Design Review* subject to action by the City Council. On the *Application for Floodplain Development Permit File No. P19-062, Application for Lot Line Adjustment File No. P19-064,* and the *Application for Planned Use Development Conditional Use Permit File No. P19-063* and at which time the Chairman can set the date, time and location of the reconvened public hearing on these matters subject to the notice of hearing having been first given as required by law.
Motion made by Commissioner Carter, Seconded by Commissioner Cosgrove.
Voting Yea: Chairman Morrow, Vice-Chair Mead, Commissioner Cosgrove, Commissioner Carter, Commissioner Moczygemba

Chairman Morrow announced *In the Matter of the Application for Waiver, File No. P20-069*, the following are included:
1. Minimum Lot Size for PUD's from 3 acres to approximately 1.05 acres
2. Side yard setbacks from 32 feet to 18 feet 5 inches on the Highway 75 / East side. and from 24 feet to 11 feet 8 inches on the interior/West side
3. Floor area ratio (FAR) from 0.5 to 1.57

4. Building Height from 35 feet to 72 feet (72 feet is the maximum height from finished grade if measured from the lower slope portion of the site, 48 feet is the height from grade at River Street)
5. Number of floors from 4 floors to 6 floors (6 floors is the number of floors if counted from the lower sloped portion of the site, 4 floors is the number of floors from above grade at River Street).

Chairman Morrow announced the subject matter of the *In the Matter of the Application for Waiver File P20-069,* which has been filed pursuant to KCC 16.08.070 and 16.08.080 of the City's Planned Unit Development Ordinance, involve factual and legal matters which have been previously addressed and are included in the record of the *Application for Planned Unit Development Conditional Use Permit File No 19-063*.

Vice-Chair Mead asked for clarification of the procedure on the waivers. City Attorney Bill Gigray stated there had not been a separate application for the waivers as the waivers were addressed in the Planned Unit Development. Due to a property owner's objection, the applicant submitted the waiver application. The waivers will not be addressed separately but as part of the Planned Unit Development.

Planning Director Suzanne Frick explained that all the past information is entered into the record. The past decisions are no longer in effect and are superseded by new decisions.

Vice-Chair Mead questioned the reason for accepting the prior record instead of starting the hearing over. Gigray said if you include the prior hearings, you do not have to start over. The noticing error did not change the substance of the applications.

The Commission discussed the merits of starting over vs accepting the prior record and adding to it. Commissioner Carter wanted the flexibility to accept the old record and still make new decisions. Gigray informed the Commission that by accepting the prior record, including all previous testimony, exhibits, comments, etc., that previous information, as well as any new information presented, can be used to make new decisions.

Motion to include in the record of the hearing *In the Matter of the Application for Waiver, File No. P20-069,* the entire record of proceedings previously made in *In the Matter of the Application for Planned Unit Development Conditional Use Permit File No P19-063,* including oral testimony made before the Planning and Zoning Commission and the City Council inclusive of April 6, 2020.
Motion made by Commissioner Carter, Seconded by Chairman Cosgrove.
Voting Yea: Chairman Cosgrove, Commissioner Mead, Commissioner Morrow, Commissioner Carter, Commissioner Moczygemba

Public Comments received since the Staff Report was published, were given to the Commission.

Motion to incorporate the Public Comment received as outlined by Director Frick into the record.
Motion made by Commissioner Mead, Seconded by Commissioner Carter.
Voting Yea: Chairman Morrow, Commissioner Mead, Commissioner Cosgrove, Commissioner Carter, Commissioner Moczygemba

File # 20-015 Design Review

Chair Morrow recognized Senior Planner Brittany Skelton.

Senior Planner Brittany Skelton presented a brief overview of the application, including public amenities, landscaping, and setbacks.

Applicant Jason Heppler presented the Design Review application which was presented in March 2020. He presented the evolution of the massing of the building. He highlighted the amenities including an outdoor fireplace, restaurant, conference rooms, landscaping, and rooftop dining. He continued with the floor plan for each level, including parking, work force housing, guest rooms, elevator, meeting rooms, and roof top bar. The exterior materials were presented and the elevations from each direction were shown.

Debra Nelson, land use attorney, spoke on behalf of the applicant. She addressed the Commission's questions of accepting the prior record and noted since the error was one of noticing, there may be additional comments to consider. She noted most comments were in support of the hotel but were opposed to the waivers. Ketchum Code encourages waivers for Hotels. Title 16.08.030 of the Ketchum Municipal Code gives the Commission broad authority to grant waivers and this project meets the standards of Title 16.04.020. The Code gives more flexibility to Hotels than other uses. The waivers requested are for lot size, side setbacks, floor area ratio, height, and number of floors. She went over the FAR, setbacks, height, outdoor space, number of floors, and comparison to other buildings. She also addressed the public comment concerns regarding soundproofing, on-site work force housing, and discussed safety concerns of hotel access from Highway 75.

Commissioner Moczygemba asked the success of the on-site employee housing model. Heppler said it had been successfully used in Jackson Hole with very high employee retention and employee satisfaction.

Commissioner Cosgrove asked about traffic levels and patterns, expressing concern over the right/left turns at the entrance. Heppler replied they are open to changing that.

Vice-Chair Mead asked about the hardship claim on the physical characteristics of the site. Nelson replied the applicant did not cause the characteristics of the site and the hardship would be the same for any development on this site. Attorney Gigray pointed out hardship pertains to a variance. The applicant is requesting a waiver and not a variance.

Commissioner Moczygemba asked about the location of the generator and proximity to the neighboring property. Heppler said the design team will look at other options. She asked about the landscaping along Highway 75 and the height of the retaining walls. Commissioner Cosgrove agreed. Heppler was open to discussion/suggestions on landscaping.

Vice-Chair Mead read the definition of Waiver from Title 16.04.020. Gigray pointed out that definition is from the Subdivision chapter which is applicable to the Lot Line Shift. Nelson pointed out that the application meets both the Subdivision and the PUD ordinances. Vice Chair Mead asked about the Public Benefits of the project. Nelson emphasized the benefits of employee housing, the publicly accessible roof-top bar with view, the outdoor plaza called for in the Gateway Study, additional conference space, and an activated street scape.

Chairman Morrow opened the floor to Public Comment.

John Solhberg, property owner, was opposed to the height of the building. He noted the comparisons to the unbuilt Auberge Hotel. He noted there were 2500 signatures on an internet petition in opposition to the height of the hotel. He was opposed to the waivers. He thought this project was "railroaded" through and asked the Commission to take public opinion into account.

Ben Worst (appearing by video), representing the property owner to the west, requested the integrity of the limited setback be maintained. He expressed concerns over the generator location, retaining wall for the transformer platform in the setback, and requested the exhaust from the laundry be changed.

There were no further Public Comments and the floor was closed.

There were no additional comments from staff.

Commissioner Carter asked the applicant about the waivers and what it might look like without waivers. Debra Nelson replied that without a height waiver, the building at River Street would be less than 4 feet high. Any public benefit would not be possible without the waivers and there would be no employee housing. Attorney Gigray commented that without the waiver for the 3-acre minimum lot size, the project would not be a Planned Unit Development, but would be under the Zoning Code. Planner Skelton replied under the Zoning Code, a building could only be 35 feet tall so any building proposed could only be very tall and narrow.

Chair Morrow asked if a hotel without any public benefits would even be approved. Director Frick responded that would be a Planning and Zoning Commission decision. Other public benefits are the generation of taxes and support of restaurants and shops.

Commissioner Cosgrove did not think the public was concerned with tax revenue and wanted to see a comparison of waivers from the Limelight and Auberge hotels.

Vice-Chair Mead said without the waivers, nothing could be built, but questioned what if the waivers were not so great?

Chair Morrow commented that he thought the 3-acre requirement was not reasonable since there were no longer any parcels of land that size available.

Commissioner Carter wished to discuss the waiver for minimum lot size. Gigray replied Section 16.08.080 was ambiguous. It was dependent on the intent of the Commission. Nelson emphasized that historically hotels were not required to be on a 3-acre parcel.

Debra Nelson gave applicant's rebuttal to the public comments.

Motion to close receipt of testimony and documents for each of these Matters and for the Commission to proceed to deliberation.
Motion made by Commissioner Carter, Seconded by Commissioner Moczygemba.
Voting Yea: Chairman Cosgrove, Commissioner Mead, Commissioner Morrow, Commissioner Carter, Commissioner Moczygemba

File #P19-062 Floodplain Development Application
The Commission had no further discussion of the Floodplain Development Application.

Motion to approve the application for Floodplain Development Permit file #P19-062.
Motion made by Commissioner Carter, Seconded by Commissioner Moczygemba.
Voting Yea: Chairman Cosgrove, Commissioner Mead, Commissioner Morrow, Commissioner Carter, Commissioner Moczygemba

File #P19-064 Lot Line Shift Application
Commissioner Mead did not think the lots had a hardship prior to combination.

Commissioner Moczygemba thought the Lot Line Shift made sense to allow development of all three parcels, including the two corner lots.

Commissioner Cosgrove thought the public did not have an objection to the Lot Line Shift and was in support of approval. Chair Morrow agreed. Attorney Gigray pointed out that the Lot Line Shift application did not require a waiver.

Motion to approve the application for Lot Line Adjustment File #P19-064.
Motion made by Commissioner Carter, Seconded by Commissioner Cosgrove.
Voting Yea: Chairman Cosgrove, Commissioner Mead, Commissioner Morrow, Commissioner Carter, Commissioner Moczygemba

File # P19-063 Planned Unit Development Conditional Use Permit and File # 20-069 Application for Waiver
The Commission discussed the Planned Unit Development Conditional Use Permit. They discussed the waiver of the 3-acre lot size for a hotel.

Commissioner Carter was in favor of granting the minimum lot size waiver and believed the hotel was an asset for the town, as it would provide a variety of public uses as opposed to a townhouse project with no public vibrancy. He felt the public objected to the scale of the building and questioned if it was size appropriate. He questioned if these developments were helping to manage growth or contributing to overgrowth? He thought the hotel was valuable to the community and did not want to lose the development. He questioned how to balance the scale of the project with the benefits derived.

Commissioner Cosgrove thought the setbacks and the gradual height increase were a good transition to the Limelight Hotel, which is larger building. She thought is was a thoughtful, beautiful project. She appreciated the sensitivity to scale, surroundings, landscaping.

Vice-Chair Mead agreed with Carter and Cosgrove. He questioned how the waivers might be ranked in importance. He thought the height was jarring and the FAR was too high. He questioned if the huge exceedances were appropriate?

Commissioner Moczygemba was bothered by the height; she thought the shape of the property presented challenges. She thought the placement was right, but the zoning was not appropriate. Her only objection was the neighbor's concerns for the west side setback.

Chair Morrow thought this project was a good fit for the property, but the stalled Auberge Hotel was negatively influencing this project. He pointed out this project is half the square footage of the Limelight Hotel. He questioned the controversy regarding the height when the Limelight Hotel is five stories and the potential Auberge is approved for 75 feet in height at River Street. He liked the changes that were made since the first renderings and that it is smaller than the other hotels.

Vice-Chair Mead agreed but thought about our small-town character with four hotels at the same intersection. He questioned the Comprehensive Plan and the future of Ketchum.

Commissioner Cosgrove felt the small-town feel is being lost. She expressed her concerns over traffic and congestion.

The Commission discussed the granting of waivers and community input. The Commission asked Staff for a comparison of the waivers granted to other hotels, including public amenities.

Commissioner Carter wanted to have good solid reasons for the decisions the Commission makes and let the community know the reason behind those decisions.

Commissioner Cosgrove also wanted to inform the public about the PUD process and how waivers are part of that process.

Attorney Gigray told the Commission an analysis of the other projects would show how decisions are made according to the Standards for a PUD. Waivers are a part of PUDs which are allowed by the Idaho Land Use Laws.

Commissioner Moczygemba was hesitant about relying too much on past decisions.

Chair Morrow reopened the floor for hearing.

Commissioner Moczygemba asked if the last three units on the 4th floor could be eliminated to reduce the impact at the highest corner of the building. Heppler explained that the mass would have to be relocated elsewhere in the building.

Motion to continue the Ketchum Boutique Hotel Re-Hearing to a Special Meeting on October 27, 2020 at 4:30 PM in the City Council Chambers.
Motion made by Chairman Cosgrove, Seconded by Commissioner Carter.
Voting Yea: Chairman Cosgrove, Commissioner Mead, Commissioner Morrow, Commissioner Carter, Commissioner Moczygemba

ADJOURNMENT

Motion to adjourn at 7:57 PM.
Motion made by Commissioner Morrow, Seconded by Vice-Chair Mead.
Voting Yea: Chairman Cosgrove, Commissioner Mead, Commissioner Morrow, Commissioner Carter, Commissioner Moczygemba

_____
Neil Morrow
Chairperson

City of Ketchum
Planning & Building

IN RE:	)	
	)	
Delong (660 N 4th Avenue) Townhome Design Review	)	**KETCHUM PLANNING AND ZONING COMMISSION FINDINGS OF FACT, CONCLUSIONS OF LAW, AND DECISION**
Date: October 13, 2020	)	
	)	
File Number: P20-051	)	

FINDINGS REGARDING APPLICATION FILED

PROJECT: Delong Townhome Design Review

FILE NUMBER: P20-051

ASSOCIATED PERMITS: Preliminary Plat 19-013, Final Plat 19-043, Building Permit 17-111, Building Permit 08-005

APPLICATION TYPE: Design Review

REPRESENTATIVE: Michael Mattias, AIA

PROPERTY OWNER: Roland Delong

LOCATION: 660 N 4th Avenue (West Ketchum Fadeaway Townhomes Subdivision: Block 1: Sublot 1)

ZONING: General Residential Low Density (GR-L) Zoning District

NOTICE: A public hearing notice for the project was mailed to all owners of property adjacent to the project site on August 26th, 2020. The public hearing notice for the Design Review application was published in the Idaho Mountain Express on August 26th, 2020. The Planning & Building Department received no public comment regarding this project.

FINDINGS REGARDING PROJECT BACKGROUND

The applicant, architect Mike Mattias representing property owner Roland Delong, has proposed a new townhome unit and detached garage located at 660 N 4th Avenue within the City's General Residential Low Density (GR-L) Zoning District in West Ketchum. The proposed detached townhome unit is 21-feet tall with a total floor area of 1,500 square feet.

480 East Ave. N. ★ P.O. Box 2315 ★ Ketchum, ID 83340 ★ main (208) 726-7801 ★ fax (208) 726-7812
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WEST KETCHUM FADEAWAY TOWNHOMES

The West Ketchum Fadeaway Townhomes Subdivision is comprised of two townhouse sublots on Lot 6 of Block 73 within Ketchum's Townsite. Sublot 2 is developed with an A-frame house, which was constructed in 1943. The property owner submitted a Demolition Permit Application to demolish the historic A-frame on April 27th, 2020. The required 60-day waiting period (KMC §15.16.040) following the publication of the notice of intent to demolish the historic building concluded on July 7th, 2020. Sublot 2 is developed with a detached townhome accessed from the Block 73 alleyway, which was constructed in 2017 (Building Permit #17-111).

In 2019, City Council approved a Final Plat to subdivide Lot 6 of Block 73 within Ketchum's Townsite into two townhouse sublots. The historic A-frame and the new home constructed in 2017 became two detached townhomes through the subdivision process. In the GR-L Zone, permitted uses include two one-family dwellings and a multi-family development containing up to two dwelling units (Footnotes 1 and 2 of KMC §17.12.020) provided that the property conforms to the 8,000-square-foot minimum lot area (KMC §17.12.030). Townhome developments in the City of Ketchum may be constructed as a single building with units separated by a party wall or may be constructed as single buildings containing single townhouse units (KMC §16.04.020).

NEIGHBORHOOD CONTEXT

All eight lots within Block 73 of Ketchum's Townsite have been subdivided to accommodate two multi-family dwelling units. These townhome developments include both detached unit configurations as well as attached units in a single duplex building separated by a party wall. The Turner Condominiums duplex, developed in 1981, neighbors the subject property to the south along 4th Avenue. The property located at the corner of 4th Avenue & 6th Street was developed with two detached dwelling units in 1964 and the lot was split prior to the City's adoption of its first subdivision ordinance in 1979 (Ordinance No. 316). The Lantern Townhomes Phased Development neighbors the subject property to the north and is developed with one detached townhome unit. Multi-family developments across the alley include the Winter Wren Townhouses subdivided in 2002, the Amkay Townhomes duplex built in 1975, the Sparto Townhomes developed in 2005, and the Foxhole Townhomes developed in 2017.

Like many areas of West Ketchum, Block 73 has an assortment of old and new homes with a range of architectural styles. Some of these developments have two identical townhomes that match in size, architectural design, and exterior materials. Other detached configurations, like the Winter Wren development, have two unique homes with different sizes and design styles.

FINDINGS REGARDING DESIGN REVIEW STANDARDS

Ketchum Municipal Code §17.96.010.A3 requires Design Review for the construction of new multi-family dwellings, including detached townhomes.

Compatibility of Design

The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures (Ketchum Municipal Code §17.96.060.E1).

Ketchum doesn't have an established design theme. Our town has grown organically overtime with an eclectic mix of styles. While the neighborhood has a broad range of residential design styles, West Ketchum is a distinct and recognizable area of town.

35-foot tall buildings with 35% building coverage have been permitted in the GR-L Zone since the City first adopted a comprehensive zoning ordinance in 1974. Despite this permitted building bulk and mass, older homes were smaller in size and scale. New development has trended towards maximizing building size to the greatest extent permitted by Ketchum's zoning regulations. The proposed townhome is similar in size and scale to older homes within the neighborhood.

West Ketchum History

The 2005 Ketchum Reconnaissance Survey of historic properties identified West Ketchum as an early settlement area and historic neighborhood:

> West Ketchum, which was originally part of the McCoy homestead during 1880's, was initially settled by families who tried to raise stock animals and sustenance gardens. When homesteaders moved out because of lack of sunlight, the area later became a summer home area. Much of West Ketchum that developed during the early 1930's to 1940's was owned by Ned Foster and referred to as "Fosterville." Soon after the advent of Sun Valley Resort by Averill Harriman, summer homes and tourists cabins such as the Wood River Motel were built in places such as the Pines, which is now a Planned Unit Development. Although most of the cabins and houses from that era have been torn down or remodeled beyond recognition, a hand full remain that retain some qualities and historic landscape features from the era of summer home development. (Walsworth and Associates, 2005 Reconnaissance Survey, Archeological and Historic Survey Report, page 21)

Exterior Materials & Colors

The elevations on Sheet 5 of the project plans note the exterior materials. The applicant has provided one colored elevation illustrating the front façade. Pictures and specifications of the proposed exterior materials have also been included in the project plans. The design utilizes natural materials and colors, like cedar siding and stone veneer, which complement the home's mountainous surroundings. The neighboring townhome on sublot 2 is also characterized by natural materials and colors. The proposed townhome on sublot 1 has a darker color palette with predominately reddish-brown stained cedar and black trim. The existing townhome on sublot 2 has a lighter color palette with gray-tinted beige stone veneer and khaki-tan stucco with dark brown vertical siding and trim. The project's materials and colors complement the surrounding neighborhood's design style. Homes in West Ketchum use natural materials and simple geometric designs characteristic of an alpine setting.

Architectural

Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness (Ketchum Municipal Code §17.96.060.F5).

The building character shall be clearly defined by use of architectural features (Ketchum Municipal Code §17.96.060.F2).

Two-story and one-story vertical elements of stone veneer provide relief from the horizontal cedar siding. The two-floors of the townhome unit are visually distinguished by the second-level balcony at the front elevation and a cedar trim band wrapping across all facades. Black aluminum-clad window and door openings, metal fascia, and the balcony's railing detail provide further relief from the horizontal cedar siding. The slight slope of the mono-pitched roof decreases the bulk of the box-

shaped building. The back wall is stark compared to the front and side elevations with only the cedar trim band, two windows, and one door opening. The existing townhome on sublot 2 is 23'-8'' tall and will block this flat façade from public view.

TABLE 1: FINDINGS REGARDING ZONING & DIMENSIONAL STANDARDS ANALYSIS

Zoning and Dimensional Standards Analysis				
Compliant			Ketchum Municipal Code Standards and Commission Findings	
Yes	No	N/A	KMC §	Standards and Commission Findings
☒	☐	☐	17.12.030	Minimum Lot Area
			Commission Findings	Required: 8,000 square feet minimum Existing (Ketchum Townsite: Block 73: Lot 6): 8,250 square feet Sublot 1 of West Ketchum Fadeaway Townhomes is 4,382 square feet.
☒	☐	☐	17.12.030	Building Coverage
			Commission Findings	BUILDING COVERAGE: The total square footage of the building foundation and all horizontal projections which constitute a "building" as defined in this section, but not including roof overhangs that are 3 feet or less or uncovered decks less than 30 inches above grade. Garages and guest homes shall be included in building coverage (KMC §17.08.020). Permitted: 35% Proposed: Sublot 1: The total building coverage proposed with the new townhome unit and detached garage is 1,540 square feet. Sublot 2: Existing building coverage on Sublot 2 is 1,281 square feet. Total: 35% (2,821 square feet building coverage/8,250 square feet lot area) The applicant has indicated the total building footprint is 1,009 square feet with 531 square feet of building coverage contributed from the roof overhangs, cantilevered balcony, and covered porch areas. The project plans submitted with the Building Permit application shall dimension all roof overhangs, the cantilevered balcony, and covered porch areas to confirm the project's total building coverage.
☒	☐	☐	17.12.030	Minimum Building Setbacks
			Commission Findings	Minimum: Front: 15 feet Side: 1 foot for every 3 feet in building height, but no less than 5 feet Rear: 15 feet

				KMC §17.128.020: Supplementary Yard Regulations A. Cornices, canopies, eaves, chimney chases or similar architectural features may extend into a required yard not more than 3 feet. H. Decks less than 30 inches in height from existing grade may be constructed to the property line. **Proposed:** Front (4th Avenue): 15' Side (N/Interior): 7' Side (S/Interior): 7' Rear (E/Block 73 Alleyway): The townhome unit on sublot 2 is setback 20' from the property line adjacent to the Block 73 alleyway. The roof eave extends 2'-8'' into the required setback from the side property lines, 4'' less than the maximum 3-feet overhang permitted by KMC §17.128.020.
☒	☐	☐	17.12.030	Building Height
			Commission Findings	**Maximum Permitted:** 35 feet **Proposed:** Townhome Unit: 21 feet Detached Garage: 10 feet
☒	☐	☐	17.125.030H	Curb Cut
			Commission Findings	**Required:** A total of 35% of the linear footage of any street frontage can be devoted to access to off street parking. **Proposed:** The applicant has proposed 18-foot wide driveway access off 4th Avenue. 33% (18-foot curb cut/55 linear feet along 4th Avenue) of the property's street frontage along 4th Avenue is used to access the detached garage. As noted in Table 3, the Fire Department requires that the driveway width to access the townhome development shall have a minimum width of 20 feet. The remaining 2 feet of driveway width required pursuant to International Fire Code shall be an all-weather driving surface capable of supporting an imposed load of at least 75,000 pounds. The final driveway configuration shall be reviewed and approved by the Streets, Fire, and Planning departments prior to issuance of a Building Permit for the project. The project plans indicate that the driveway will include concrete pavers and a snowmelt system. All right-of-way improvements,

				including the proposed driveway access, shall be reviewed and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project. The applicant shall secure a ROW Encroachment Permit for the proposed driveway pavers and snowmelt system prior to issuance of a Certificate of Occupancy for the project.
☒	☐	☐	17.125.040	Parking Spaces
			Commission Findings	Off-street parking standards apply to any new development and to any new established uses. Required: Multiple-Family Residential Dwelling Units in the GR-L Zone Units 0 to 2,000 square feet and above: 1 parking space Proposed: 2 parking spaces are provided on-site—one within the detached garage and one may be accommodated on the paver driveway.

TABLE 2: FINDINGS REGARDING DESIGN REVIEW STANDARDS ANALYSIS

Design Review Improvements and Standards (KMC §17.96.060)				
Yes	No	N/A	City Code	City Standards and *Commission Findings*
☒	☐	☐	17.96.060.A1 Streets	The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.
			Commission Findings	*The proposed detached garage will be accessed from a new 18-foot wide driveway off 4th Avenue.*
☐	☐	☒	17.96.060.A2 Streets	All street designs shall be approved by the City Engineer.
			Commission Findings	*No changes are proposed to the street design or lanes of travel within the 4th Avenue right-of-way.*
☐	☐	☒	17.96.060.B1 Sidewalks	All projects under 17.96.010(A) that qualify as a "Substantial Improvement" shall install sidewalks as required by the Public Works Department.
			Commission Findings	*While the project qualifies as a substantial improvement, sidewalks are not required to be installed along residential roads. The right-of-way next to the front property line must be improved to City standards for residential streets.* *Final civil drawings for all associated ROW improvements shall be submitted with the Building Permit application to be verified, reviewed, and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project.* *See Table 3 for comments and conditions from the City Engineer & Streets Department.*

☐	☐	☒	17.96.060.B2 Sidewalks	Sidewalk width shall conform to the City's right-of-way standards, however the City Engineer may reduce or increase the sidewalk width and design standard requirements at their discretion.
			Commission Findings	*The City does not require developers to install sidewalks along residential roads.* *The developer must improve the right-of-way next to the front property line to meet City standards for residential streets.* *Final civil drawings for all associated ROW improvements shall be submitted with the Building Permit application to be verified, reviewed, and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project. See Table 3 for review comments and conditions from the City Engineer & Streets Department.*
☐	☐	☒	17.96.060.B3 Sidewalks	Sidewalks may be waived if one of the following criteria is met: a. The project comprises an addition of less than 250 square feet of conditioned space. b. The City Engineer finds that sidewalks are not necessary because of existing geographic limitations, pedestrian traffic on the street does not warrant a sidewalk, or if a sidewalk would not be beneficial to the general welfare and safety of the public.
			Commission Findings	*The applicant is not required to install sidewalks for the new townhome unit.*
☐	☐	☒	17.96.060.B4 Sidewalks	The length of sidewalk improvements constructed shall be equal to the length of the subject property line(s) adjacent to any public street or private street.
			Commission Findings	*This standard does not apply because sidewalks are not included in the City right-of-way standards for residential roads.* *The applicant must improve the right-of-way next to the front property line along 4th Avenue to meet City standards for residential streets.*
☐	☐	☒	17.96.060.B5 Sidewalks	New sidewalks shall be planned to provide pedestrian connections to any existing or future sidewalks adjacent to the site. In addition, sidewalks shall be constructed to provide safe pedestrian access to and around a building.
			Commission Findings	*N/A. The City does not require developers to install sidewalks in residential neighborhoods.*
☐	☐	☒	17.96.060.B6 Sidewalks	The City may approve and accept voluntary cash contributions in-lieu of the above described improvements, which contributions must be segregated by the City and not used for any purpose other than the provision of these improvements. The contribution amount shall be one hundred ten percent (110%) of the estimated costs of concrete

				sidewalk and drainage improvements provided by a qualified contractor, plus associated engineering costs, as approved by the City Engineer. Any approved in-lieu contribution shall be paid before the City issues a certificate of occupancy.
			Commission Findings	*N/A. Staff does not recommend a voluntary cash contribution in-lieu of improvements for this project.*
☒	☐	☐	17.96.060.C1 Drainage	All storm water shall be retained on site.
			Commission Findings	*The drainage system must keep all storm water on the project site. The developer must install drainage improvements that meet City standards. The applicant has submitted the preliminary drainage plan on Sheet C1.0 of the project plans. The drainage plan proposes a system of drywells and catch basins.* *Prior to issuance of a Building Permit for the project, the applicant shall submit a final drainage plan indicating grading, catch basins, piping, and drywells (KMC §17.96.040.C.2b & KMC §17.96.060.C.1-4) prepared by a civil engineer licensed in the state to be submitted for review and approval by the City Engineer and Streets Department. See Table 3 for City Department comments including City Engineer and Streets Department conditions.*
☒	☐	☐	17.96.060.C2 Drainage	Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.
			Commission Findings	*See above analysis for Ketchum Municipal Code §17.96.060C1. All drainage improvements are required to meet City standards.* *All drainage improvements shall be indicated on civil plans prepared by an Idaho licensed engineer and require review and approval from the City Engineer & Streets Department prior to issuance of a Building Permit for the project.* *See Table 3 for review comments and conditions from the City Engineer & Streets Department.*
☒	☐	☐	17.96.060.C3 Drainage	The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.
			Commission Findings	*A final drainage plan prepared by a civil engineer licensed in the state of Idaho shall be submitted with the Building Permit application to be reviewed and approved by the City Engineer and the Streets Department. The City Engineer may require additional drainage improvements as necessary.*
☒	☐	☐	17.96.060.C.4 Drainage	Drainage facilities shall be constructed per City standards.
			Commission Findings	*All drainage facilities within the project site and the public right-of-way shall meet City standards. Final drainage specifications must be*

				included with the civil drawings submitted with the Building Permit application to be reviewed and approved by the City Engineer & Streets Department.
☒	☐	☐	17.96.060.D1 Utilities	All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.
			Commission Findings	*All utilities necessary for the townhome project must be improved and installed at the sole expense of the applicant. The applicant has submitted the preliminary utilities plan on Sheet C1.0 of the project plans.* *Final plans will be reviewed and approved by the Utilities Department prior to issuance of a Building Permit for the project. See Table 3 for review comments and conditions from the Utilities Department.*
☒	☐	☐	17.96.060.D2 Utilities	Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.
			Commission Findings	*All utilities within the development site shall be underground and concealed from public view. See above analysis for Ketchum Municipal Code §17.96.060D1.*
☐	☐	☒	17.96.060.D3 Utilities	When extension of utilities is necessary all developers will be required to pay for and install two (2") inch SDR11 fiber optical conduit. The placement and construction of the fiber optical conduit shall be done in accordance with city of Ketchum standards and at the discretion of the City Engineer.
			Commission Findings	*Service for high-speed internet is available to serve the new townhome unit.*
☒	☐	☐	17.96.060.E1 Compatibility of Design	The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.
			Commission Findings	*The elevations on Sheet 5 of the project plans note the exterior materials. The applicant has provided one colored elevation illustrating the front façade. Pictures and specifications of the proposed exterior materials have also been included in the project plans. The design utilizes natural materials and colors. The main material used across all facades of the townhome and garage is horizontal cedar siding stained with a natural tone. Two-story and one-story elements of stone veneer provide relief from the horizontally placed siding. The two-floors of the townhome unit are visually distinguished by the second-level balcony at the front elevation and a cedar trim band that wraps across all facades. Black aluminum-clad window and door openings, metal fascia, and the balcony's railing detail provide further relief from the horizontal cedar siding.*

				The neighboring townhome on sublot 2 is also characterized by natural materials and colors. The new townhome has a darker color palette with predominately reddish-brown stained cedar and black trim. The existing townhome has a lighter color palette with gray-tinted beige stone veneer and khaki-tan stucco with dark brown vertical siding and trim. *The project's materials and colors complement the adjacent homes and surrounding neighborhood. Homes in the surrounding neighborhood are designed with natural wood siding, colored stucco, metal standing seam roofs, stone veneer, barn wood, corrugated metal, and board and batten siding.*
☐	☐	☒	17.96.060.E2 Compatibility of Design	Preservation of significant landmarks shall be encouraged and protected, where applicable. A significant landmark is one which gives historical and/or cultural importance to the neighborhood and/or community.
			Commission Findings	*N/A. No significant landmarks of historical or cultural importance have been identified on the property.*
☐	☐	☒	17.96.060.E3 Compatibility of Design	Additions to existing buildings, built prior to 1940, shall be complementary in design and use similar material and finishes of the building being added to.
			Commission Findings	*N/A This standard does not apply because this project is new construction. The existing A-frame on the property, which was constructed in 1943, will be demolished to accommodate the new townhome unit.*
☒	☐	☐	17.96.060.F1 Architectural	Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.
			Commission Findings	*The applicant has proposed a paver walkway leading to the home's front door. The entrance to the home is covered by the second-level balcony. The one-story stone veneer element by the front door further distinguishes the entrance to the townhome.*
☒	☐	☐	17.96.060.F2 Architectural	The building character shall be clearly defined by use of architectural features.
			Commission Findings	*Building elevations are included on Sheet 5 of the project plans. Two-story and one-story elements of stone veneer provide relief from the horizontal cedar siding. The two-floors of the townhome unit are visually distinguished by the second-level balcony at the front elevation and a cedar trim band wrapping across all facades. Black aluminum-clad window and door openings, metal fascia, and the balcony's railing detail provide further relief from the horizontal cedar siding. The slight slope of the mono-pitched roof decreases the bulk of the box-shaped building.*
☒	☐	☐	17.96.060.F3 Architectural	There shall be continuity of materials, colors and signing within the project.

			Commission Findings	*The detached garage and fence match the townhome's materials and colors. The detached garage utilizes the horizontal cedar siding, metal fascia, and black aluminum-clad windows and doors. The townhome unit and detached garage have a consistent design theme with matching materials and colors.*
☒	☐	☐	17.96.060.F4 Architectural	Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.
			Commission Findings	*The detached garage utilizes the same cedar siding to match the townhome unit. The elevations indicate a 6-foot tall gate extending from the detached garage. The attached gate is noted as part of the garage wall. The project proposes a 4-foot fence that connects to this gate across the front elevation. The gate and fence are also comprised of cedar siding to match the townhome unit and detached garage.* *In the GR-L Zone, fences, hedges, and walls shall not exceed 4 ft when located less than 30 ft from the front property line and shall not exceed 6 ft in height when located more than 30 ft from the front lot line (KMC §17.124.130). This regulation applies to the freestanding fence as well as the gate extending from the garage. The applicant shall lower the height of the garage gate to 4 feet. The dimensions of the garage gate shall be indicated on the project plans submitted with the Building Permit application for final review and approval by Planning Department Staff.*
☒	☐	☐	17.96.060.F5 Architectural	Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.
			Commission Findings	*The front and side façades incorporate material differentiation and visual relief from the bulk of the rectangular-shaped building. Two-story and one-story elements of stone veneer provide relief from the horizontal cedar siding. The two-floors of the townhome unit are visually distinguished by the second-level balcony at the front elevation and a cedar trim band wrapping across all facades. Black aluminum-clad window and door openings, metal fascia, and the balcony's railing detail provide further relief from the horizontal cedar siding. The slight slope of the mono-pitched roof decreases the bulk of the box-shaped building.* *The back wall is stark compared to the front and side elevations with only the cedar trim band, two windows, and one door opening. The existing townhome on sublot 2 is 23'-8'' tall and will block this flat façade from public view.*
☒	☐	☐	17.96.060.F6 Architectural	Building(s) shall orient towards their primary street frontage.
			Commission Findings	*The townhome orients towards the primary street frontage along 4th Avenue. This front elevation provides the most visual interest with*

				architectural features, like the one-story stone veneer element, that frame the front door.
☒	☐	☐	17.96.060.F7 Architectural	Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.
			Commission Findings	*This project is a townhome development in a residential neighborhood accessed off 4th Avenue. As noted on Sheet 1 of the project plans, the garbage and recycling containers will be stored within the detached garage.* *The project plans do not indicate the installation of any satellite receivers. Any future installations of satellite receivers must be screened from public view.*
☒	☐	☐	17.96.060.F8 Architectural	Building design shall include weather protection which prevents water to drip or snow to slide on areas where pedestrians gather and circulate or onto adjacent properties.
			Commission Findings	*The second-level balcony extends beyond the front wall to cover the paver pathway leading to the front door. The flat roof form will prevent water from dripping or snow from sliding from the building. As noted on the east elevation (Sheet 5), the flat roof will be an EPDM system.*
☒	☐	☐	17.96.060.G1 Circulation Design	Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.
			Commission Findings	*The site plan (Sheet 1) indicates the project's proposed circulation system, which includes paver walkways and concrete stepping pavers. The project site is located within a residential neighborhood. The site is not contiguous to an existing pedestrian, equestrian, or bicycle access.*
☐	☐	☒	17.96.060.G2	Awnings extending over public sidewalks shall extend five (5') feet or more across the public sidewalk but shall not extend within two (2') feet of parking or travel lanes within the right of way.
			Circulation Design	*N/A. No awnings are proposed to extend across of a public sidewalk.*
☒	☐	☐	17.96.060.G3 Circulation Design	Traffic shall flow safely within the project and onto adjacent streets. Traffic includes vehicle, bicycle, pedestrian and equestrian use. Consideration shall be given to adequate sight distances and proper signage.
			Commission Findings	*The detached garage will be accessed from 4th Avenue, which is a low-traffic, residential street. Traffic is anticipated to flow safely within the project and onto 4th Avenue.* *Prior to issuance of a Building Permit for the project, the City Engineer and Streets Department shall review the civil drawings to ensure adequate sight distances for the proposed driveway access.*

☐	☒	☐	17.96.060.G4 Circulation Design	Curb cuts and driveway entrances shall be no closer than twenty (20') feet to the nearest intersection of two or more streets, as measured along the property line adjacent to the right of way. Due to site conditions or current/projected traffic levels or speed, the City Engineer may increase the minimum distance requirements.
			Commission Findings	*The project site is located approximately 100 feet from 4th Avenue's intersection with 7th Street to the north and approximately 150 feet from 4th Avenue's intersection with 6th Street to the south.* *Prior to issuance of a Building Permit for the project, the City Engineer and Streets Department shall review the civil drawings to ensure adequate sight distances for the proposed driveway access.*
☒	☐	☐	17.96.060.G5 Circulation Design	Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.
			Commission Findings	*The proposed townhome on sublot 1 will be accessed from 4th Avenue. The existing townhome unit on sublot 2 is accessed from the Block 73 alleyway. The proposed circulation design will provide unobstructed access for emergency vehicles, snowplows, and garbage trucks.*
☐	☐	☒	17.96.060.H1 Snow Storage	Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.
			Commission Findings	*In lieu of providing snow storage areas, the applicant has proposed a snowmelt system, which is permitted pursuant to KMC §17.96.060.H4. The applicant has proposed a snowmelt system for the driveway. The cantilevered deck and roof overhangs cover the pedestrian pathways. The project plans indicate a solar collector system will be installed on the roof of the detached garage to serve the snowmelt system.*
☐	☐	☒	17.96.060.H2 Snow Storage	Snow storage areas shall be provided on-site.
			Commission Findings	*See analysis for KMC §17.96.060.H1. In lieu of providing snow storage areas, the applicant has proposed a snowmelt system, which is permitted pursuant to KMC §17.96.060.H4. The applicant has proposed a snowmelt system for the driveway. The cantilevered deck and roof overhangs cover the pedestrian pathways.*
☐	☐	☒	17.96.060.H3 Snow Storage	A designated snow storage area shall not have any dimension less than five (5') feet and shall be a minimum of twenty-five (25) square feet.
			Commission Findings	*In lieu of providing snow storage areas, the applicant has proposed a snowmelt system, which is permitted pursuant to KMC §17.96.060.H4. The applicant has proposed a snowmelt system for the driveway. The cantilevered deck and roof overhangs cover the pedestrian pathways.*

☒	☐	☐	17.96.060.H4 Snow Storage	In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.
			Commission Findings	*In lieu of providing snow storage areas, the applicant has proposed a snowmelt system, which is permitted pursuant to KMC §17.96.060.H4. The applicant has proposed a snowmelt system for the driveway. The cantilevered deck and roof overhangs cover the pedestrian pathways. The project plans indicate a solar collector system will be installed on the roof of the detached garage to serve the snowmelt system.*
☒	☐	☐	17.96.060.I1 Landscaping	**Landscaping is required for all projects**.
			Commission Findings	*The landscape plan is indicated on Sheet 1 of the project plans. The proposed landscaping plan includes a row of lilacs that border the front property line, perennials, and lawn areas. All landscape materials and vegetation types shall be specified on the project plans submitted with the Building Permit application. All trees, shrubs, grasses, and perennials shall be drought tolerant.*
☒	☐	☐	17.96.060.I2 Landscaping	Landscape materials and vegetation types specified shall be readily adaptable to a site's microclimate, soil conditions, orientation and aspect, and shall serve to enhance and complement the neighborhood and townscape.
			Commission Findings	*See above analysis for KMC § 17.96.060.I1. All landscape materials and vegetation types shall be readily adaptable to the site's microclimate, soil conditions, orientation, and aspect. The landscape plan is indicated on Sheet 1 of the project plans. The proposed landscaping plan includes a row of lilacs that border the front property line, perennials, and lawn areas. All landscape materials and vegetation types shall be specified on the project plans submitted with the Building Permit application. All trees, shrubs, grasses, and perennials shall be drought tolerant.*
☒	☐	☐	17.96.060.I3 Landscaping	All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.
			Commission Findings	*The landscape plan is indicated on Sheet 1 of the project plans. The proposed landscaping plan includes a row of lilacs that border the front property line, perennials, and lawn areas. All landscape materials and vegetation types shall be specified on the project plans submitted with the Building Permit application. All trees, shrubs, grasses, and perennials shall be drought tolerant. The applicant is encouraged to select native species.*
☒	☐	☐	17.96.060.I4 Landscaping	Landscaping shall provide a substantial buffer between land uses, including, but not limited to, structures, streets and parking lots. The development of landscaped public courtyards, including trees and shrubs where appropriate, shall be encouraged.
			Commission Findings	*A row of lilacs will border the front property line along 4th Avenue to buffer the townhome from the street. The only landscaping proposed*

				in the backyard is a seeded lawn area. Pursuant to KMC § 17.96.060.I3, all grasses proposed in the lawn area shall be drought tolerant.
☐	☐	☒	17.96.060.J1 Public Amenities	Where sidewalks are required, pedestrian amenities shall be installed. Amenities may include, but are not limited to, benches and other seating, kiosks, bus shelters, trash receptacles, restrooms, fountains, art, etc. All public amenities shall receive approval from the Public Works Department prior to design review approval from the Commission.
			Commission Findings	*This standard does not apply because the applicant is not required to install sidewalks. The City does not require the installation of sidewalks in residential neighborhoods.*

Table 3: FINDINGS REGARDING CITY DEPARTMENT COMMENTS

City Department Comments
Note: City Department comments are preliminary. All City Departments shall review and approve the project through the Building Permit application process. All comments pertaining to the Design Review drawings are subject to change. All right-of-way improvements shall be reviewed and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project. All City Department requirements and associated specifications for the required improvements must be verified, reviewed, and approved prior to issuance of a Building Permit for the project.
Fire Department: • It is the General Contractor's responsibility to understand and adhere to all Fire Protection Ordinance #1125 requirements in addition to any and all other City of Ketchum requirements in effect at the time of Building Permit issuance. Failure to comply with all local ordinances and codes may result in project work stoppage as well as criminal penalties. • The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances. • Approved address numbers shall be placed in such a position to be plainly visible and legible from the road fronting the property. Numbers and letters shall be a minimum of four (4) inches tall, contrast with their background and be positioned a minimum of forty-eight (48) inches above final grade. • Vehicle parking and material storage during construction shall not restrict or obstruct public streets or access to any building. A minimum twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times. • If a monitored fire detection system Is installed, it meet all standards required per City of Ketchum Ordinance #1125 (www.ketchumfire.org) and the requirements of NFPA 72. Two (2) sets of alarm system plans shall be submitted to the Ketchum Fire Department for approval and a permit is required prior to installation of alarm systems. Inspections of fire detection systems by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance. An approved key box shall be installed, with the appropriate keys, for emergency fire department access in a location

approved by the fire department. The key box shall be a Knox box brand and sized to accommodate keys to every door of the project.

- An approved access roadway per 2012 International Fire Code Appendix D (www.ketchumfire.org) shall be installed prior to any combustible construction on the site. The road shall be a minimum of twenty (20) feet in width and capable of supporting an imposed load of at least 75,000 pounds. The road must be an all-weather driving surface maintained free, clear, and unobstructed at all times. Grades shall not exceed 7%. Dead end access roadways exceeding 150 feet in length shall be provided with an approved turnaround. Gates, if installed, are required to be siren activated for emergency vehicle access.
- Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building.
- Spark arresters are required on all solid fuel burning appliance chimneys to reduce potential fires from burning embers.
- Inspections of Fire Department permit required installations shall be scheduled at least 48 hours in advance.
- Final inspections of all Fire Department permit required installations by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance. A Final Inspection Checklist can be found at www.ketchumfire.org.
- Fire Department requirements and associated specifications for the required improvements must be verified, reviewed, and approved prior to issuance of a Building Permit for the project.

City Engineer & Streets Department:

- Pursuant to KMC §17.96.060.C.1, all storm water drainage shall be retained on site.
- All construction for the project must comply with the standards set forth in Ketchum Municipal Code, Chapter 15.06 Construction Activity Standards. The applicant shall submit a Construction Activity Plan addressing all applicable activities including excavation, material storage and deliveries, screening, and site clean-up (KMC §15.06.030) to be reviewed and approved by the Building Department prior to issuance of a Building Permit for the project. Pursuant to KMC §15.06.030.A.2, the applicant shall provide notice of the project, construction schedule, and general contractor's contact information to all neighbors with properties adjacent to the project site.
- The design shall meet all applicable sections of Chapter 12 of Ketchum Municipal Code including design criteria for private driveways (KMC §12.04.030.L).
- The public right-of-way adjacent to the subject property shall be improved to the City's right-of-way standards for local-residential street ROWs. Material within the first eight (8) feet from the edge of asphalt shall be (1) distinct from the driveway in order to visually appear to be available for parking, (2) pervious and permeable to enhance drainage, and (3) the surface must allow for vehicle parking and be consistent along the entire property frontage. No live plant materials or obstructions, such as boulder or berms, are permitted within the first 8 ft from the edge of asphalt.
- Final civil drawings for all associated ROW improvements shall be submitted with the Building Permit application to be verified, reviewed, and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project.
- The project plans indicate that the driveway will include concrete pavers and a snowmelt system. All right-of-way improvements, including the proposed driveway access, shall be reviewed and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for

the project. The applicant shall secure a ROW Encroachment Permit for the proposed driveway pavers and snowmelt system prior to issuance of a Certificate of Occupancy for the project.

- The use of City right-of-way for construction including the closure of adjacent streets or sidewalks requires a Temporary Use of Right-of-Way Permit ("TURP").
- City Engineer & Streets Department requirements and associated specifications for the required improvements must be verified, reviewed, and approved prior to issuance of a Building Permit for the project.

Utilities:

- The property is served by existing connections to the municipal sewer and water system off 4th Avenue.
- Requirements and specifications for the water and sewer connections will be verified, reviewed, and approved by the Utilities Department prior to issuance of a Building Permit for the project.

Building:

- The building must meet the 2012 International Building Code and Title 15 Buildings and Construction of Ketchum Municipal Code.
- Building Department requirements and associated specifications for the required improvements must be verified, reviewed, and approved prior to issuance of a Building Permit for the project.

Planning and Zoning:

Comments are denoted throughout Tables 1 and 2.

CONCLUSIONS OF LAW

1. The City of Ketchum is a municipal corporation established in accordance with Article XII of the Constitution of the State of Idaho and Title 50 Idaho Code and is required and has exercised its authority pursuant to the Local Land Use Planning Act codified at Chapter 65 of Title 67 Idaho Code and pursuant to Chapters 3 and 9 of Title 50 Idaho Code to enact the ordinances and regulations, which ordinances are codified in the Ketchum Municipal Code ("KMC") and are identified in the Findings of Fact and which are herein restated as Conclusions of Law by this reference and which City Ordinances govern the applicant's Design Review Application for the development and use of the project site.

2. The Commission has authority to hear the applicant's Design Review Application pursuant to Chapter 17.96 of Ketchum Code Title 17.

3. The City of Ketchum Planning Department provided adequate notice for the review of this application.

4. The Design Review application is governed under Ketchum Municipal Code Chapters 17.96, 17.124, 17.08, 17.12, 17.18, and 17.128.

5. The Design Review application for the Delong Townhome meets the standards of approval under Title 17 of Ketchum Municipal Code subject to conditions of approval.

DECISION

THEREFORE, the Ketchum Planning and Zoning Commission approves this Design Review application this Tuesday, September 15th, 2020 subject to the following conditions:

CONDITIONS OF APPROVAL

1. This Design Review approval is subject to all comments and conditions as described in Tables 1, 2, and 3.
2. This Design Review approval is based on the plans and information presented and approved at the meeting on the date noted herein. Building Permit plans for all on-site improvements must conform to the approved Design Review plans unless otherwise approved in writing by the Planning and Zoning Commission or Administrator. Any building or site discrepancies which do not conform to the approved plans will be subject to removal.
3. All governing ordinances, requirements, and regulations of the Fire Department (2012 International Fire Code and local Fire Protection Ordinance No.1125), Building Department (2012 International Building Code, the 2012 International Residential Code, and Title 15 of Ketchum Municipal Code), Utilities Department, Street Department (Title 12 of Ketchum Municipal Code), and the City Engineer shall be met prior to Certificate of Occupancy.

4. The applicant shall submit final civil drawings prepared by an engineer registered in the State of Idaho to include specifications for the ROW, utilities, and drainage improvements to be reviewed and approved by the City Engineer, Streets, and Utilities departments prior to issuance of a Building Permit for the project.
5. The term of Design Review approval shall be twelve (12) months from the date that the Findings of Fact, Conclusions of Law, and Decision are adopted by the Commission or upon appeal, the date the approval is granted by the Council subject to changes in zoning regulations (KMC §17.96.090).
6. All Design Review elements shall be completed prior to issuance of a Certificate of Occupancy for the building.
7. All exterior lighting on the property shall comply with Ketchum Municipal Code, Chapter 17.132, Dark Skies, and will be inspected by Planning Staff and approved prior the issuance of a Certificate of Occupancy for the building.
8. Prior to issuance of a Building Permit for the project, the applicant shall submit a construction management plan, which addresses each of the standards as set forth in Ketchum Municipal Code, Chapter 15.06 Construction Activity Standards.
9. In addition to the requirements set forth in this Design Review approval, this project shall comply with all applicable local, state, and federal laws.
10. The applicant shall submit a Lot Line Shift application for review and approval by the Ketchum City Council to amend the building footprint recorded to sublot 1 of the West Ketchum Fadeaway Townhomes Subdivision Plat to reflect the new townhome unit and detached garage. The plat map amending the building footprint shall be recorded prior to issuance of a Certificate of Occupancy for the townhome development.

Findings of Fact adopted this 13th day of October 2020.

Neil Morrow, Chair
City of Ketchum
Planning and Zoning Commission

City of Ketchum
Planning & Building

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
REGULAR MEETING OF TUESDAY, OCTOBER 13TH, 2020

PROJECT: Waddell-Roush Townhouse Preliminary Plat

FILE NUMBER: P20-058

ASSOCIATED PERMITS: P20-031 (Design Review), P20-061 (Lot Line Shift), B20-079 (Building Permit)

OWNER: Douglas and Stacey Waddell

REPRESENTATIVE: Benchmark Associates

REQUEST: Preliminary Plat to plat the two (2) dwelling units located within the residential structure currently under construction into townhouse units.

LOCATION: 3020 Warm Springs Road (Willis Condominiums No. 2 Amended)

NOTICE: Notice was mailed to political subdivisions and property owners within a 300' radius of the subject property on August 26, 2020 and was published in the Idaho Mountain Express on August 26, 2020. At the Commission's September 15th, 2020 meeting the hearing was continued to October 13th, 2020.

ZONING: General Residential – Low Density (GR-L)

OVERLAY: None

REVIEWER: Brittany Skelton, Senior Planner

ATTACHMENTS:

A. Application
B. Preliminary Plat dated October 2020
C. Draft Findings of Fact and Conclusions of Law

BACKGROUND

The subject property, 3020 Warm Springs Road, is owned by Douglas and Stacey Waddell. Design Review approval and a Building Permit for the construction of a new 2-unit residential structure were granted by the City in 2020. Previously, a 2-unit condominium building occupied the site; the condominium plat was vacated earlier in the spring of 2020 and the condominium building was demolished during the summer of 2020. The building permit for the new 2-unit building was issued on September 11, 2020 and the building is currently under construction.

The building was designed with the intent of platting the two residential units into townhomes so that each unit could be owned separately. The Preliminary Plat before the Commission is the first step in the action of platting the building into townhouse units.

After a public hearing and review and a recommendation of approval by the Commission the Preliminary Plat will be forwarded to City Council for a public hearing, review, and approval. After the building is completed (as evidenced by the city's issuance of a Certificate of Occupancy) Council may review and approve the Final Plat.

No out-of-the ordinary conditions of approval are recommended by staff for this Preliminary Plat. All requirements of the zoning code and other chapters of the municipal code were vetted through the Design Review and Building Permit processes. All special conditions imposed during those processes remain in effect and where applicable requirements, such as easements, have been incorporated into the Preliminary Plat.

PUBLIC COMMENT

No public comment has been received. Any public comment received after publication of the staff report will be forwarded to the Commission and included in the record.

OVERVIEW –TOWNHOUSE PLATTING PROCESSS

The first step in the Townhouse Plat process is to receive review and recommendation by the Commission for the Preliminary Plat. After the Commission's review and recommendation, the Plat is forwarded to City Council for a public hearing, review, and approval. After the Council's approval of the Preliminary Plat a Final Plat may be submitted. Since this is a townhouse plat the Final Plat should be submitted when the building is nearing completion. If the Final Plat conforms to the Preliminary Plat the Council will approve the Final Plat. The Final Plat will not be signed and recorded until a Certificate of Occupancy for the building has been issued.

Table 1: City Department Comments

City Department Comments				
Compliant				
Yes	**No**	**N/A**		

☒	☐	☐	**City Department Comments**	**Utilities:** • No comment at this time.
				Fire Department: • No comment at this time.
				Engineering and Streets: • No comment at this time.
				Planning and Zoning: • See comments throughout staff report.

Table 2: Preliminary Plat Requirements for All Projects and Condominium Preliminary Plats

Please see **Attachment C: Draft Findings of Fact, Conclusions of Law, and Decision** for analysis of all preliminary plat development standards.

STAFF RECOMMENDATION

Staff recommends that the Planning and Zoning Commission recommend approval of the Waddlell-Roush Townhouse Preliminary Plat to the City Council, subject to conditions 1-7 below. Staff also recommends approving the Findings of Fact and Conclusions of Law that are attached as Attachment C as presented.

RECOMMENDEDMOTION

"I MOVE TO RECOMMEND APPROVAL TO THE CITY COUNCIL OF THE WADDELL-ROUSH PRELIMINARY PLAT, WITH CONDITIONS 1-7, AND TO APPROVE THE FINDINGS OF FACT, CONCLUSIONS OF LAW, AND DECISION AS DRAFTED AND INCLUDED WITH THE STAFF REPORT AS ATTACHMENT C."

RECOMMENDED CONDITIONS

1. All governing ordinances, requirements, and regulations of the Fire Department (2012 International Fire Code and local Fire Protection Ordinance No.1125), Building Department (2012 International Building Code, the 2012 International Residential Code, and Title 15 of Ketchum Municipal Code), Utilities Department, Street Department (Title 12 of Ketchum Municipal Code), and the City Engineer shall be met prior to Certificate of Occupancy.
2. This preliminary plat approval is subject to Building Permit 20-079 and Design Review approval P20-031. All conditions of approval shall apply.
3. The recorded plat shall show a minimum of two Blaine County Survey Control Monuments with ties to the property and an inverse between the two monuments. The Survey Control Monuments shall be clearly identified on the face of the map.
4. An electronic CAD file shall be submitted to the City of Ketchum prior to final plat signature by the City Clerk. The electronic CAD file shall be submitted to the Blaine County Recorder's office concurrent with the recording of the Plat containing the following minimum data:
    a. Line work delineating all parcels and roadways on a CAD layer/level designated as "parcel";
    b. Line work delineating all roadway centerlines on a CAD layer/level designated as "road"; and,
    c. Line work that reflects the ties and inverses for the Survey Control Monuments shown on the face of the Plat shall be shown on a CAD layer/level designated as "control"; and,

d. All information within the electronic file shall be oriented and scaled to Grid per the Idaho State Plane Coordinate System, Central Zone, NAD1983 (1992), U.S. Survey Feet, using the Blaine County Survey Control Network. Electronic CAD files shall be submitted in a ".dwg", ".dgn" or ".shp" format and shall be submitted digitally to the City on a compact disc. When the endpoints of the lines submitted are indicated as coincidental with another line, the CAD line endpoints shall be separated by no greater than 0.0001 drawing units.

5. The applicant shall provide a copy of the recorded final plat to the Department of Planning and Building for the official file on the application.
6. The Townhouse Declaration shall be simultaneously recorded with the Final Plat. The developer shall submit a final copy of the document to the Planning & Building Department and file such document prior to recordation of the final plat. The City will not now, nor in the future, determine the validity of the Townhouse Declaration.
7. Failure to record a Final Plat within two (2) years of Council's approval of a Preliminary Plat shall cause the Preliminary Plat to be null and void.

ATTACHMENTS:

A. Application
B. Preliminary Plat dated October 2020
C. Draft Findings of Fact and Conclusions of Law

Attachment A.
Application

City of Ketchum
Planning & Building

OFFICIAL USE ONLY	
Application Number:	P20-058
Date Received:	7-10-20
By:	MP
Fee Paid:	1050-
Approved Date:	
By:	

Subdivision 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.

APPLICANT INFORMATION			
Name of Proposed Subdivision: Waddell/Roush Townhomes			
Owner of Record: Doug & Stacey Waddell			
Address of Owner: 13 Central Way, Suite C, Kirkland, WA 98033			
Representative of Owner: Garth McClure, Benchmark Associates			
Legal Description: Wills Condominiums No. 2			
Street Address: 3020 Warm Springs Road			
SUBDIVISION INFORMATION			
Number of Lots/Parcels: 2			
Total Land Area: Sublot 1: +/- 5511 SF Sublot 2: +/-5476 SF			
Current Zoning District: GR-L			
Proposed Zoning District: GR-L			
Overlay District: N/A			
TYPE OF SUBDIVISION			
Condominium ☐	Land ☐	PUD ☐	Townhouse ■
Adjacent land in same ownership in acres or square feet:			
Easements to be dedicated on the final plat: Existing 10' waterline, 7.5' utility & common well site esmts.			
Briefly describe the improvements to be installed prior to final plat approval: 2 townhouse units, paved driveways			
ADDITIONAL INFORMATION			
All lighting must be in compliance with the City of Ketchum's Dark Sky Ordinance One (1) copy of Articles of Incorporation and By-Laws of Homeowners Associations and/or Condominium Declarations One (1) copy of current title report and owner's recorded deed to the subject property One (1) copy of the preliminary plat All files should be submitted in an electronic format.			

Applicant agrees in the event of a dispute concerning the interpretation or enforcement of the Subdivision Application in which the City of Ketchum is the prevailing party to pay reasonable attorney's fees and costs, including fees and costs of appeal for the City of Ketchum. 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.

Garth McClure 6.4.20

Applicant Signature Date

Attachment B.
Preliminary Plat dated October 2020

G:\BMA\Wills condominiums no. 1 & no. 2\wills condominiums no. 2\2003 Topo\20003PRE-REV.dwg, 10/8/2020 4:33:15 PM, DWG To PDF.pc3

WADDELL/ROUSH TOWNHOMES

LOCATED WITHIN: SECTIONS 11 & 14, TOWNSHIP4 NORTH, RANGE 17 EAST, B.M., CITY OF KETCHUM, BLAINE COUNTY, IDAHO

A TOWNHOUSE SUBDIVISION OF WILLS CONDOMINIUMS, NO. 2.

OCTOBER 2020

PRELIMINARY PLAT

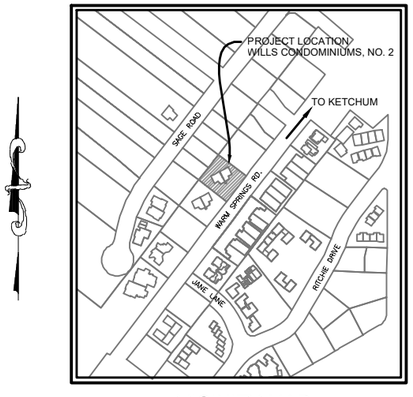
SURVEYOR NARRATIVE & NOTES

1. THE PURPOSE OF THIS PLAT IS TO REPLAT WILLS CONDOMINIUMS NO. 2 INTO TOWNHOMES AS SHOWN. BOUNDARYLINES ARE BASED ON FOUND MONUMENTS AND THE RECORDED PLAT OF WILLS CONDOMINIUMS NO. 2, INSTRUMENT NO. 271407, RECORDS OF BLAINE COUNTY, IDAHO. ALL FOUND MONUMENTS WERE ACCEPTED AS EITHER ORIGINAL, OR REPLACEMENTS OF ORIGINAL CORNERS.
2. EXCEPT AS SPECIFICALLY STATED OR DEPICTED ON THIS MAP, THIS SURVEY DOES NOT PURPORT TO REFLECT ANY OF THE FOLLOWING WHICH MAY BE APPLICABLE TO THE SUBJECT OF REAL PROPERTY: NATURAL HAZARDS, ENCROACHMENTS, WETLANDS, EASEMENTS, BUILDING SETBACKS, RESTRICTIVE COVENANTS, SUBDIVISION RESTRICTIONS, ZONING OR ANY OTHER LAND-USE REGULATIONS. AN INDEPENDENT TITLE SEARCH HAS NOT BEEN PERFORMED BY THE SURVEYOR FOR THIS PROJECT.
3. ALL TOWNOUSE OWNERS SHALL HAVE MUTUAL RECIPROCAL EASEMENTS FOR EXISTING AND FUTURE PUBLIC AND PRIVATE UTILITIES INCLUDING, BUT NOT LIMITED TO, WATER, CABLE TV, SEWER, NATURAL GAS, TELEPHONE, AND ELECTRIC LINES OVER, UNDER AND ACROSS THEIR TOWNHOUSE SUBLOTS AND COMMON AREA FOR THE REPAIR, MAINTENANCE AND REPLACEMENT THEREOF.
4. THE TOWNHOME DECLARATION AND PARTY WALL AGREEMENT FOR WADDELL/ROUSH TOWNHOMES ARE RECORDED AS INST. NO. _____, RECORDS OF BLAINE COUNTY, IDAHO.
5. THE CURRENT ZONING IS GENERAL RESIDENTIAL LOW DENSITY (GR-L). REFER TO THE CITY OF KETCHUM ZONING CODE FOR MORE INFORMATION ABOUT THIS ZONE.
6. A MUTUAL RECIPROCAL DRIVEWAY ACCESS EASEMENT TO BENEFIT SUBLOTS 1 & 2 IS GRANTED AS SHOWN HEREON.
7. A WELL AGREEMENT EXISTS PER INST. NO. 276908.
8. ELEVATIONS BASED ON NAVD 88 (GEOID03) DATUM.
9. SEE CIVIL AND ARCHITECTURAL PLANS FOR WATER, SEWER & DRAINAGE DETAILS.

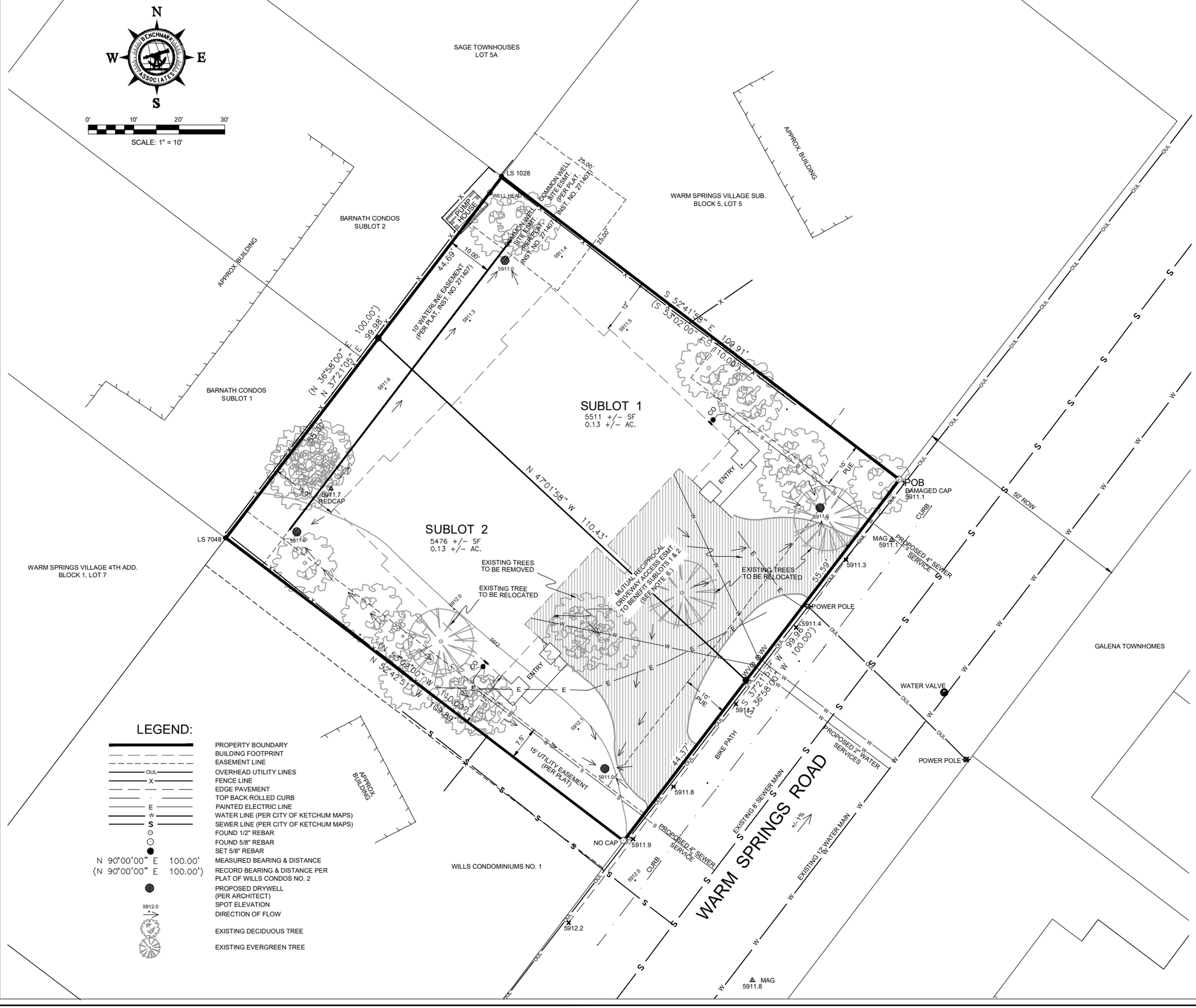
HEALTH CERTIFICATE

Sanitary restrictions as required by Idaho Code Title 50, Chapter 13, have been satisfied. Sanitary restrictions may be reimposed, in accordance with Idaho Code Title 50, Chapter 13, Section 50-1326, by the issuance of a certificate of disapproval.

Date:_____ _____
South Central Public Health District, REHS



VICINITY MAP
NOT TO SCALE



PROFESSIONAL LAND SURVEYOR LICENSED 13764 10-08-2020 STATE OF IDAHO LARRY JONES

BENCHMARK ASSOCIATES

WADDELL/ROUSH TOWNHOMES

LOCATED WITHIN:
SECS. 11 & 14, TOWNSHIP 4 NORTH, RANGE 17 EAST, B.M., CITY OF KETCHUM, BLAINE COUNTY, IDAHO

PREPARED FOR: DOUG & STACY WADDELL
13 CENTRAL WAY, SUITE C, KIRKLAND, WA 98

PROJECT NO. 20003	DWG BY: DWS/CPL	20003PRE.DW
PRELIMINARY PLAT	DATE: 10-08-2020	SHEET: 1 OF

Attachment C.
Draft Findings of Fact and Conclusions of Law

City of Ketchum
Planning & Building

IN RE:	)	
	)	
Waddell/Roush Townhomes Subdivision	)	**KETCHUM PLANNING AND ZONING COMMISSION**
Preliminary Plat	)	**FINDINGS OF FACT, CONCLUSIONS OF LAW, AND**
Date: October 13th, 2020	)	**DECISION**
	)	
File Number: 20-058	)	

PROJECT: Waddell/Roush Townhomes

FILE NUMBER: P20-058

APPLICANT/OWNER: Douglas and Stacey Waddell

REPRESENTATIVE: Benchmark Associates

REQUEST: Preliminary Plat for a two-unit detached townhome development that previously received Design Review approval (P20-031)

ASSOCIATED PERMITS: P20-031 (Design Review), P20-061 (Lot Line Shift), B20-079 (Building Permit)

LOCATION: 3020 Warm Springs Road (Wills Condominium No. 2 Amended)

ZONING: General Residential – Low Density (GR-L)

OVERLAY: None

NOTICE: Notice was mailed to political subdivisions and property owners within a 300' radius of the subject property on August 26, 2020 and was published in the Idaho Mountain Express on August 26, 2020. At the Commission's September 15th, 2020 meeting the hearing was continued to October 13th, 2020.

FINDINGS OF FACT

1. The applicant is requesting Preliminary Plat approval for a two-unit attached townhome development. The subject property, 3020 Warm Springs Road (Wills Condominium No. 2 Amended), is located within the City's General Residential Low Density (GR-L) Zoning District.

2. Previously, a two-unit condominium building, the Wills Condominium No. 2 development, occupied the site. In 2020 the condominium plat was vacated via the Readjustment of Lot Lines procedure (P20-61). The property owners proceeded to receive Design Review (P20-031) and Building Permit (B20-079) approval for a new two-unit residential building; the building was designed with the intent to be platted into individual townhouse units located on individual townhouse sublots. After issuance of the Building Permit for the new structure the prior structure was demolished.

480 East Ave. N. ★ P.O. Box 2315 ★ Ketchum, ID 83340 ★ main (208) 726-7801 ★ fax (208) 726-7812
facebook.com/CityofKetchum ★ twitter.com/Ketchum_Idaho ★ **www.ketchumidaho.org**

3. The new building is currently under construction and the property owner has now applied for a preliminary plat to subdivide the property located at 3020 Warm Springs Road into two townhouse sublots (Waddell-Roush Townhomes: Sublots 1 and 2). The subdivision platting action will make the two townhouse sublots eligible for individual sale.

4. The townhome development has been evaluated for conformance with zoning, Design Review, and all other applicable life safety codes through the Design Review and Building Permit review processes and the project complies with all applicable standards and regulations. Review of this application is limited to the Preliminary Plat standards of evaluation for townhome developments.

5. The Planning & Zoning Commission reviewed the Waddell-Roush Townhouse Subdivision Preliminary Plat, held a public hearing, and recommended approval of the application to the City Council on October 13th, 2020

Table 1: City Department Comments

City Department Comments			
Compliant			
Yes	**No**	**N/A**	**City Standards and *City Department Comments***
☒	☐	☐	**Fire:** *No comment.*
☒	☐	☐	**City Engineer and Streets Department:** *No comment.*
☒	☐	☐	**Utilities:** *No comment.*
☒	☐	☐	**Building:** *No coment.*
☒	☐	☐	**Planning and Zoning:** *Comments are denoted throughout the Tables 2 & 3.*

Table 2: Townhouse Plat Requirements

Townhouse Plat Requirements				
Compliant			**Standards and Planning and Zoning Commission Findings**	
Yes	**No**	**N/A**	**City Code**	**City Standards and *Planning and Zoning Commission Findings***
☒	☐	☐	**16.04.080.B**	**Townhouse Owners' Documents: The subdivider of the townhouse project shall submit with the preliminary plat application a copy of the proposed party wall agreement and any proposed document(s) creating an association of owners of the proposed townhouse sublots, which shall adequately provide for the control and maintenance of all commonly held facilities, garages, parking and/or open spaces. Prior to final plat approval, the subdivider shall submit to the city a final copy of such documents and shall file such documents prior to recordation of the plat, which shall reflect the recording instrument numbers.**
			Findings	*The applicant has submitted the draft Townhouse Declaration for the project. The developer shall submit a final copy of the document to the Planning & Building Department and file such document prior to recordation of the final plat.*

☒	☐	☐	**16.04.080.C.1**	**Preliminary Plat Procedure: Townhouse developments shall be administered consistent with the procedures and design and development regulations established in §16.04.030 and §16.04.040 and the standards of this subsection.** **All townhouse developments shall be platted under the procedures contained in the subdivision ordinance in effect and shall be required to obtain design review approval prior to building permit issuance.**
			Findings	*In 2020, the project received Design Review approval under the procedural regulations in place at the time. A Building Permit was issued for the townhome development in 2020.*
☒	☐	☐	**16.04.080.C.2**	**The subdivider may apply for preliminary plat approval from the commission pursuant to subsection 16.04.030D of this chapter at the time application is made for design review approval pursuant to title 17, chapter 17.96 of this code. The commission may approve, deny or conditionally approve such preliminary plat upon consideration of the action taken on the application for design review of the project.**
			Findings	*The Commission approved Design Review for this development prior to hearing the Preliminary Plat application.*
☒	☐	☐	**16.04.080.C.3**	**The preliminary plat, other data, and the commission's findings may be transmitted to the council prior to commencement of construction of the project under a valid building permit issued by the City. The council shall act on the preliminary plat pursuant to subsection 16.04.030E and F of this chapter.**
			Findings	*A Building Permit was issued for the project in 2020 and the townhomes are currently under construction.*
☐	☐	☒	**16.04.080.C.4**	**4. In the event a phased townhouse development project is proposed, after preliminary plat is granted for the entirety of a project, the final plat procedure for each phase of a phased development project shall follow §16.04.030.G and comply with the additional provisions of §16.04.110 of this code.**
			Findings	*N/A as the applicant has not proposed phasing for this development project. The developer is constructing the townhomes concurrently as the two townhouses are located within the same building and share a party wall.*
☒	☐	☐	**16.04.080.D**	**D. Final Plat Procedure:** **1. The final plat procedure contained in subsection 16.04.030G of this chapter shall be followed. However, the final plat shall not be signed by the city clerk and recorded until the townhouse has received either:** **a. A certificate of occupancy issued by the city of Ketchum for all structures in the townhouse development and completion of all design review elements as approved by the planning and zoning administrator; or** **b. Signed council approval of a phased development project consistent with §16.04.110 herein.** **2. The council may accept a security agreement for any design review elements not completed on a case by case basis pursuant to title 17, chapter 17.96 of this code.**
			Findings	*The applicant shall follow the final plat procedure upon completion of construction.*
☒	☐	☐	**16.04.080.E.1**	**E. Required Findings: In addition to all Townhouse Developments complying with the applicable provisions of Title 17 and this Subdivision Chapter (§16.04), the Administrator shall find that**

				All Townhouse Developments, including each individual sublot, shall not exceed the maximum building coverage requirements of the zoning district.
			Findings	*This standard has been met and was verified for compliance during Building Permit review and approval.*
☒	☐	☐	**16.04.080.E.2**	**Garage: All garages shall be designated on the preliminary and final plats and on all deeds as part of the particular townhouse units. Detached garages may be platted on separate sublots; provided, that the ownership of detached garages is tied to specific townhouse units on the townhouse plat and in any owner's documents, and that the detached garage(s) may not be sold and/or owned separate from any dwelling unit(s) within the townhouse development.**
			Findings	*Each unit has a garage and both garages are entirely contained within the structure and are located on each respective townhouse sublot.*
☒	☐	☐	**16.04.080.E.3**	**General Applicability: All other provisions of this chapter and all applicable ordinances, rules and regulations of the city and all other governmental entities having jurisdiction shall be complied with by townhouse subdivisions. (Ord. 1061 § 3, 2009: Ord. 879 § 4, 2001: Ord. 460 § 2, 1987)**
			Findings	*This townhouse subdivision will comply with all applicable local, state, and federal ordinances, rules, and regulations.*

Table 3: Preliminary Plat Requirements (all subdivisions)

Preliminary Plat Requirements				
Compliant			**Standards and Planning and Zoning Commission Findings**	
Yes	**No**	**N/A**	**City Code**	**City Standards and *Planning and Zoning Commission Findings***
☒	☐	☐	**16.04.030.C.1**	**The subdivider shall file with the administrator copies of the completed subdivision application form and preliminary plat data as required by this chapter.**
			Findings	*The application has been reviewed and determined to be complete.*
☒	☐	☐	**16.04.030.J**	**Application and Preliminary Plat Contents: The preliminary plat, together with all application forms, title insurance report, deeds, maps, and other documents reasonably required, shall constitute a complete subdivision application. The preliminary plat shall be drawn to a scale of not less than one inch equals one hundred feet (1" = 100') and shall show the following:**
			Findings	*All required materials for the Preliminary Plat application have been submitted.*
☒	☐	☐	**16.04.030.I.1**	**The scale, north point and date.**
			Findings	*This standard has been met. The preliminary plat contains a scale, north point, and date.*
☒	☐	☐	**16.04.030.J.2**	**The name of the proposed subdivision.**
			Findings	*This standard has been met. The name of the proposed subdivision is Waddell/Roush Townhomes.*
☒	☐	☐	**16.04.030.J.3**	**The name and address of the owner of record, the subdivider, and the engineer, surveyor, or other person preparing the plat.**
			Findings	*This information has been provided on the application form and indicated on the Preliminary Plat.*
☒	☐	☐	**16.04.030.J.4**	**Legal description of the area platted.**
			Findings	*This standard has been met.*

☒	☐	☐	**16.04.030.J.5**	**The names and the intersecting boundary lines of adjoining subdivisions and parcels of property.**
			Findings	*This standard has been met. The Warm Springs Village Sub. Block 5, Lot 5, Galena Townhomes, Wills Condominiums No. 1, Sage Townhouses Lot 5A, Barnath Condos, and Warm Springs Village 4th Addition, Block 1, Lot 7 properties and their boundary lines are identified on the Preliminary Plat.*
☐	☐	☒	**16.04.030.J.6**	**A contour map of the subdivision with contour lines and a maximum interval of two feet (2') to show the configuration of the land based upon the United States geodetic survey data, or other data approved by the city engineer.**
			Findings	*This standard is not applicable to the subdivision of an existing lot into two townhouse sublots.*
☒	☐	☐	**16.04.030.J.7**	**The scaled location of existing buildings, water bodies and courses and location of the adjoining or immediately adjacent dedicated streets, roadways and easements, public and private.**
			Findings	*The features present in the vicinity, existing buildings, streets, and easements, are indicated.*
☒	☐	☐	**16.04.030.J.8**	**Boundary description and the area of the tract.**
			Findings	*This boundary description and the area of the tract are noted on the Preliminary Plat.*
☒	☐	☐	**16.04.030.J.9**	**Existing zoning of the tract.**
			Findings	*The property is within the GR-L Zoning District. Plat note #5 references the zoning district.*
☒	☐	☐	**16.04.030.J.10**	**The proposed location of street rights of way, lots, and lot lines, easements, including all approximate dimensions, and including all proposed lot and block numbering and proposed street names.**
			Findings	*This standard has been met. No new streets are proposed. The sublot lines and dimensions are indicated on the preliminary plat.*
☒	☐	☐	**16.04.030.J.11**	**The location, approximate size and proposed use of all land intended to be dedicated for public use or for common use of all future property owners within the proposed subdivision.**
			Findings	*No land for common or public use is required or proposed.*
☒	☐	☐	**16.04.030.J.12**	**The location, size and type of sanitary and storm sewers, water mains, culverts and other surface or subsurface structures existing within or immediately adjacent to the proposed sanitary or storm sewers, water mains, and storage facilities, street improvements, street lighting, curbs, and gutters and all proposed utilities.**
			Findings	*The plat indicates the proposed locations of all utilities service the townhome development. No street infrastructure improvements are proposed with this project.*
☐	☐	☒	**16.04.030.J.13**	**The direction of drainage, flow and approximate grade of all streets.**
			Findings	*N/a as no new streets are proposed.*
☒	☐	☐	**16.04.030.J.14**	**The location of all drainage canals and structures, the proposed method of disposing of runoff water, and the location and size of all drainage easements, whether they are located within or outside of the proposed plat.**
			Findings	*Civil drawings for the drainage improvements were reviewed and approved with the Building Permit application.*
☒	☐	☐	**16.04.030.J.15**	**Vicinity map drawn to approximate scale showing the location of the proposed subdivision in reference to existing and/or proposed arterials and collector streets.**
			Findings	*This application subdivides a platted lot into two townhouse sublots. The original*

				subdivision's plat, Wills Condominiums No. 2, serves as the vicinity map.
☐	☐	☒	**16.04.030.J.16**	**The boundaries of the floodplain, floodway and avalanche overlay district shall also be clearly delineated and marked on the preliminary plat or a note provided if the entire project is in the floodplain, floodway or avalanche overlay district.**
			Findings	*N/A. The property is not currently mapped to be in the floodplain/floodway. The property is not within the avalanche overlay.*
☐	☐	☒	**16.04.030.J.17**	**Building envelopes shall be shown on each lot, all or part of which is within a floodway, floodplain, or avalanche zone; or any lot that is adjacent to the Big Wood River, Trail Creek, or Warm Springs Creek; or any lot, a portion of which has a slope of twenty five percent (25%) or greater; or upon any lot which will be created adjacent to the intersection of two (2) or more streets.**
			Findings	*N/A . The property is not located within the floodway, floodplain, or avalanche zone. The property doesn't lie adjacent to a river or creek. The lot doesn't contain slopes of 25% or greater. The subject property is not a corner lot.*
☒	☐	☐	**16.04.030.J.18**	**Lot area of each lot.**
			Findings	*The proposed size of each lot is indicated: Sublot 1 – 5,511 square feet, Sublot 2 – 5,476 square feet.*
☒	☐	☐	**16.04.030.J .19**	**Existing mature trees and established shrub masses.**
			Findings	*The townhome development is currently under construction. The landscape plan was approved through Design Review and the Building Permit processes.*
☒	☐	☐	**16.04.030.J.20**	**To be provided to Administrator:** **Subdivision names shall not be the same or confused with the name of any other subdivision in Blaine County, Idaho and shall be approved by the Blaine County Assessor.**
			Findings	*The Waddell/Roush Townhomes name is unique and is not the same as another townhouse subdivision in Blaine County.*
☐	☐	☒	**16.04.030.J.21**	**All percolation tests and/or exploratory pit excavations required by state health authorities.**
			Findings	*N/A. Both lots contain existing development that is connected to municipal services.*
☒	☐	☐	**16.04.030.J.22**	**A copy of the provisions of the articles of incorporation and bylaws of homeowners' association and/or condominium declarations to be filed with the final plat of the subdivision.**
			Findings	*The applicant submitted a draft Townhouse Subdivision CC&R document and declaration with the application. This declaration shall be filed with the final plat application.*
☒	☐	☐	**16.04.030.J.23**	**A current title report shall be provided at the time that the preliminary plat is filed with the administrator, together with a copy of the owner's recorded deed to such property.**
			Findings	*This standard has been met. The applicant has submitted a Lot Book Guarantee and the Last Deed of Record.*
☒	☐	☐	**16.04.030.J.24**	**A digital copy of the preliminary plat shall be filed with the administrator.**
			Findings	*This standard has been met.*
☐	☐	☒	**16.04.040.A**	**Required Improvements: The improvements set forth in this section shall be shown on the preliminary plat and installed prior to approval of the final plat. Construction design plans shall be submitted and approved by the city engineer. All such improvements shall be in accordance with the comprehensive plan and constructed in compliance with construction standard specifications adopted by**

				the city. Existing natural features which enhance the attractiveness of the subdivision and community, such as mature trees, watercourses, rock outcroppings, established shrub masses and historic areas, shall be preserved through design of the subdivision.
			Findings	*N/A. The site was cleared prior to receipt of the Preliminary Plat application. However, a landscaping plan was required with Design Review approval; the site will be landscaped concurrently with construction of the new building.*
☒	☐	☐	**16.04.040.B**	**Improvement Plans: Prior to approval of final plat by the commission, the subdivider shall file two (2) copies with the city engineer, and the city engineer shall approve construction plans for all improvements required in the proposed subdivision. Such plans shall be prepared by a civil engineer licensed in the state.**
			Findings	*The City Engineer reviewed and approved the civil drawings submitted with Building Permit 20-079.*
☒	☐	☐	**16.04.040.C**	**Prior to final plat approval, the subdivider shall have previously constructed all required improvements and secured a certificate of completion from the city engineer. However, in cases where the required improvements cannot be constructed due to weather conditions or other factors beyond the control of the subdivider, the city council may accept, in lieu of any or all of the required improvements, a performance bond filed with the city clerk to ensure actual construction of the required improvements as submitted and approved. Such performance bond shall be issued in an amount not less than one hundred fifty percent (150%) of the estimated costs of improvements as determined by the city engineer. In the event the improvements are not constructed within the time allowed by the city council (which shall be one year or less, depending upon the individual circumstances), the council may order the improvements installed at the expense of the subdivider and the surety. In the event the cost of installing the required improvements exceeds the amount of the bond, the subdivider shall be liable to the city for additional costs. The amount that the cost of installing the required improvements exceeds the amount of the performance bond shall automatically become a lien upon any and all property within the subdivision owned by the owner and/or subdivider.**
			Findings	*Inspection of the required improvements will be conducted prior to issuance of a Certificate of Occupancy for the townhome development prior to final plat approval.*
☒	☐	☐	**16.04.040.D**	**As Built Drawing: Prior to acceptance by the city council of any improvements installed by the subdivider, two (2) sets of as built plans and specifications, certified by the subdivider's engineer, shall be filed with the city engineer. Within ten (10) days after completion of improvements and submission of as built drawings, the city engineer shall certify the completion of the improvements and the acceptance of the improvements, and shall submit a copy of such certification to the administrator and the subdivider. If a performance bond has been filed, the administrator shall forward a copy of the certification to the city clerk. Thereafter, the city clerk shall release the performance bond upon application by the subdivider.**
			Findings	*The City Engineer shall inspect the required improvements prior to issuance of a Certificate of Occupancy for the project.*
☒	☐	☐	**16.04.040.E**	**Monumentation: Following completion of construction of the required improvements and prior to certification of completion by the city engineer, certain land survey monuments shall be reset or verified by the subdivider's engineer or surveyor to still be in place. These monuments shall have the size,**

				shape, and type of material as shown on the subdivision plat. The monuments shall be located as follows: **1. All angle points in the exterior boundary of the plat.** **2. All street intersections, points within and adjacent to the final plat.** **3. All street corner lines ending at boundary line of final plat.** **4. All angle points and points of curves on all streets.** **5. The point of beginning of the subdivision plat description.**
			Findings	*The applicant shall meet the required monumentation standards prior to recordation of the final plat.*
☒	☐	☐	**16.04.040.F**	**Lot Requirements:** **1. Lot size, width, depth, shape and orientation and minimum building setback lines shall be in compliance with the zoning district in which the property is located and compatible with the location of the subdivision and the type of development, and preserve solar access to adjacent properties and buildings.** **2. Whenever a proposed subdivision contains lot(s), in whole or in part, within the floodplain, or which contains land with a slope in excess of twenty five percent (25%), based upon natural contours, or creates corner lots at the intersection of two (2) or more streets, building envelopes shall be shown for the lot(s) so affected on the preliminary and final plats. The building envelopes shall be located in a manner designed to promote harmonious development of structures, minimize congestion of structures, and provide open space and solar access for each lot and structure. Also, building envelopes shall be located to promote access to the lots and maintenance of public utilities, to minimize cut and fill for roads and building foundations, and minimize adverse impact upon environment, watercourses and topographical features. Structures may only be built on buildable lots. Lots shall only be created that meet the definition of "lot, buildable" in section 16.04.020 of this chapter. Building envelopes shall be established outside of hillsides of twenty five percent (25%) and greater and outside of the floodway. A waiver to this standard may only be considered for the following: a. For lot line shifts of parcels that are entirely within slopes of twenty five percent (25%) or greater to create a reasonable building envelope, and mountain overlay design review standards and all other city requirements are met. b. For small, isolated pockets of twenty five percent (25%) or greater that are found to be in compliance with the purposes and standards of the mountain overlay district and this section.** **3. Corner lots outside of the original Ketchum Townsite shall have a property line curve or corner of a minimum radius of twenty five feet (25') unless a longer radius is required to serve an existing or future use.** **4. Side lot lines shall be within twenty degrees (20°) to a right angle or radial line to the street line.** **5. Double frontage lots shall not be created. A planting strip shall be provided along the boundary line of lots adjacent to arterial streets or incompatible zoning districts.** **6. Every lot in a subdivision shall have a minimum of twenty feet (20') of frontage on a dedicated public street or legal access via an easement of twenty feet (20') or greater in width. Easement shall be recorded in the office of the Blaine County recorder prior to or in conjunction with recordation of the final plat..**
			Findings	*Standards 1, 4, 5, and 6 have been met.* *Standards 2 and 3 are not applicable.*
☐	☐	☒	**16.04.040.G**	**G. Block Requirements: The length, width and shape of blocks within a proposed subdivision shall conform to the following requirements:**

				1. No block shall be longer than one thousand two hundred feet (1,200'), nor less than four hundred feet (400') between the street intersections, and shall have sufficient depth to provide for two (2) tiers of lots. **2. Blocks shall be laid out in such a manner as to comply with the lot requirements.** **3. The layout of blocks shall take into consideration the natural topography of the land to promote access within the subdivision and minimize cuts and fills for roads and minimize adverse impact on environment, watercourses and topographical features.** **4. Except in the original Ketchum Townsite, corner lots shall contain a building envelope outside of a seventy five foot (75') radius from the intersection of the streets.**
			Findings	*N/A. No new blocks are proposed.*
☐	☐	☒	**16.04.040.H.1**	**H. Street Improvement Requirements:** **1. The arrangement, character, extent, width, grade and location of all streets put in the proposed subdivision shall conform to the comprehensive plan and shall be considered in their relation to existing and planned streets, topography, public convenience and safety, and the proposed uses of the land;**
			Findings	*N/A, the subject properties are within an existing subdivision. No new streets are proposed.*
☐	☐	☒	**16.04.040.H.2**	**2. All streets shall be constructed to meet or exceed the criteria and standards set forth in chapter 12.04 of this code, and all other applicable ordinances, resolutions or regulations of the city or any other governmental entity having jurisdiction, now existing or adopted, amended or codified;**
			Findings	*This proposal does not create a new street. These standards are no applicable.*
☐	☐	☒	**16.04.040.H.3**	**3. Where a subdivision abuts or contains an existing or proposed arterial street, railroad or limited access highway right of way, the council may require a frontage street, planting strip, or similar design features;**
			Findings	*N/A. No street frontage improvements like planting strips are required.*
☐	☐	☒	**16.04.040.H.4**	**4. Streets may be required to provide access to adjoining lands and provide proper traffic circulation through existing or future neighborhoods;**
			Findings	This proposal does not create a new street. These standards are no applicable.
☐	☐	☒	**16.04.040.H.5**	**5. Street grades shall not be less than three-tenths percent (0.3%) and not more than seven percent (7%) so as to provide safe movement of traffic and emergency vehicles in all weather and to provide for adequate drainage and snow plowing;**
			Findings	*This proposal does not create a new street. These standards are no applicable.*
☐	☐	☒	**16.04.040.H.6**	**6. In general, partial dedications shall not be permitted, however, the council may accept a partial street dedication when such a street forms a boundary of the proposed subdivision and is deemed necessary for the orderly development of the neighborhood, and provided the council finds it practical to require the dedication of the remainder of the right of way when the adjoining property is subdivided. When a partial street exists adjoining the proposed subdivision, the remainder of the right of way shall be dedicated;**
			Findings	*N/A. This proposal does not create a new street. These standards are no applicable.*
☐	☐	☒	**16.04.040.H.7**	**7. Dead end streets may be permitted only when such street terminates at the boundary of a subdivision and is necessary for the development of the subdivision or the future development of the adjacent property. When such a dead end street serves more than two (2) lots, a temporary turnaround**

				easement shall be provided, which easement shall revert to the adjacent lots when the street is extended;
			Findings	*N/A. This proposal does not create a new street. These standards are no applicable.*
☐	☐	☒	**16.04.040.H.8**	**8. A cul-de-sac, court or similar type street shall be permitted only when necessary to the development of the subdivision, and provided, that no such street shall have a maximum length greater than four hundred feet (400') from entrance to center of turnaround, and all cul-de-sacs shall have a minimum turnaround radius of sixty feet (60') at the property line and not less than forty five feet (45') at the curb line;**
			Findings	*N/A. The townhouse sublots are within an existing subdivision. No new streets are proposed.*
☐	☐	☒	**16.04.040.H.9**	**9. Streets shall be planned to intersect as nearly as possible at right angles, but in no event at less than seventy degrees (70°);**
			Findings	*N/A. The townhouse sublots are within an existing subdivision. No new streets are proposed.*
☐	☐	☒	**16.04.040.H.10**	**10. Where any street deflects an angle of ten degrees (10°) or more, a connecting curve shall be required having a minimum centerline radius of three hundred feet (300') for arterial and collector streets, and one hundred twenty five feet (125') for minor streets;**
			Findings	*N/A. The townhouse sublots are within an existing subdivision. No new streets are proposed.*
☐	☐	☒	**16.04.040.H.11**	**11. Streets with centerline offsets of less than one hundred twenty five feet (125') shall be prohibited;**
			Findings	*N/A. The townhouse sublots are within an existing subdivision. No new streets are proposed.*
☐	☐	☒	**16.04.040.H.12**	**12. A tangent of at least one hundred feet (100') long shall be introduced between reverse curves on arterial and collector streets;**
			Findings	*N/A. The townhouse sublots are within an existing subdivision. No new streets are proposed.*
☐	☐	☒	**16.04.040.H.13**	**13. Proposed streets which are a continuation of an existing street shall be given the same names as the existing street. All new street names shall not duplicate or be confused with the names of existing streets within Blaine County, Idaho. The subdivider shall obtain approval of all street names within the proposed subdivision from the County Assessor's office before submitting same to council for preliminary plat approval;**
			Findings	*N/A. The townhouse sublots are within an existing subdivision. No new streets are proposed.*
☐	☐	☒	**16.04.040.H.14**	**14. Street alignment design shall follow natural terrain contours to result in safe streets, usable lots, and minimum cuts and fills;**
			Findings	*N/A. The townhouse sublots are within an existing subdivision. No new streets are proposed.*
☐	☐	☒	**16.04.040.H.15**	**15. Street patterns of residential areas shall be designed to create areas free of through traffic, but readily accessible to adjacent collector and arterial streets;**
			Findings	*N/A. The townhouse sublots are within an existing subdivision. No new streets are proposed.*
☐	☐	☒	**16.04.040.H.16**	**16. Reserve planting strips controlling access to public streets shall be permitted under conditions specified and shown on the final plat, and all landscaping and irrigation systems shall be installed as required improvements by the subdivider;**

			Findings	*N/A. The townhouse sublots are within an existing subdivision. No new streets are proposed.*
☐	☐	☒	**16.04.040.H.17**	**17. In general, the centerline of a street shall coincide with the centerline of the street right of way, and all crosswalk markings shall be installed by the subdivider as a required improvement;**
			Findings	*N/A. The townhouse sublots are within an existing subdivision. No new streets are proposed.*
☐	☐	☒	**16.04.040.H.18**	**18. Street lighting shall be required consistent with adopted city standards and where designated shall be installed by the subdivider as a requirement improvement;**
			Findings	*N/A. The townhouse sublots are within an existing subdivision. No new streets are proposed.*
☐	☐	☒	**16.04.040.H.19**	**19. Private streets may be allowed upon recommendation by the commission and approval by the Council. Private streets shall be constructed to meet the design standards specified in subsection H2 of this section and chapter 12.04 of this code;**
			Findings	*N/A. The townhouse sublots are within an existing subdivision. No new streets are proposed.*
☐	☐	☒	**16.04.040.H.20**	**20. Street signs shall be installed by the subdivider as a required improvement of a type and design approved by the Administrator and shall be consistent with the type and design of existing street signs elsewhere in the City;**
			Findings	*N/A. The townhouse sublots are within an existing subdivision. No new streets are proposed.*
☐	☐	☒	**16.04.040.H.21**	**21. Whenever a proposed subdivision requires construction of a new bridge, or will create substantial additional traffic which will require construction of a new bridge or improvement of an existing bridge, such construction or improvement shall be a required improvement by the subdivider. Such construction or improvement shall be in accordance with adopted standard specifications;**
			Findings	*N/A. This proposal does not require construction of a new bridge or impact any existing bridges.*
☐	☐	☒	**16.04.040.H.22**	**22. Sidewalks, curbs and gutters shall be required consistent with adopted city standards and where designated shall be a required improvement installed by the subdivider;**
			Findings	*N/A. The subject properties abut an existing developed street within a residential area. No sidewalks are required for the project. The property does, however, have frontage on the existing bike path.*
☐	☐	☒	**16.04.040.H.23**	**23. Gates are prohibited on private roads and parking access/entranceways, private driveways accessing more than one single-family dwelling unit and one accessory dwelling unit, and public rights-of-way unless approved by the City Council; and**
			Findings	*N/A. No private road or gates are proposed.*
☐	☐	☒	**16.04.040.H.24**	**24. No new public or private streets or flag lots associated with a proposed subdivision (land, planned unit development, townhouse, condominium) are permitted to be developed on parcels within the Avalanche Zone**
			Findings	*N/A. The townhouse sublots are not located within the Avalanche Zone and no new public or private streets or flag lots are proposed.*
☐	☐	☒	**16.04.040.I**	**I. Alley Improvement Requirements: Alleys shall be provided in, commercial and light industrial zoning districts. The width of an alley shall be not less than twenty feet (20'). Alley intersections and sharp changes in alignment shall be avoided, but where necessary, corners shall be provided to permit safe vehicular**

				movement. Dead end alleys shall be permitted only within the original Ketchum Townsite and only after due consideration of the interests of the owners of property adjacent to the dead end alley including, but not limited to, the provision of fire protection, snow removal and trash collection services to such properties. Improvement of alleys shall be done by the subdivider as required improvement and in conformance with design standards specified in subsection H2 of this section.
			Findings	*N/A. The townhouse sublots are located in the GR-L Zone and do not abut an alley.*
☒	☐	☐	**16.04.040.J.1**	**J. Required Easements: Easements, as set forth in this subsection, shall be required for location of utilities and other public services, to provide adequate pedestrian circulation and access to public waterways and lands.** **1. A public utility easement at least ten feet (10') in width shall be required within the street right-of-way boundaries of all private streets. A public utility easement at least five feet (5') in width shall be required within property boundaries adjacent to Warm Springs Road and within any other property boundary as determined by the City Engineer to be necessary for the provision of adequate public utilities.**
			Findings	*The required public utility along Warm Springs Road is reflected on the plat. All other existing and necessary easements are indicated on the plat.*
☐	☐	☒	**16.04.040.J.2**	**2. Where a subdivision contains or borders on a watercourse, drainageway, channel or stream, an easement shall be required of sufficient width to contain such watercourse and provide access for private maintenance and/or reconstruction of such watercourse.**
			Findings	*N/A. The townhouse sublots do not border a waterway.*
☐	☐	☒	**16.04.040.J.3**	**3. All subdivisions which border the Big Wood River, Trail Creek and Warm Springs Creek shall dedicate a ten foot (10') fish and nature study easement along the riverbank. Furthermore, the Council shall require, in appropriate areas, an easement providing access through the subdivision to the bank as a sportsman's access. These easement requirements are minimum standards, and in appropriate cases where a subdivision abuts a portion of the river adjacent to an existing pedestrian easement, the Council may require an extension of that easement along the portion of the riverbank which runs through the proposed subdivision.**
			Findings	*N/A. The townhouse sublots do not border a waterway.*
☐	☐	☒	**16.04.040.J.4**	**4. All subdivisions which border on the Big Wood River, Trail Creek and Warm Springs Creek shall dedicate a twenty five foot (25') scenic easement upon which no permanent structure shall be built in order to protect the natural vegetation and wildlife along the riverbank and to protect structures from damage or loss due to riverbank erosion.**
			Findings	*N/A. The townhouse sublots do not border a waterway.*
☐	☐	☒	**16.04.040.J.5**	**5. No ditch, pipe or structure for irrigation water or irrigation wastewater shall be constructed, rerouted or changed in the course of planning for or constructing required improvements within a proposed subdivision unless same has first been approved in writing by the ditch company or property owner holding the water rights. A written copy of such approval shall be filed as part of required improvement construction plans.**
			Findings	*N/A. No changes to ditches, pipes, or other irrigation structures are proposed.*
☐	☐	☒	**16.04.040.J.6**	**6. Nonvehicular transportation system easements including pedestrian walkways, bike paths, equestrian paths, and similar easements shall be dedicated by the**

				subdivider to provide an adequate nonvehicular transportation system throughout the City.
			Findings	*N/A. The townhouse sublots exist in a developed residential area and abut an existing public street, Warm Springs Road, and bike path.*
☐	☐	☒	**16.04.040.K**	**K. Sanitary Sewage Disposal Improvements: Central sanitary sewer systems shall be installed in all subdivisions and connected to the Ketchum sewage treatment system as a required improvement by the subdivider. Construction plans and specifications for central sanitary sewer extension shall be prepared by the subdivider and approved by the City Engineer, Council and Idaho Health Department prior to final plat approval. In the event that the sanitary sewage system of a subdivision cannot connect to the existing public sewage system, alternative provisions for sewage disposal in accordance with the requirements of the Idaho Department of Health and the Council may be constructed on a temporary basis until such time as connection to the public sewage system is possible. In considering such alternative provisions, the Council may require an increase in the minimum lot size and may impose any other reasonable requirements which it deems necessary to protect public health, safety and welfare.**
			Findings	*N/A. This is redevelopment of a site that is already connected to the public sewer system.*
☐	☐	☒	**16.04.040.L**	**L. Water System Improvements: A central domestic water distribution system shall be installed in all subdivisions by the subdivider as a required improvement. The subdivider shall also be required to locate and install an adequate number of fire hydrants within the proposed subdivision according to specifications and requirements of the City under the supervision of the Ketchum Fire Department and other regulatory agencies having jurisdiction. Furthermore, the central water system shall have sufficient flow for domestic use and adequate fire flow. All such water systems installed shall be looped extensions, and no dead end systems shall be permitted. All water systems shall be connected to the Municipal water system and shall meet the standards of the following agencies: Idaho Department of Public Health, Idaho Survey and Rating Bureau, District Sanitarian, Idaho State Public Utilities Commission, Idaho Department of Reclamation, and all requirements of the City.**
			Findings	*N/A. This is redevelopment of a site that is already connected to the public water system.*
☐	☐	☒	**16.04.040.M**	**M. Planting Strip Improvements: Planting strips shall be required improvements. When a predominantly residential subdivision is proposed for land adjoining incompatible uses or features such as highways, railroads, commercial or light industrial districts or off street parking areas, the subdivider shall provide planting strips to screen the view of such incompatible features. The subdivider shall submit a landscaping plan for such planting strip with the preliminary plat application, and the landscaping shall be a required improvement.**
			Findings	*N/A.*
☒	☐	☐	**16.04.040.N.1**	**N. Cuts, Fills, And Grading Improvements: Proposed subdivisions shall be carefully planned to be compatible with natural topography, soil conditions, geology and hydrology of the site, as well as to minimize cuts, fills, alterations of topography, streams, drainage channels, and disruption of soils and vegetation. The design criteria shall include the following:**

				1. A preliminary soil report prepared by a qualified engineer may be required by the commission and/or Council as part of the preliminary plat application.
			Findings	*Grading improvements were reviewed and approved as part of the Building Permit B20-079.*
☒	☐	☐	**16.04.040.N.2**	**2. Preliminary grading plan prepared by a civil engineer shall be submitted as part of all preliminary plat applications. Such plan shall contain the following information:** **a. Proposed contours at a maximum of five foot (5') contour intervals.** **b. Cut and fill banks in pad elevations.** **c. Drainage patterns.** **d. Areas where trees and/or natural vegetation will be preserved.** **e. Location of all street and utility improvements including driveways to building envelopes.** **f. Any other information which may reasonably be required by the Administrator, commission or Council to adequately review the affect of the proposed improvements.**
			Findings	*Site grading was approved with Building Permit B20-079.*
☒	☐	☐	**16.04.040.N.3**	**3. Grading shall be designed to blend with natural landforms and to minimize the necessity of padding or terracing of building sites, excavation for foundations, and minimize the necessity of cuts and fills for streets and driveways.**
			Findings	*The site grading plan was reviewed and approved by City Departments with Building Permit B20-079.*
☐	☐	☒	**16.04.040.N.4**	**4. Areas within a subdivision which are not well suited for development because of existing soil conditions, steepness of slope, geology or hydrology shall be allocated for open space for the benefit of future property owners within the subdivision.**
			Findings	*N/A. This is a redevelopment project and is appropriate for the construction of the two townhome units.*
☒	☐	☐	**16.04.040.N.5**	**5. Where existing soils and vegetation are disrupted by subdivision development, provision shall be made by the subdivider for revegetation of disturbed areas with perennial vegetation sufficient to stabilize the soil upon completion of the construction. Until such times as such revegetation has been installed and established, the subdivider shall maintain and protect all disturbed surfaces from erosion.**
			Findings	*Landscaping will be installed pursuant to the landscape plan approved with the Design Review and Building Permit applications.*
☐	☐	☒	**16.04.040.N.6**	**6. Where cuts, fills, or other excavations are necessary, the following development standards shall apply:** **a. Fill areas shall be prepared by removing all organic material detrimental to proper compaction for soil stability.** **b. Fills shall be compacted to at least ninety five percent (95%) of maximum density as determined by AASHO T99 (American Association of State Highway Officials) and ASTM D698 (American Standard Testing Methods).** **c. Cut slopes shall be no steeper than two horizontal to one vertical (2:1). Subsurface drainage shall be provided as necessary for stability.** **d. Fill slopes shall be no steeper than three horizontal to one vertical (3:1). Neither cut nor fill slopes shall be located on natural slopes of three to one (3:1) or steeper,**

				or where fill slope toes out within twelve feet (12') horizontally of the top and existing or planned cut slope. **e. Toes of cut and fill slopes shall be set back from property boundaries a distance of three feet (3'), plus one-fifth (1/5) of the height of the cut or the fill, but may not exceed a horizontal distance of ten feet (10'); tops and toes of cut and fill slopes shall be set back from structures at a distance of at least six feet (6'), plus one-fifth (1/5) of the height of the cut or the fill. Additional setback distances shall be provided as necessary to accommodate drainage features and drainage structures.**
			Findings	*N/A no significant cuts, fills, or excavation were required for the townhome development.*
☐	☐	☒	**16.04.040.0**	**O. Drainage Improvements: The subdivider shall submit with the preliminary plat application such maps, profiles, and other data prepared by an engineer to indicate the proper drainage of the surface water to natural drainage courses or storm drains, existing or proposed. The location and width of the natural drainage courses shall be shown as an easement common to all owners within the subdivision and the City on the preliminary and final plat. All natural drainage courses shall be left undisturbed or be improved in a manner that will increase the operating efficiency of the channel without overloading its capacity. An adequate storm and surface drainage system shall be a required improvement in all subdivisions and shall be installed by the subdivider. Culverts shall be required where all water or drainage courses intersect with streets, driveways or improved public easements and shall extend across and under the entire improved width including shoulders.**
			Findings	*No natural drainage courses are proposed to be disturbed.*
☒	☐	☐	**16.04.040.P**	**P. Utilities: In addition to the terms mentioned in this section, all utilities including, but not limited to, electricity, natural gas, telephone and cable services shall be installed underground as a required improvement by the subdivider. Adequate provision for expansion of such services within the subdivision or to adjacent lands including installation of conduit pipe across and underneath streets shall be installed by the subdivider prior to construction of street improvements.**
			Findings	*All utilities, including electricity, natural gas, telephone, and cable services, shall be installed underground.*
☐	☐	☒	**16.04.040.Q**	**Q. Off Site Improvements: Where the off site impact of a proposed subdivision is found by the commission or Council to create substantial additional traffic, improvements to alleviate that impact may be required of the subdivider prior to final plat approval, including, but not limited to, bridges, intersections, roads, traffic control devices, water mains and facilities, and sewer mains and facilities.**
			Findings	*N/A. The townhouse subdivision does not trigger off-site improvements.*
☐	☐	☒	**16.04.040.R**	**R. Avalanche And Mountain Overlay: All improvements and plats (land, planned unit development, townhouse, condominium) created pursuant to this chapter shall comply with City of Ketchum Avalanche Zone District and Mountain Overlay Zoning District requirements as set forth in Title 17 of this Code.**
			Findings	*N/A. The townhouse sublots are not located in the Avalanche or Mountain overlay zoning districts.*
☐	☐	☒	**16.04.040.S**	**S. Existing natural features which enhance the attractiveness of the subdivision and community, such as mature trees, watercourses, rock outcroppings, established shrub masses and historic areas, shall be preserved through design of the subdivision.**
			Findings	*The landscape plan approved with the Design Review and Building Permit applications will enhance the attractiveness of the proposed subdivision.*

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 subdivision ordinance, Title 16.

4. The City Council has authority to review and recommend approval of the applicant's Preliminary Plat Application pursuant to Chapter 16.04 of Ketchum Code Title 16.

5. The project **does** meet the standards of approval under Chapter 16.04 of Subdivision Code Title 16.

DECISION

THEREFORE, the Ketchum Planning and Zoning Commission **recommends approval** of this Preliminary Plat application this Tuesday, October 13th, 2020 subject to the following conditions:

CONDITIONS OF APPROVAL

1. All governing ordinances, requirements, and regulations of the Fire Department (2012 International Fire Code and local Fire Protection Ordinance No.1125), Building Department (2012 International Building Code, the 2012 International Residential Code, and Title 15 of Ketchum Municipal Code), Utilities Department, Street Department (Title 12 of Ketchum Municipal Code), and the City Engineer shall be met prior to Certificate of Occupancy.
2. This preliminary plat approval is subject to Building Permit 20-079 and Design Review approval P20-031. All conditions of approval shall apply.
3. The recorded plat shall show a minimum of two Blaine County Survey Control Monuments with ties to the property and an inverse between the two monuments. The Survey Control Monuments shall be clearly identified on the face of the map.
4. An electronic CAD file shall be submitted to the City of Ketchum prior to final plat signature by the City Clerk. The electronic CAD file shall be submitted to the Blaine County Recorder's office concurrent with the recording of the Plat containing the following minimum data:
    a. Line work delineating all parcels and roadways on a CAD layer/level designated as "parcel";
    b. Line work delineating all roadway centerlines on a CAD layer/level designated as "road"; and,
    c. Line work that reflects the ties and inverses for the Survey Control Monuments shown on the face of the Plat shall be shown on a CAD layer/level designated as "control"; and,
    d. All information within the electronic file shall be oriented and scaled to Grid per the Idaho State Plane Coordinate System, Central Zone, NAD1983 (1992), U.S. Survey Feet, using the Blaine County Survey Control Network. Electronic CAD files shall be submitted in a ".dwg", ".dgn" or ".shp" format and shall be submitted digitally to the City on a compact disc. When the endpoints of the lines submitted are indicated as coincidental with another line, the CAD line endpoints shall be separated by no greater than 0.0001 drawing units.
5. The applicant shall provide a copy of the recorded final plat to the Department of Planning and Building for the official file on the application.
6. The Townhouse Declaration shall be simultaneously recorded with the Final Plat. The developer shall submit a final copy of the document to the Planning & Building Department and file such document prior to recordation of the final plat. The City will not now, nor in the future, determine the validity of the Townhouse Declaration.

7. Failure to record a Final Plat within two (2) years of Council's approval of a Preliminary Plat shall cause the Preliminary Plat to be null and void.

Findings of Fact **adopted** this 13th day of October 2020.

_____

Neil Morrow
Chair
City of Ketchum Planning and Zoning Commission

_____

Suzanne Frick
Director of Planning and Building
City of Ketchum

City of Ketchum
Planning & Building

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
REGULAR MEETING OF OCTOBER 13, 2020

PROJECT:	Decked Building Addition
FILE NUMBERS:	P20-078
APPLICATION TYPE:	Design Review
REPRESENTATIVE:	C. Michael Barker, Architect
OWNER:	345 Lewis LLC
REQUEST:	Design Review for a proposed 1,825-square-foot, 25-foot tall addition to the Decked Building
LOCATION:	345 Lewis Street (Northgate Subdivision: Block 1: Lot 15)
ZONING:	Light Industrial District Number 2 (LI-2)
OVERLAY:	None
NOTICE:	A public hearing notice for the project was mailed to all property owners within 300 ft of the development site on September 23, 2020. The public hearing notice was published in the Idaho Mountain Express on September 23, 2020. A public hearing notice was posted on the project site on October 6, 2020. As of the publication of this Staff Report, the Planning Department has received no public comment regarding the addition proposal.
REVIEWER:	Abby Rivin, Associate Planner

DECKED BUILDING ADDITION
The Decked Building is located at 345 Lewis Street (Northgate Subdivision: Block 1: Lot 15) within the Light Industrial District Number 2 (LI-2) Zone. The addition extends from the existing building's north side 19 feet to the north. The two-story addition is 1,825 square feet and 25 feet tall.

The existing building was originally constructed in 1990. Decked moved into the building in 2017 and this location is now their corporate headquarters. Decked manufactures truck storage compartments. Their business operations qualify as industrial design, which is a permitted use in the LI-2 Zone:

Figure 1: Decked Building 345 Lewis Street

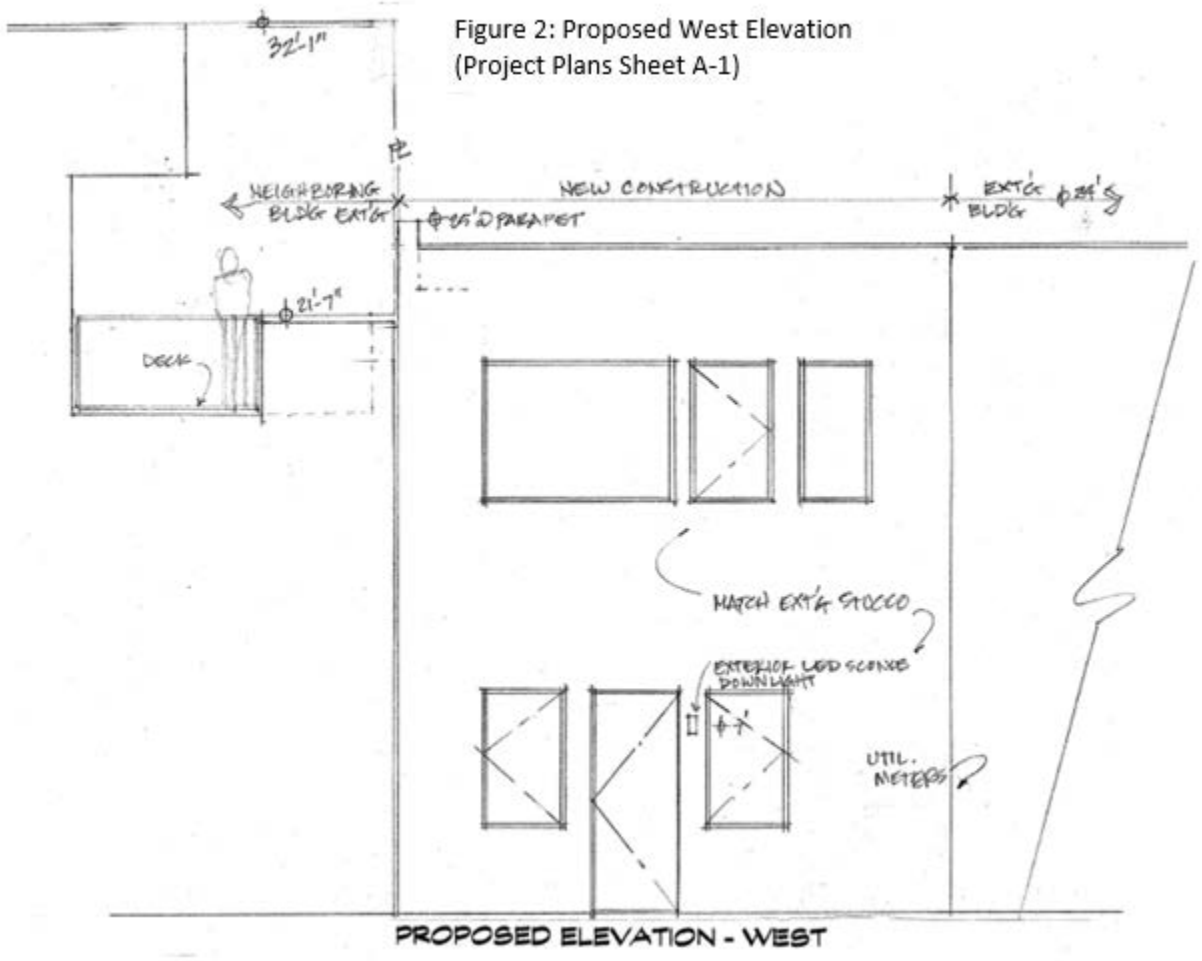
480 East Ave. N. ★ P.O. Box 2315 ★ Ketchum, ID 83340 ★ main (208) 726-7801 ★ fax (208) 726-7812
facebook.com/CityofKetchum ★ twitter.com/Ketchum_Idaho ★ **www.ketchumidaho.org**

INDUSTRIAL DESIGN: The professional service of creating and developing concepts and specifications that optimize the function, value and aesthetics of products and systems for the mutual benefit of both user and manufacturer, often employing design thinking strategies. Typically, industrial design is intended to result in tangible goods that can be mass produced. Industrial design businesses may include on-site prototyping, fabrication, and manufacturing. (Ketchum Municipal Code 17.08.020).

LIGHT INDUSTRIAL NEIGHBORHOOD CONTEXT

Light industrial buildings border the property to the east, north, and south along Lewis Street and Northwood Way. The addition project's materials, colors, and signing complement neighboring buildings in the light industrial area. The proposed 25-foot tall addition extends 19 feet north to the interior side property line shared with the Roth Building Condominiums located at 401 Lewis Street. The addition project complies with the dimensional standards required in the LI-2 Zone—buildings in the light industrial area may be built all the way up to interior side property lines and the maximum allowable building height is 35 feet. The proposed addition's parapet wall will extend 3'-3'' above an existing second-floor deck located on the southside of the Roth Building. Pursuant to Ketchum Municipal Code 17.96.050.B, the Planning & Zoning Commission may add conditions of approval to projects to minimize adverse impact on other development. Staff recommends the Commission consider the impact of the proposed addition to the adjacent second-level deck.

Figure 2: Proposed West Elevation
(Project Plans Sheet A-1)



A large City-owned parcel borders the back of Northgate Subdivision. Existing development on this parcel includes the YMCA, the Northwood Place Apartments, and the Ketchum's new fire station, which is currently under construction. When the Northgate Subdivision was created in 1989, the City-owned lot bordering the back of the light industrial subdivision was zoned General Residential Low Density (GR-L). In 2005, the parcel was rezoned to Tourist. The 1989 Northgate Subdivision includes a plat note reflecting the previous residential zoning, which required a 15-foot rear setback with a landscaped yard. As the neighboring property was rezoned to Tourist, the more restrictive residential rear setback (KMC §17.12.050) and landscaped yard requirements (KMC §17.124.100) no longer apply. A 5-foot concrete wall was built in the 1990s to buffer these industrial zoned properties from the neighborhood to the west. Additionally, Northwood's carport wall borders the rear property line providing more screening from the light industrial area.

LANDSCAPING

The applicant indicated with the material submitted with the Design Review application that landscaping was existing on the project site. This landscaping has been removed from the project site. The landscaping had included four cherry trees with irrigated lawn bordering the front property line to buffer the surface parking lot from Lewis Street. Landscaping is required for all projects and must provide a substantial buffer between land uses, including streets and parking lots.

Figure 3: Removed Landscaping

STAFF RECOMMENDATION

After considering the project plans attached as Exhibit A, Staff's analysis, the applicant's presentation, and any public comment received, Staff recommends the Commission provide feedback regarding the project design, direct the applicant to submit an updated landscape plan, and move to continue review of the Design Review application to a date certain**.**

ANALYSIS

Staff analysis of the application is provided in the following Tables 1-3 including City Department comments, Light Industrial District Number 2 (LI-2) Zoning District requirements, Design Review standards, and other provisions of Ketchum Municipal Code.

Table 1: City Department Comments

Note: City Department comments are preliminary and based on the project concept as proposed with the subject Design Review application. All City Departments shall review and approve the project through the Building Permit application process. All comments pertaining to the Design Review drawings are subject to change. All improvements shall be reviewed and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project. All City Department requirements and associated specifications for the required improvements must be verified, reviewed, and approved prior to issuance of a Building Permit for the project.

City Department Comments
Fire Department: • It is the General Contractor's responsibility to understand and adhere to all Fire Protection Ordinance #1125 requirements in addition to any and all other City of Ketchum requirements in effect at the time of Building Permit issuance. Failure to comply with all local ordinances and codes may result in project work stoppage as well as criminal penalties. • The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances. • Approved address numbers shall be placed in such a position to be plainly visible and legible from the road fronting the property. Numbers and letters shall be a minimum of four (4) inches tall, contrast with their background and be positioned a minimum of forty-eight (48) inches above final grade. • Vehicle parking and material storage during construction shall not restrict or obstruct public streets or access to any building. A minimum twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times. • An approved fire detection system shall be installed per City of Ketchum Ordinance #1125 (www.ketchumfire.org) and the requirements of NFPA 72. Two (2) sets of alarm system plans shall be submitted to the Ketchum Fire Department for approval and a permit is required prior to installation of alarm systems. Inspections of fire detection systems by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance. • Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building. (Five (5) 5 lbs. fire extinguishers shall be required for this project). • The appropriate keys, for emergency fire department access, shall be provided and installed in the existing Knox box. • The existing required monitored alarm system shall be modified to meet the current requirements of NFPA 72 and Ketchum Ordinance #1125. • Final inspections of all fire department required installations by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance. A Final Inspection Checklist can be found at www.ketchumfire.org. • Fire Department requirements and associated specifications for the required improvements must be verified, reviewed, and approved prior to issuance of a Building Permit for the project.
City Engineer & Streets Department: • All drainage shall be retained on site including water from any roof drains (KMC §17.96.060.C.1). • All construction for the project must comply with the standards set forth in Ketchum Municipal Code, Chapter 15.06 Construction Activity Standards. The applicant shall submit a Construction Activity Plan addressing all applicable activities (KMC §15.06.030), including how materials will be off-loaded at the site, plan for coordinating with neighbors on temporary closures, temporary traffic control, and construction fencing with appropriate screening, to be reviewed and approved prior to issuance of a

Building Permit for the project. Pursuant to KMC §15.06.030.A.2, the applicant shall provide notice of the project, construction schedule, and general contractor's contact information to all neighbors with properties adjacent to the project site.

- The Building Permit plans and construction drawings shall meet all applicable sections of Chapter 12 of Ketchum Municipal Code.
- Sidewalk snow removal is the responsibility of the property owner.
- The use of City right-of-way for construction including the closure of adjacent streets or sidewalks requires a Temporary Use of Right-of-Way Permit ("TURP").
- Final civil drawings for the project shall be submitted with the Building Permit application to be verified, reviewed, and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project.

Utilities:

- Requirements and specifications for the water and sewer connections will be verified, reviewed, and approved by the Utilities Department prior to issuance of a Building Permit for the project.

Building:

- The building must meet the 2012 International Building Code and Title 15 Buildings and Construction of Ketchum Municipal Code.
- Building Department requirements and associated specifications for the required improvements must be verified, reviewed, and approved prior to issuance of a Building Permit for the project.

Planning and Zoning:

Comments are denoted throughout Tables 1, 2, and 3

Table 2: Zoning and Dimensional Standard Analysis

Compliance with Zoning and Dimensional Standards				
Compliant			**Standards and Staff Comments**	
Yes	**No**	**N/A**	**Ketchum Municipal Code Standard**	**City Standards and Staff Comments**
☒	☐	☐	**17.12.050**	**Minimum Lot Area**
			Staff Comment	**Required:** 8,000 square feet minimum **Existing:** Lot 15 has a total area of 10,726 square feet sq ft (0.23 acres)
☒	☐	☐	**17.12.050**	**Building Coverage**
			Staff Comment	**Permitted:** 75% **Proposed:** Existing Decked Building: 2,305 square feet building coverage Addition: 1,051 square feet building coverage Proposed Total Building Coverage: 32% (3,356 square feet building coverage/10,726 square feet lot area)
☒	☐	☐	**17.12.050**	**Minimum Building Setbacks**
			Staff Comment	**Minimum Required Setbacks:** Front: 20' Side: 0' for internal side yards Rear: 0' **Proposed:** Front (Lewis Street/east): 43' Side (interior/north): 0' Side interior/side): 10'

				Rear (west): 10’
☒	☐	☐	**17.12.050**	**Building Height**
			Staff Comment	**Maximum Building Height Permitted:** 35’ **Non-habitable Structures Located on Building Rooftops**: 6 ft above roof surface height **Parapets and Rooftop Walls Screening/Enclosing Mechanical Equipment**: 4 ft above roof surface height **Rooftop Solar and Mechanical Equipment Above Roof Surface**: 5 ft above roof surface height **Proposed:** Existing Decked Building Height: 24 feet Proposed Addition Building Height Top of Roof: 24 feet Proposed Addition Building Height Top of Parapet: 25 feet The project plans do not indicate rooftop mechanical equipment or non-habitable structures.
☒	☐	☐	**17.125. 030.H**	**Curb Cut**
			Staff Comment	**Maximum Permitted:** A total of 35% of the linear footage of any street frontage can be devoted to access off street parking. **Proposed:** No changes are proposed to the access from Lewis Street. The property has 88 feet of frontage along Lewis Street. Two 13-foot wide driveways access the development along Lewis Street at the north and south corners of the property. 30% (26-feet of rolled curb/88 linear feet along Lewis Street) of the property’s street frontage along Lewis Street is used to access the Decked Building.
☒	☐	☐	**17.125.020.A1 & 17.125.040.B**	**Parking Spaces**
			Staff Comment	**Required:** Pursuant to KMC §17.125.020.A2, off-street parking requirements apply to any existing structure or use that is expanded or enlarged. Additional off-street parking spaces shall be required only to serve the enlarged or expanded area, not the entire building or use. Light Industrial Districts Parking Requirements Wholesale, Manufacturing, Industrial Laundry, Hybrid Production Facility, and all other permitted uses: 1 parking space per 1,000 gross square feet Existing Decked Building: 4,071 gross square feet: 4 parking spaces required Proposed Addition: 1,825 gross square feet: 2 parking spaces required Total Required: 6 parking spaces **Proposed** 8 parking spaces are designated within the surface parking lot.
☒	☐	☐	**17.125.040.D**	**Off Street Vehicle Loading Area**
			Staff Comment	**Required:**

				In the LI-1, LI-2, and LI-3 Districts, off street loading areas shall be required as an accessory use for new construction or additions involving an increase in gross floor area as follows: 1. Number Of Spaces: a. One off street loading space is required for gross floor area in excess of two thousand (2,000) square feet. b. No loading space shall occupy any part of a public street, alley, driveway, or sidewalk. Where practicable to do so, an alley may be used in lieu of the requirement for off street loading space(s) if permission is granted by the Administrator. 2. Dimensions: An off-street loading space shall be a minimum of one hundred eighty (180) square feet with no length of the space being less than ten feet (10'). **Proposed**: The site plan indicates 1 loading area in front of the proposed addition. The associated dimensions of the loading area have not been indicated on the project plans. The loading space shall be a minimum of 180 square feet with no length of the space being less than 10 feet. The project plans submitted with the Building Permit application shall specify the dimensions of the loading space to ensure compliance with Ketchum Municipal Code §17.125.040.D.

Table 3: Design Review Standards Analysis

Design Review Requirements IMPROVEMENTS AND STANDARDS: 17.96.060				
Yes	**No**	**N/A**	**City Code**	**City Standards and Staff Comments**
☐	☐	☒	**17.96.060.A1 Streets**	**The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.**
			Staff Comments	The existing Decked Building development is accessed off Lewis Street.
☐	☐	☒	**17.96.060.A2 Streets**	**All street designs shall be approved by the City Engineer.**
			Staff Comments	No changes are proposed to Lewis Street or the existing driveway accesses.
☐	☐	☒	**17.96.060.B1**	**All projects under 17.96.010(A) that qualify as a "Substantial Improvement" shall install sidewalks as required by the Public Works Department.**
			Staff Comments	Ketchum Municipal Code §17.08.020 defines substantial improvement as any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure over a 3 year time frame either: (1) before the improvement or repair is started, or (2) if the structure has been damaged and is being restored, before the damage occurred. The applicant has indicated that the proposed addition project will not qualify as a substantial improvement. The Decked Building was built in 1990. The last improvement was constructed 4 years ago in 2016. According to the Blaine County Assessor's Office, the market value of the commercial structure is $448,167.

				Staff will confirm that the project does not qualify as substantial improvement prior to issuance of a Building Permit for the project. The applicant shall submit the estimated cost of construction with the Building Permit application. This estimated cost of construction shall include the total value of the work, including materials and labor. The Building Official may require documentation of the valuation as necessary to ensure correct valuation of the project. If the estimated cost of construction exceeds 50% of the market value of the structure, then the developer shall install sidewalks to the City's right-of-way standards.
☐	☐	☒	**17.96.060B2c**	**Sidewalk width shall conform to the City's right-of-way standards, however the City Engineer may reduce or increase the sidewalk width and design standard requirements at their discretion.**
			Staff Comments	See analysis for Ketchum Municipal Code §17.96.060.B1. The developer is not required to install sidewalks as the project does not qualify as a substantial improvement. An existing 5-foot sidewalk borders the property along Lewis Street. The Lewis Street right-of-way is 80 feet wide. The City right-of-way standard for 80-foot wide streets includes an 8-foot sidewalk.
☐	☐	☒	**17.96.060.B3**	**Sidewalks may be waived if one of the following criteria is met:** **a. The project comprises an addition of less than 250 square feet of conditioned space.** **b. The City Engineer finds that sidewalks are not necessary because of existing geographic limitations, pedestrian traffic on the street does not warrant a sidewalk, or if a sidewalk would not be beneficial to the general welfare and safety of the public.**
			Staff Comments	N/A. Sidewalks are not required to be installed as the project does not qualify as a substantial improvement.
☐	☐	☒	**17.96.060.B4**	**The length of sidewalk improvements constructed shall be equal to the length of the subject property line(s) adjacent to any public street or private street.**
			Staff Comments	N/A. The developer is not required to install sidewalks as the project does not qualify as a substantial improvement. The existing 5-foot sidewalk extends the full length of the front property line along Lewis Street.
☐	☐	☒	**17.96.060.B5**	**New sidewalks shall be planned to provide pedestrian connections to any existing or future sidewalks adjacent to the site. In addition, sidewalks shall be constructed to provide safe pedestrian access to and around a building.**
			Staff Comments	N/A. The developer is not required to install sidewalks as the project does not qualify as a substantial improvement. The existing sidewalk connects to the 5-foot sidewalk along Lewis Street.
☐	☐	☒	**17.96.060.B6**	**The City may approve and accept voluntary cash contributions in-lieu of the above described improvements, which contributions must be segregated by the City and not used for any purpose other than the provision of these improvements. The contribution amount shall be one hundred ten percent (110%) of the estimated costs of concrete sidewalk and drainage improvements provided by a qualified contractor, plus associated engineering costs, as approved by the City Engineer. Any approved in-lieu contribution shall be paid before the City issues a certificate of occupancy.**
			Staff Comments	N/A. Staff does not recommend a voluntary cash contribution in-lieu of improvements for this project.

☒	☐	☐	**17.96.060.C1**	**All storm water shall be retained on site.**
			Staff Comments	All storm water shall be retained on site including water from roof drains. The applicant has indicated that drainage is existing and no additional drainage improvements have been indicated on the project plans. Prior to issuance of a Building Permit for the project, the City Engineer and Streets Department shall determine if additional drainage improvements are necessary. If additional drainage improvements are required, then the drainage improvements shall be indicated on civil drawings stamped by an Idaho-licensed engineer for final review and approval by the City Engineer and Streets Department. See Table 1 for City Department comments including City Engineer and Streets Department conditions.
☒	☐	☐	**17.96.060.C2**	**Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.**
			Staff Comments	See above Staff comment for Ketchum Municipal Code §17.96.060(C)(1). All drainage improvements are required to meet City standards. Prior to issuance of a Building Permit for the project, the City Engineer and Streets Department shall determine if additional drainage improvements are necessary. All drainage improvements shall be indicated on civil plans stamped by an Idaho licensed engineer and require review approval from the City Engineer & Streets Department prior to issuance of a Building Permit for the project.
☒	☐	☐	**17.96.060.C.3**	**The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.**
			Staff Comments	No additional drainage improvements have been indicated on the project plans. Prior to issuance of a Building Permit for the project, the City Engineer and Streets Department shall determine if additional drainage improvements are necessary. If additional drainage improvements are required, then the drainage improvements shall be indicated on civil drawings stamped by an Idaho-licensed engineer for final review and approval by the City Engineer and Streets Department. See Table 1 for City Department comments including City Engineer and Streets Department conditions.
☒	☐	☐	**17.96.060.C.4**	**Drainage facilities shall be constructed per City standards.**
			Staff Comments	See above Staff comment for Ketchum Municipal Code §17.96.060(C)(1). All drainage improvements are required to meet City standards. All drainage improvements shall be indicated on civil plans stamped by an Idaho licensed engineer and require review approval from the City Engineer & Streets Department prior to issuance of a Building Permit for the project.
☒	☐	☐	**17.96.060.D1**	**All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.**
			Staff Comments	The applicant is aware of this requirement. The existing development is connected to the municipal water and sewer system. If Idaho Power requires an upgrade to the electrical service to serve the proposed addition, then the applicant shall indicate all utility upgrades on the project plans submitted with the Building Permit application. See Table 2 for Utilities Department comments and conditions.
☒	☐	☐	**17.96.060.D2**	**Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.**
			Staff Comments	All utilities within the development site shall be underground and concealed from public view. Sheet A-1 of the project plans indicates that utility meters

				will be installed at the rear of the addition behind the existing Decked Building. Prior to issuance of a Certificate of Occupancy for the project, Planning & Building Department Staff will conduct an inspection to ensure that all utilities are concealed from public view. See above Staff comment for Ketchum Municipal Code §17.96.060(D)(1).
☒	☐	☐	**17.96.060.D3**	**When extension of utilities is necessary all developers will be required to pay for and install two (2") inch SDR11 fiber optical conduit. The placement and construction of the fiber optical conduit shall be done in accordance with city of Ketchum standards and at the discretion of the City Engineer.**
			Staff Comments	The applicant is aware of this requirement and will comply with these standards.
☒	☐	☐	**17.96.060.E1**	**The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.**
			Staff Comments	The addition project will match the existing building's colors and materials. The exterior materials and colors include gray stucco, dark bronze metal fascia and trim, vertical wood siding, and windows. The project's materials, colors, and signing complement neighboring buildings in the light industrial area. The neighboring building to the south is comprised of grayish-brown split-block face. The Roth Building Condominiums to the north is comprised of stucco and glass.
☐	☐	☒	**17.96.060.E2**	**Preservation of significant landmarks shall be encouraged and protected, where applicable. A significant landmark is one which gives historical and/or cultural importance to the neighborhood and/or community.**
			Staff Comments	N/A. There are no identified landmarks on the property.
☒	☐	☐	**17.96.060.E3**	**Additions to existing buildings, built prior to 1940, shall be complementary in design and use similar material and finishes of the building being added to.**
			Staff Comments	As noted on Sheet A-1 of the project plans, the addition's exterior materials will match the existing building. The two-story addition matches the scale of the existing building with consistent dimensions and box-shaped building form.
☒	☐	☐	**17.96.060.F1**	**Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.**
			Staff Comments	The existing building is setback 43 feet from the front property line along Lewis Street. The addition will add an additional entrance to the Decked Building. The building entrances are defined by overhanging elements. The addition project includes a dark bronze steel deck that extends over the entrance to the new addition.
☒	☐	☐	**17.96.060.F2**	**The building character shall be clearly defined by use of architectural features**.
			Staff Comments	The addition project will add more character and visual texture to the front façade. The two-story addition combines a garage door on the first level with a cantilevered deck and large rectangular windows at the second level to add visual interest. The existing vertical wood siding in the middle of the front façade further distinguishes this light industrial building.
☒	☐	☐	**17.96.060.F3**	**There shall be continuity of materials, colors and signing within the project.**
			Staff Comments	The same materials and color schemes are used on all four facades of the building. The addition project will match the existing building's colors and

				materials. The exterior materials and colors include gray stucco, dark bronze metal fascia and trim, vertical wood siding, and windows. The project's materials, colors, and signing complement neighboring buildings in the light industrial area.
☐	☐	☒	**17.96.060.F4**	**Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.**
			Staff Comments	The rear property line is bordered by a 5-foot tall concrete wall built in the 1990s to buffer the light industrial area from the neighborhood to the west. This buffer is enhanced by the Northwood Place Apartment's carport wall. The existing swinging bench resembling a chairlift placed at the front of the building is a unique feature that adds a piece of mountain-town flair to the development. The applicant indicated with the material submitted with the Design Review application that landscaping was existing on the project site. This landscaping has been removed from the project site. The landscaping had included four cherry trees with irrigated lawn bordering the front property line to buffer the surface parking lot from Lewis Street. Landscaping is required for all projects and must provide a substantial buffer between land uses, including streets and parking lots. The applicant shall submit an updated landscape plan.
☒	☐	☐	**17.96.060.F5**	**Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.**
			Staff Comments	The proposed elevation views provided by the applicant show that all building walls provide undulation and relief, serving to reduce the appearance of bulk and flatness at all façades. The façades combine horizontal and vertical elements with one- and two-story elements through the variation of siding and exterior materials, projecting elements, and fenestration provided through multiple window and door openings. The addition project will add more character and visual texture to the front façade. The two-story addition includes combines a garage door on the first level with a cantilevered deck and large rectangular windows at the second level to add visual interest. The existing vertical wood siding in the middle of the front façade further distinguishes this light industrial building.
☒	☐	☐	**17.96.060.F6**	**Building(s) shall orient towards their primary street frontage.**
			Staff Comments	The front façade of the building orients towards Lewis Street.
☒	☐	☐	**17.96.060.F7**	**Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.**
			Staff Comments	The dumpster and recycling area will be located at the southwest corner of the property. The project plans indicate that a gate will enclose this area and screen the dumpster from public view. Details and specifications have not been indicated on the project plans for the proposed gate. Pursuant to Ketchum Municipal Code §17.124.130.D, freestanding fences and walls shall not exceed 7 feet in the light industrial zones. The applicant shall provide specifications for the proposed garbage-enclosure-gate with the project plans submitted with the Building Permit application for review and approval by the Planning Department.

☒	☐	☐	**17.96.060.F8**	**Building design shall include weather protection which prevents water to drip or snow to slide on areas where pedestrians gather and circulate or onto adjacent properties.**
			Staff Comments	The majority of the roof system is flat with roof drains that prevent water from dripping or snow from sliding onto circulation areas. The new balcony projecting from the second floor of the addition and the existing projecting band that projects over the recessed doorway will provide weather protection for people entering and exiting the building.
☒	☐	☐	**17.96.060.G1**	**Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.**
			Staff Comments	An existing 5-foot sidewalk extends across Northgate Subdivision along Lewis Street.
☐	☐	☒	**17.96.060.G2**	**Awnings extending over public sidewalks shall extend five (5') feet or more across the public sidewalk but shall not extend within two (2') feet of parking or travel lanes within the right of way.**
			Staff Comments	N/A as no awnings are proposed to extend across the public sidewalk.
☒	☐	☐	**17.96.060.G3**	**Traffic shall flow safely within the project and onto adjacent streets. Traffic includes vehicle, bicycle, pedestrian and equestrian use. Consideration shall be given to adequate sight distances and proper signage.**
			Staff Comments	Vehicular traffic will access the development from Lewis Street. Prior to issuance of a Building Permit for the project, the City Engineer and Streets Department shall review the civil drawings to ensure adequate sight distances and proper signage for the proposed parking access.
☒	☐	☐	**17.96.060.G4**	**Curb cuts and driveway entrances shall be no closer than twenty (20') feet to the nearest intersection of two or more streets, as measured along the property line adjacent to the right of way. Due to site conditions or current/projected traffic levels or speed, the City Engineer may increase the minimum distance requirements.**
			Staff Comments	No changes are proposed to the two 13-foot driveway entrances. Prior to issuance of a Building Permit for the project, the City Engineer and Streets Department shall review the civil drawings to ensure adequate sight distances and proper signage for the proposed parking access.
☒	☐	☐	**17.96.060.G5**	**Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.**
			Staff Comments	Lewis Street provides unobstructed access for emergency vehicles, snowplows, garbage trucks, and similar service vehicles. Prior to issuance of a Building Permit for the project, the applicant shall submit a will-serve letter from Clear Creek Disposal for the relocated dumpster.
☐	☐	☒	**17.96.060.H1**	**Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas**.
			Staff Comments	As permitted pursuant to KMC §17.96.060.H4, the applicant has proposed hauling the snow off-site in lieu of providing a designated snow storage area.
☐	☐	☒	**17.96.060.H2**	**Snow storage areas shall be provided on-site.**
			Staff Comments	N/A. As indicated on Sheet CS of the project plans, the applicant has proposed hauling snow from the site as permitted pursuant to KMC §17.96.060.H4.

☐	☐	☒	**17.96.060.H3**	**A designated snow storage area shall not have any dimension less than five (5') feet and shall be a minimum of twenty-five (25) square feet.**
			Staff Comments	As permitted pursuant to KMC §17.96.060.H4, the applicant has proposed hauling the snow off-site in lieu of providing a designated snow storage area.
☒	☐	☐	**17.96.060.H4**	**In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.**
			Staff Comments	As noted on Sheet CS of the drawings, the applicant has proposed hauling the snow off-site in lieu of providing a snow storage area on-site. Prior to issuance of a Building Permit for the project, the applicant shall submit the Off-Site Snow Storage Permit application and associated fee to the Planning & Building Department for review and approval. The permit shall specify the address as well as the dimensions of the proposed off-site snow storage area.
☐	☒	☐	**17.96.060.I1**	**Landscaping is required for all projects**.
			Staff Comments	The applicant indicated with the material submitted with the Design Review application that landscaping was existing on the project site. This landscaping has been removed from the project site. The landscaping had included four cherry trees with irrigated lawn bordering the front property line to buffer the surface parking lot from Lewis Street. Landscaping is required for all projects and must provide a substantial buffer between land uses, including streets and parking lots. The applicant shall submit an updated landscape plan.
☐	☒	☐	**17.96.060.I2**	**Landscape materials and vegetation types specified shall be readily adaptable to a site's microclimate, soil conditions, orientation and aspect, and shall serve to enhance and complement the neighborhood and townscape.**
			Staff Comments	The applicant shall submit an updated landscape plan for review and approval by the Planning & Zoning Commission. The landscape materials and vegetation types shall be readily adaptable to the site's microclimate, soil conditions, orientation, and aspect.
☐	☒	☐	**17.96.060.I3**	**All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.**
			Staff Comments	The applicant shall submit an updated landscape plan for review and approval by the Planning & Zoning Commission. All proposed landscape materials and vegetation types shall be drought tolerant. The applicant is encouraged to select native species.
☐	☒	☐	**17.96.060.I4**	**Landscaping shall provide a substantial buffer between land uses, including, but not limited to, structures, streets and parking lots. The development of landscaped public courtyards, including trees and shrubs where appropriate, shall be encouraged.**
			Staff Comments	The applicant shall submit an updated landscape plan for review and approval by the Planning & Zoning Commission. Landscaping shall provide a substantial buffer between land uses, including, but not limited to, structures, streets and parking lots. The development of landscaped public courtyards, including trees and shrubs where appropriate, shall be encouraged.
☐	☐	☒	**17.96.060.J1**	**Where sidewalks are required, pedestrian amenities shall be installed. Amenities may include, but are not limited to, benches and other seating, kiosks, bus shelters, trash receptacles, restrooms, fountains, art, etc. All**

				public amenities shall receive approval from the Public Works Department prior to design review approval from the Commission.
			Staff Comments	N/A. Sidewalks are not required for this project as the addition does not qualify as a substantial improvement.

STAFF RECOMMENDATION

After considering the project plans attached as Exhibit A, the applicant's presentation, and any public comment received, Staff recommends the Commission provide feedback, direct the applicant to submit an updated landscape plan, and move to continue review of the Design Review application to a date certain**.**

RECOMMENDED MOTION

"I move to continue review of the Decked Building Addition Design Review application to the Planning & Zoning Commission Meeting of November 10th."

EXHIBITS:

A. Decked Building Addition Design Review Submittal

Exhibit A:

Decked Building Addition Design Review Submittal

City of Ketchum
Planning & Building

OFFICIAL USE ONLY	
P20-078	
Date Received:	8-18-20
By:	MP
Pre-Application Fee Paid:	
Design Review Fee Paid:	$2745.00
Approved Date:	
Denied Date:	
By:	
ADRE: Yes ☐ No ☐	

Design Review Application

APPLICANT INFORMATION	
Project Name: 345 LEWIS ST. ADDITION	Phone: 208-720-2280
Owner: 345 LEWIS ST. LLC	Mailing Address: P.O. BOX 44 SUN VALLEY, ID. 83353
Email: elisasmith@mac.com	
Architect/Representative: C. Michael Barker, AIA	Phone: 208.720.3690
Email: cmbarker@cox.net	Mailing Address: P.O. BOX 2702 Ketchum, ID. 83340
Architect License Number: AR-2029	
Engineer of Record: MAXWELL STRUCTURAL DESIGN STUDIO	Phone: 208.721.2171
Email: craig@maxwellsds.com	Mailing Address: P.O. BOX 1911 SUN VALLEY, ID. 83353
Engineer License Number:	

All design review plans and drawings for public commercial projects, residential buildings containing more than four (4) dwelling units and development projects containing more than four (4) dwelling units shall be prepared by an Idaho licensed architect or an Idaho licensed engineer.

PROJECT INFORMATION				
Legal Land Description: LOT 15, BLOCK 1, NORTHGATE SUB.				
Street Address: 345 LEWIS ST.				
Lot Area (Square Feet): 10,726.02 SF				
Zoning District: LI-2				
Overlay District:	☐ Floodplain	☐ Avalanche	☐ Mountain	
Type of Construction:	☐ New	☒ Addition	☐ Remodel	☐ Other
Anticipated Use: INDUSTRIAL DESIGN			Number of Residential Units: NONE	

TOTAL FLOOR AREA	Proposed – Gross	Existing
Basements	Sq. Ft.	Sq. Ft.
1st Floor	936 Sq. Ft.	2,305 Sq. Ft.
2nd Floor	889 Sq. Ft.	1,766 Sq. Ft.
3rd Floor	Sq. Ft.	Sq. Ft.
Mezzanine	Sq. Ft.	Sq. Ft.
Total	1,825 Sq. Ft.	4,071 Sq. Ft.

FLOOR AREA RATIO		
Community Core:	Tourist:	General Residential-High:

BUILDING COVERAGE/OPEN SPACE
Percent of Building Coverage: 23.63%

DIMENSIONAL STANDARDS/PROPOSED SETBACKS			
Front: 43'	Side: SOUTH 10'	Side: NORTH 0' LOTLINE	Rear: 10'
Building Height: 24'			

OFF STREET PARKING
Parking Spaces Provided: 9
Curb Cut: Sq. Ft. % EXISTING ROLLED CURB 100%

WATER SYSTEM	
☒ Municipal Service	☐ Ketchum Spring Water

The Applicant agrees in the event of a dispute concerning the interpretation or enforcement of the Design Review Application in which the city of Ketchum is the prevailing party, to pay the reasonable attorney fees, including attorney fees on appeal and expenses of the city of Ketchum. I, the undersigned, certify that all information submitted with and upon this application form is true and accurate to the best of my knowledge and belief.

C. Michael Bash 8/17/2020

Signature of Owner/Representative architectural representative Date

DESIGN REVIEW EVALUATION STANDARDS

(May not apply to Administrative Design Review):

17.96.060: IMPROVEMENTS AND STANDARDS FOR ALL PROJECTS

A. Streets:
   1. The applicant shall be responsible for all costs associated with providing a connection from an existing city streets to their development.
   2. All streets designs shall be in conformance with the right-of-way standards and approved by the Public Works Director.

B. Sidewalks:
   1. All projects under 17.96.010(A) that qualify as a "Substantial Improvement" shall install sidewalks in conformance with the right-of-way standards. Sidewalk improvements may be waived for projects that qualify as a "Substantial Improvement" which comprise additions of less than 250 square feet of conditioned space.
   2. The length of sidewalk improvements constructed shall be equal to the length of the subject property line(s) adjacent to any public street or private street.
   3. New sidewalks shall be planned to provide pedestrian connections to any existing or future sidewalks adjacent to the site. In addition, sidewalks shall be constructed to provide safe pedestrian access to and around a building.
   4. The city may approve and accept voluntary cash contributions in-lieu of the above described improvements, which contributions must be segregated by the city and not used for any purpose other than the provision of these improvements. The contribution amount shall be one hundred ten percent (110%) of the estimated costs of concrete sidewalk and drainage improvements provided by a qualified contractor, plus associated engineering costs, as approved by the Public Works Director. Any approved in-lieu contribution shall be paid before the city issues a certificate of occupancy.

C. Drainage:
   1. All storm water shall be retained on site.
   2. Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.
   3. The Public Works Director may require additional drainage improvements as necessary, depending on the unique characteristics of a site.

DESIGN REVIEW APPLICATION CERTIFICATION OF COMPLETENESS

Project Name:	Reviewed by:
Date:	Time:

REQUIRED DOCUMENTS (CHECK ALL THAT APPLY):

☒ Design review application form including project name, location, applicant, owner, project representatives and contact information.

☐ One (1) PDF electronic set of the complete application containing all requirements as listed below, plans appropriately scaled, shall be submitted. Electronic record of the materials and color sample board may be satisfied with photos. One (1) hardcopy set of scalable plans showing at a minimum the following:

☒ Vicinity map, to scale, showing the project location in relationship to neighboring buildings and the surrounding area. Note: a vicinity map must show location of adjacent buildings and structures.

☒ Drainage plan (grading, catch basins, piping, and dry-wells). EXISTING

☒ Utilities plan (location and size of water and sewer mains and services, gas, electric, TV and phone).

☒ Site plan, to scale, showing proposed parking (including parking stall dimensions), loading, general circulation and snow storage. List square footage of subject property including lot dimensions.

☒ Landscape plan (existing landscaping on the site shown and adjacent right-of-way as retained, relocated or removed; proposed landscaping including species type, size and quantity). EXISTING

☒ Floor plan. List gross and net square footage for each floor. List occupancy classification and type of construction.

☒ Detailed elevations of all sides of the proposed building and other exterior elements (colors, materials).

☒ Exterior lighting plan, pursuant to chapter 17.132, showing location, height, type and lumen output; spec sheets for fixtures; illuminance levels/photometrics for area lighting.

☒ One (1) 11" x 17" materials and colors sample board showing all exterior materials used on the façade of the structure. A digital copy may be sufficient as approved by the Administrator.

☐ Construction management plan showing where staging will occur, where materials are stored and parking plan for contractors. If any staging or parking shall occur off-site, a staging/parking plan must be submitted including materials storage, excavation (backfill) stockpile areas, job trailers, blue rooms, dumpsters and contractor parking.

☐ Building corners for all proposed buildings and additions shall be staked on the site and all trees proposed to be removed shall be flagged at least one week prior to the Commission meeting. The applicant shall install story poles, or other approved method, at the maximum roof peaks of the proposed buildings as required by the Administrator.

☐ For projects requiring pre-application design review, a model or computer simulation renderings, as described in subsection 17.96.010(C) of this chapter shall be required.

- For new multi-tenant buildings, a master signage plan shall be submitted.
- The Administrator may waive some submittal requirements if it is determined the information is not relevant to the design review.
- Other information as required by the Administrator or the Commission.
- Design review fee shall be submitted as described in section 17.96.100 of this chapter.

STAFF COMMENTS:

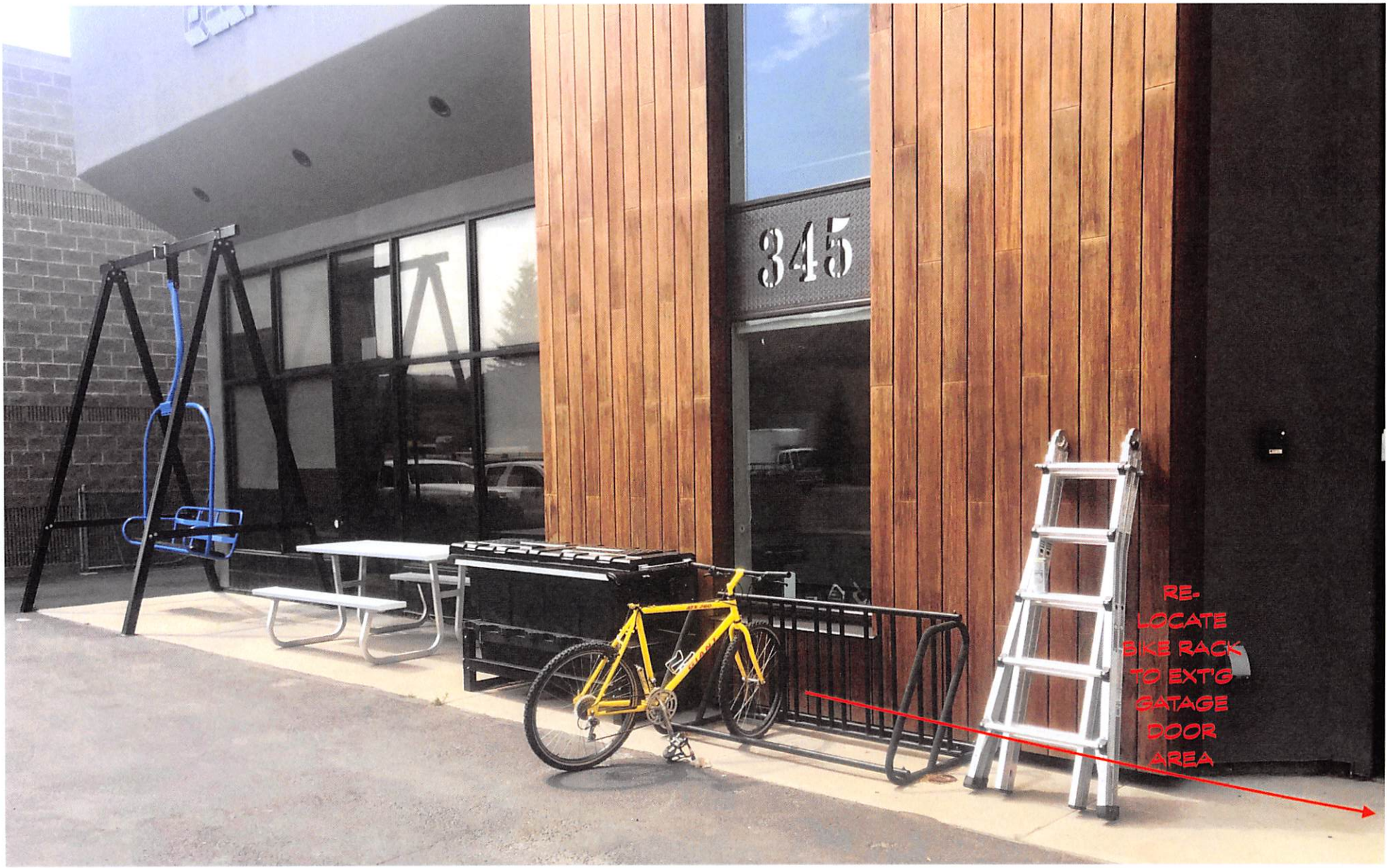
EXISTING SOUTH VIEW

EXISTING NORTH VIEW

EXISTING WEST VIEW

EXISTING EAST VIEW

DIAMOND PLATE STEEL- MATCH AT NEW DECK RAIL
345

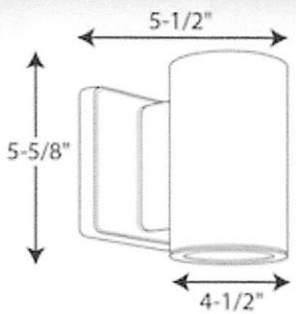

345
RE-
LOCATE
BIKE RACK
TO EXT'G
GATAGE
DOOR
AREA

GATE POST
DUMPSTER &
RECYCLE AREA
GATE SWING

10'-4" high
9'-4" high
CARPORT WALL @ WEST
PROPERTY LINE

PROGRESS LIGHTING

Progress Lighting - P563000-143-30K - Cylinders - 5.63 Inch 12W 1 LED Outdoor Wall Lantern



Product Overview

Features

- Includes a clear shade
- Integrated LED lighting
- This product is designed for use outdoors
- Dimmable via Triac / Forward Phase dimming
- CSA rated for wet locations
- Compliant with California Title 24 energy standards
- Includes a 5 year warranty manufacturer warranty

Dimensions

- Height: 5-5/8"
- Width: 4-1/2"
- Product Weight: 1.4 lbs
- Wire Length: 6"

Electrical Specifications

- Bulb Base: Integrated LED
- Number of Bulbs: 1
- Bulb Included: Yes
- Lumens: 1038
- Wattage: 12 watts

PROGRESS LIGHTING

Project:

Fixture Type:

Location:

Contact:

P8061 Series

5" LED New Construction and Remodel • Wet Location

PROGRESS LED

Specifications:

P8061-28/30K9-AC1-L06

Description:

The P8061 is ideal for use in both new construction as well as remodel/retrofit. Light output is comparable to that of a typical 65W incandescent downlight, providing up to 75% energy savings. The P8061 is equipped with both Edison base adaptor and quick link connector allowing easy installation in many standard incandescent recessed housings.

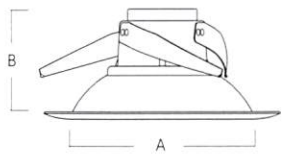
Construction:

- Diffused polycarbonate lens controls direct glare from the LEDs
- Easy "Push and Twist" installation with (3) friction spring clips
- Can be installed in most competitors 5" recessed housings
- Dimmable to 10% with many electronic low voltage dimmers
- Suitable for use in IC or NON-IC Applications with 25°C (77°F) continuous room side ambient temperature.
- Provided with quick link for use with E26 Edison Base adapter

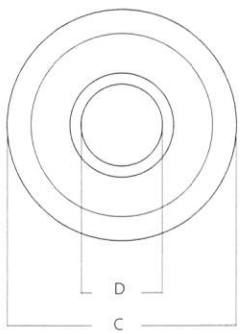
Images:

Dimensions:

A	B
4.5"	4"



C	D
6.2"	2.75"



Performance:

Input Power	13W
Input Voltage	120V
Input Frequency	60Hz
Lumens/LPW	661/51 (LM-79)
CCT	3000K
CRI	90+
Life	60,000 (L70/TM-21)
EMI/RFI	FCC Title 47, Part 15, Class B
Min. Start Temp	-30° C
Max. Operating Temp	30° C
Warranty	5 yrs.
Labels	cCSAus classified for wet locations

Catalog number:

Base		Finish	/	Color Temp	CRI		Voltage		Lumen Package
P8061	-	**20** - Bronze **28** - White **31** - Black **82** - Metallic Gray	/	**30K** - 3000K	**9** - 90+	-	**AC1** - 120V	-	**L06** - 661 Lumens

PROGRESS LIGHTING

P8061 Series

5" LED New Construction and Remodel • Wet Location

PROGRESS LED

Photometrics:

P8061-28/30K9-AC1-L06

ELECTRICAL DATA	P8061-28/30K9-AC1-L06
Input Voltage	120V
Input Frequency	50-60 Hz
Input Current	0.11A
Input Power	12.8W
Power Factor	>0.90
THD	<20%
EMI Filtering	FCC 47CFR Part 15, Class B
Operating Temperature	-30°C to 60°C
Dimming	Yes*

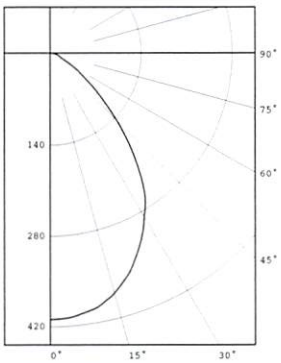
Over-voltage, over-current, short-circuit protected

*See Dimming Notes for more information

PERFORMANCE DATACHART

Single Unit, Initial Footcandles, 30" Work Plane							Ceiling to Floor Height (ft)	Multiple Units, Initial Footcandles, 30" Work Plane			
Nadir	10°		20°		30°			Spacing is Maximum Over Work Plane, SMH = 1			
FC	FC	Dia (ft)	FC	Dia (ft)	FC	Dia (ft)		Fixture Spacing (ft)	RCR 2	RCR 5	RCR 7
33	31	1	24	3	15	4	6	4.0	44	33	28
14	13	2	10	4	6	6	8	6.0	18	13	11
6	6	3	5	6	3	9	10.5	9.0	8	6	5
5	4	3	3	7	2	11	12	10.0	6	4	4

P8061-28/30K9-AC1-L07
LED Light Engine: 3000K 90 CRI
System Wattage: 12.8
Fixture delivered lumens: 661
Fixture Efficacy: 51.6
Spacing Criteria: 1.0



CANDELA DISTRIBUTION

DEG	CANDELA
0	409
5	406
15	381
25	325
35	250
45	145
55	65
65	22
75	12
85	4
90	0

Test No. 15.01694
Tested at 25°C Ambient in accordance to IESNA LM-79-2008
Tested in P84-AT housing

ZONAL LUMEN SUMMARY

ZONE	LUMENS	%LUMINAIRE
0-30	295	44.5%
0-40	449	67.9%
0-60	620	93.8%
0-90	661	100.0%

COEFFICIENTS OF UTILIZATION
Zonal Cavity Method

Room Cavity Ratio	% Effective Ceiling Cavity Reflectance									
	80%				70%		50%		30%	
	20% Effective Floor Cavity Reflectance									
	% Wall Reflectance									
	70	50	30	10	70	10	50	10	50	10
1	112	108	105	102	109	100	102	97	98	94
3	97	88	82	77	95	76	84	75	82	74
5	84	74	66	61	82	60	71	60	69	59
7	74	62	55	49	72	49	60	49	59	49
9	65	53	46	41	64	41	52	41	51	41

P8061-28/30K9-AC1-L07 Test No. 15.01694

Dimming Notes:

P8061-28/30K9-AC1-L06

P8061 is designed to be compatible with many Electronic Low Voltage (ELV-Reverse Phase) controls. LED rated dimmer controls may offer favorable dimming performance.

The following is a partial list of known compatible dimmer controls:

Electronic Low Voltage ELV Reverse Phase Controls

Leviton	Renoir II	AWRMG-EAW
Lutron	Diva Series	(Part Number DVELV-300)
Lutron	Maestro Series	(Part Number MAELV-600)
Lutron	Nova T Series	(Part Number NTELV-300)
Lutron	Spacer Series	(Part Number SPSELV-600)
Lutron	Vierti Series	(Part Number VTELV-600)

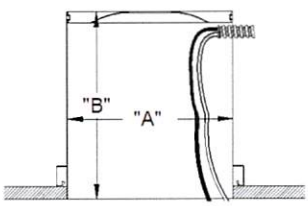
Incandescent Digital type dimmers are not recommended.

Dimming capabilities will vary depending on the dimmer control, load, and circuit installation.
Always refer to dimmer manufacturer instructions or a controls specialist for specific requirements.

Dimmer control brand names where identified above are trade names or registered trademarks of each respective company.

Compatibilty of 5" Recessed Housings:

The P8061's are cCSAus classified for us with Progress and most competitive recessed cans (with "A" and "B" dimensions) including:



"A"= 5 5/16 MIN. 6 6/8 MAX
"B"= 3 3/4 MIN.

NOTES

1. Operation in ambient temperatures higher than those specified will shorten life.
2. Warranty is limited to repair and replacement of defective parts of the LED system and does not include labor or installation. Contact Technical Support for details.

PROGRESS LIGHTING™

Progress Lighting

5 Inch LED Recessed Trim - 3000K - 650 Lumens - ELV Dimming

Model: **P8061-20/30K9-AC1-L06**

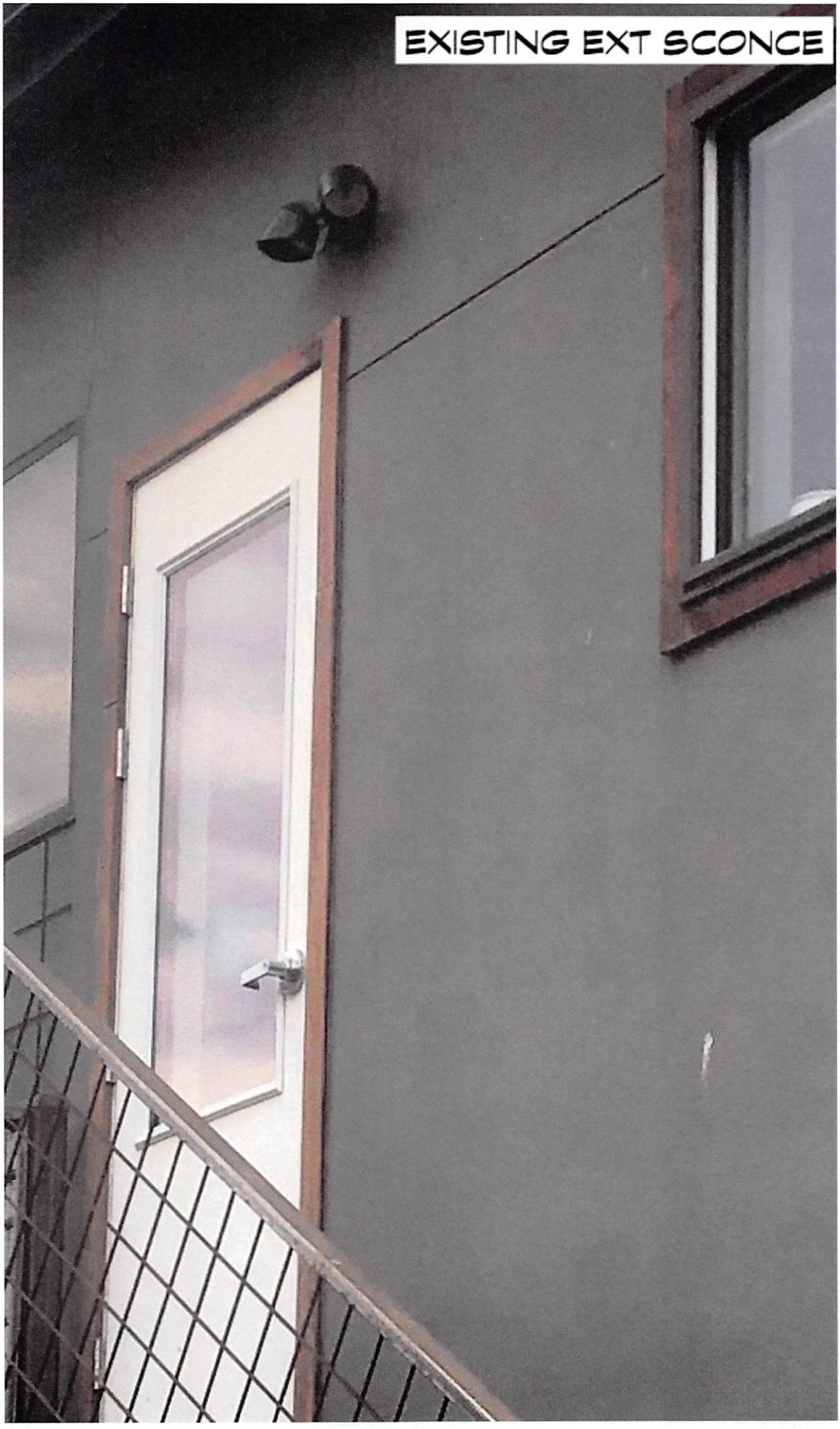
from the 5 Inch LED Trims Collection

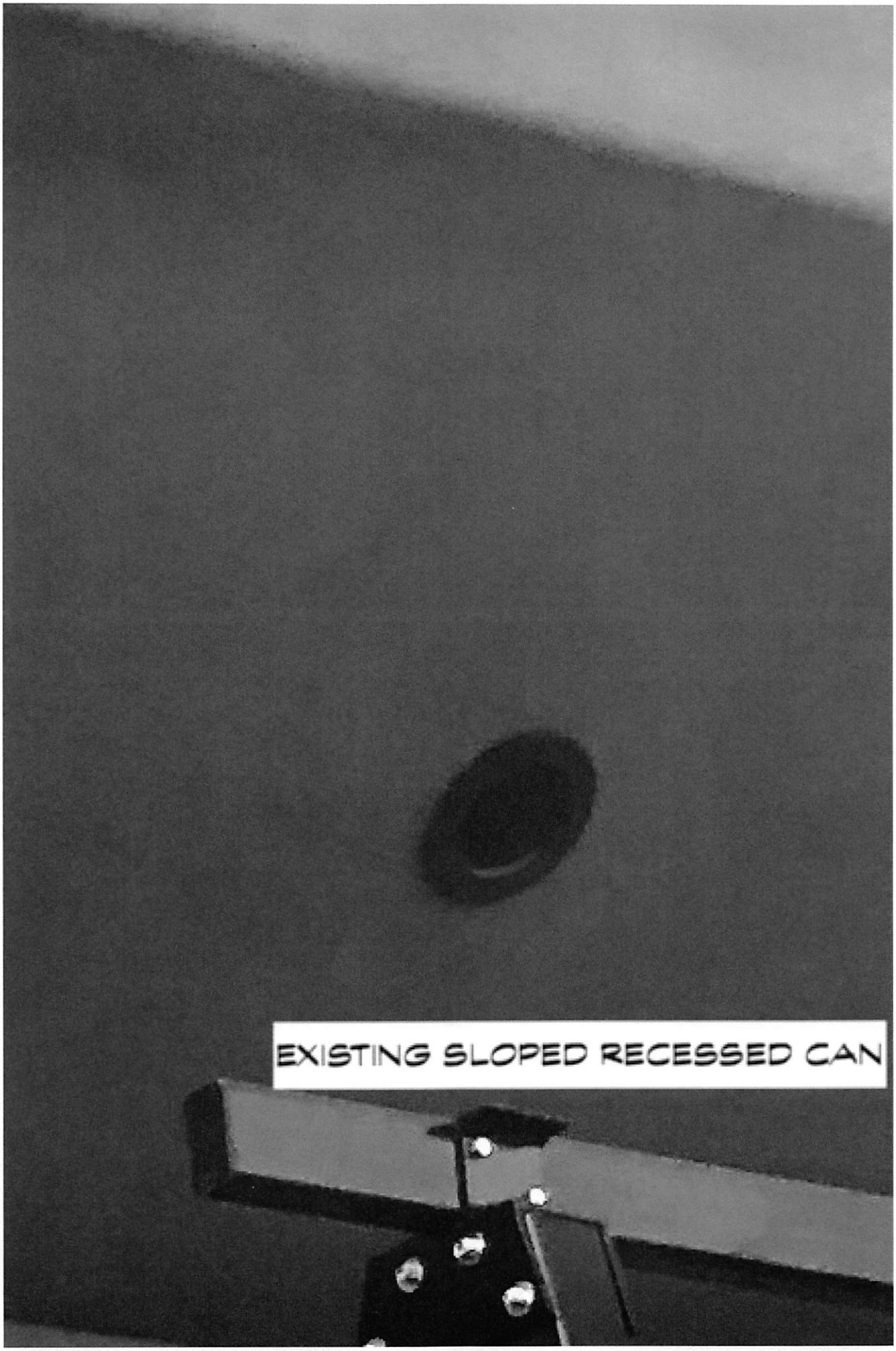
Write a Review

$19.20

Finish: Antique Bronze - 660 In Stock

Antique Bronze
$19.20
660 In Stock


EXISTING EXT SCONCE


EXISTING SLOPED RECESSED CAN

City of Ketchum
Planning & Building

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
REGULAR MEETING OF TUESDAY, OCTOBER 13TH, 2020

PROJECT: Sun Valley Electric Bicycles CUP

FILE NUMBER: P20-090

ASSOCIATED PERMITS: B19-016 (Building Permit), P17-152 (CUP, Residential Units), P17-150 (Design Review), P18-032 (Design Review, amendment), P18-130 (CUP – Residential Units, amendment)

OWNER: Parc Ferme LLC

APPLICANT: Richard ("Matt") and Karen Davis, and Mark Carnes

REQUEST: Conditional Use Permit (CUP) for motor vehicle sales

LOCATION: 100 Northwood Way, Unit C-2, Ketchum, ID (Lot 9, Northwood Light Industrial Sub)

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 September 23rd, 2020. Notice was posted at the subject location on October 6th, 2020 and on the city website on October 5th, 2020.

REVIEWER: Brittany Skelton, Senior Planner

ATTACHMENTS:
A. Application
B. Narrative
C. Floorplan, Sun Valley Electric Bicycles
D. Floorplan, ground floor, 100 Northwood Way
E. Civil site plan

480 East Ave. N. ★ P.O. Box 2315 ★ Ketchum, ID 83340 ★ main (208) 726-7801 ★ fax (208) 726-7812
facebook.com/CityofKetchum ★ twitter.com/Ketchum_Idaho ★ **www.ketchumidaho.org**

BACKGROUND AND SUMMARY

Matt and Karen Davis and Mark Carnes of Sun Valley Electric Bicycles LLC have applied for a Conditional Use Permit for Motor Vehicle Sales to occur in the ground floor commercial space C-2 of 100 Northwood Way in the Light Industrial Zoning District No. 2 (LI-2). The subject property is located at the southeast corner of Lewis Street and Northwood Way and was constructed from 2019-2020.

The two-story mixed-use building contains three (3) residential apartments on the upper floor, two commercial spaces on the ground floor, and three (3) interior parking spaces on the ground floor. Unit C-2 ("Commercial Space B" on the floor plan, Attachment D) is 1,149 square feet in size and is the subject space for this Conditional Use Permit. Unit C-1 ("Commercial Space A" on the floor plan) is 856 square feet in size and is currently occupied by Idaho Cycles, classified as "Repair Shop" in the zoning code. The upper floor of the building contains three (3) residential apartments (a studio, a 1-bedroom unit, and a 2-bedroom unit) which were approved via a Conditional Use Permit (P17-152, P18-130) in 2018.

The proposed use, Sun Valley Electric Bicycles, is comprised of several components: rental of an electric bicycle fleet, repair service of electric bicycles, and electric bicycle sales. Rental of electric bicycles is a permitted use in the LI-2 zoning district (KMC 17.12.020, footnote 16) and as is repair service ("Repair Shop"). The sale of electric bicycles however is classified as Motor Vehicle Sales. Ketchum Municipal Code Title 10, Vehicles and Traffic, Chapter 10.12, classifies electric bicycles as motor vehicles, just as Vespas and similar scooters with motors that travel on streets are classified as motor vehicles. As such a Conditional Use Permit is required. If the business plan were rental and repair only a Conditional Use Permit would not be required.

Because the use is permitted only conditionally the Commission can attach conditions to the permit to ensure the impacts and externalities of this use are mitigated and are not detrimental to the purpose and function of the Light Industrial zone. In the Conditional Use Permit Standards of Evaluation table staff has provided thorough analysis of the potential impacts this business could have and recommends conditions for preventing such impacts. The Commission may elect to impose additional condition of approval.

The applicant has supplied a floor plan for the proposed use of space as well as a narrative describing the business plan.

To date, no written public comment regarding the application has been received. Any public comment received after publication of this staff report will be forwarded to the Commission and will be included in the public record.

Table 1. Comprehensive Plan Analysis

Land Use Category: **Mixed-Use Industrial** **PRIMARY USES** *Light manufacturing, wholesale, services, automotive, workshops, studios, research, storage, construction supply, distribution and offices make up the bulk of development within this district.* **SECONDARY USES** *A limited range of residential housing types, and supporting retail are provided for within this category. Uses should generate little traffic from tourists and the general public.* **CHARACTERISTICS AND LOCATION** *The Mixed-Use Industrial category is intended to provide critical lands for Ketchum's economic growth and entrepreneurial opportunity within a vibrant business district where people can work and live in the same area.*

Automobile oriented uses are permitted only within Ketchum's LI-1 and LI-2 zoning districts. The conditional use, Automobile Sales, is consistent with the primary use of the Mixed-Use Industrial land use category.
Policy E-2(a) **Light Industrial Area as the Primary Location for New Traditional Light Industrial and Corporate Park Business Growth and Jobs** *New employment opportunities will focus primarily on clean industries within the City's industrial areas which are evolving into vibrant, mixed-use business places. Traditional light industrial includes service, warehousing, manufacturing, wholesaling, auto-related businesses, rec-tech, biotechnology, and construction.*
Electric bicycle sales represent a clean industry. Additionally, the use is compatible with the other mix of uses within the building: an existing bicycle repair shop and the upper-story residential apartments.
Policy E-1(a) **Support for Local, Independent Businesses** *Our community will foster a business climate that helps to retain our existing businesses and to attract and support new independent local businesses. This will reduce economic leakages to other communities and provide residents with essential goods and services. We also will work to encourage a greater local purchasing culture and identify voids in businesses or services that are contributing to the leakage.*
As noted in the applicant's narrative, Sun Valley Electric Bicycles intends to provide year-round bicycle service for the valley, which is uncommon (most bicycle-oriented business convert to ski rental, sales and service during the winter). The business will also be the first dedicated retailer and servicer of electric bicycles.

Table 2. City Department Comments

City Department Comments			
Compliant			
Yes	**No**	**N/A**	**City Standards and *City Department Comments***
☐	☒	☐	**Fire:** No comments at this time.
☐	☐	☒	**Streets Department and City Engineer:** • Comments related to public safety, such as lines of sight and landscaping conflicts, are being addressed prior to issuance of Certificate of Occupancy for the building. Additionally, conditions related to parking signage / prohibited parking are being included as items that must be rectified prior to issuance of the Certificate of Occupancy.
☐	☐	☒	**Utilities:** No comments at this time.
☐	☐	☒	**Building:** No comment at this time.
☒	☐	☐	**Planning and Zoning:** • Comments related to public safety, such as lines of sight and landscaping conflicts, are being addressed prior to issuance of Certificate of Occupancy for the building. Additionally, conditions related to parking signage / prohibited parking are being included as items that must be rectified prior to issuance of the Certificate of Occupancy.

Table 3. 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 *Staff Comments***

☒	☐	☐	**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.**
			Staff Comments	The Light Industrial Number Two (LI-2) District allows for a variety of permitted and conditionally permitted uses ranging from manufacturing to personal service to wholesaling to automotive uses. Per KMC §17.18.150, the LI-2 Zone is *"established with the foremost purpose of providing suitable land and environs for uses that are not appropriate in other Commercial Zones due to their light industrial nature, but which provide an essential or unique service to support the local economy and permanent year-round employment base. Uses include: 1) light manufacturing; 2) wholesale trade and distribution; 3) research and development; 4) service industries; 5) limited bulk retail and; 6) offices related to building, maintenance and construction. A secondary purpose of the LI-2 is to provide multiple-family dwellings, constructed to be secondary and subordinate to the primary light industrial purpose of the LI-2. Uses in the LI-2 are intended to generate traffic primarily from the industrial trades and secondarily by other permitted uses that, due to the natures of the uses, are not reliant on pedestrian traffic or high visibility, and/or are not permitted in other zoning districts, and/or are characterized by sale, rental, or service of large, bulky equipment or materials, necessitating location of such use in a Light Industrial Zone."* Sun Valley Electric Bicycles has a three-pronged business plan: rental of electric bicycles, service of electric bicycles, and sales of electric bicycles. The first two uses are permitted by-right in the LI-2 zoning district – bicycle repair is classified as the use Repair Shop, and although bicycle rental is classified as Retail Trade, which generally restricted in the LI-2 zone, the zoning code has a specific provision allowing the rental of sporting equipment by-right[1]. The zoning code does not, however, have a special provision allowing the sale of sporting equipment in the LI-2 zone. But, because electric bicycles are classified by Ketchum Municipal Code as motor vehicles[2] and Motor Vehicle Sales is permitted in the LI-2 zone with a Conditional Use Permit (CUP), the applicant has applied for a CUP in order to be able to sell electric bicycles from the subject property. There are two primary reasons Retail Trade is limited and restricted in the LI-2 zone: 1) General retail trade – everything from grocery items, apparel, housewares, and so forth – benefits customer, proprietor, and a community's sense of place when clustered in a district. Co-location in a district allows for a critical mass of customers to visit multiple retailers during an outing, the foot traffic of this critical mass generates a sense of activity and vibrancy, which begets more foot traffic, and businesses benefit from the spur of the moment sales that occur when a window shopper decides to make a purchase or the patron of a nearby business remembers he or she could use an item from neighboring shops. As a small mountain town Ketchum has a zoning district designed for this purpose: the downtown Community Core. In contrast, the LI zones, including LI-2, are geographic areas set aside primarily for uses that cannot occur downtown due to their operational needs (noise and visual/aesthetic conflicts, large floor area needed for bulky items, etc.) but are vital to the function of a town (building/construction trades, for example). If general retail encroaches into the LI zones there is less land and space available in city limits to support construction, maintenance, light manufacturing, and so forth. 1) Retail Trade generates, and is reliant upon, a regular stream of vehicular and pedestrian traffic to a site in order to sell goods to customers. The more sales a business makes, the more successful the business is. This is true for all retail – from housewares to building materials. As articulated KMC §17.18.15, "…Uses in the LI-2 are intended to generate traffic primarily from the industrial trades and secondarily by other permitted uses that, due to the natures of the uses, are not reliant on pedestrian traffic or high visibility, and/or are not permitted in other zoning districts, and/or are characterized by sale, rental, or service of large, bulky equipment or materials, necessitating location of such use in a Light Industrial Zone." The sale of electric bicycles, categorized as Motor Vehicles, fits with the purpose of LI-2 zone articulated in KMC §17.18.150. However, to prevent encroachment of general

				retail into the LI-2 zone in association with this business in particular, staff recommends a condition of approval restricting the sale of accessories and accoutrements to a limited floor area. It can be expected that sales of parts to repair or operate an e-bicycle are necessary on a limited basis. But an expansive floor area devoted to a vast stock of bicycle clothing and shoes, racks, panniers and frame bags, hitch or roof mounted bicycle carriers, etc. falls into the category of general Retail Trade, à la Backwoods, Elephant's Perch, or Sturtevant's. The LI-2 zoning regulations do not permit a "bike shop" of this sort. Rather, the LI-2 zoning regulations severely limit general retail trade and this Conditional Use Permit allows for the sale of electric bicycles only. The applicant's proposed floorplan indicates two areas devoted to accessory sales: one 18' long by 30" wide area labeled "Bike + Accessories Storage" at looker's left and one 18' x 30" area at looker's right labeled "Bike Parts + Accessories Storage". Each area is 45 square feet. Staff recommends a condition limiting sales of items other than the bicycles themselves to no more than 90 square feet. This represents 7.8% of the 1,149 square foot space. Further, the floor plan indicates a Coffee Bar 6' x 30". Staff recommends a condition of approval that the coffee bar be limited to complementary service of coffee to customers; this is because coffee for sale, by the cup, is categorized as Food Service and requires its own Conditional Use Permit. 1. KMC 17.12.020, footnote 16. *The following forms of retail trade are permitted: a) equipment rental, including sporting equipment and entertainment equipment; b) building, construction and landscaping materials; small engines with associated sales; c) furniture and appliances in conjunction with warehousing not to exceed 18 percent gross floor area or 900 square feet, whichever is less; d) other retail in conjunction with manufacturing, warehousing or wholesaling; it is limited to 10 percent gross floor area or 500 square feet, whichever is less. Retail uses c) and d) of this note shall have no advertising displayed from windows or building facades; and no access will be permitted onto a major arterial if an alternative access is available.* 2. KMC Title 10, Vehicles and Traffic, Chapter 10.12, *Bicycles, Human Propelled Vehicles, E-Bikes, Alternative Electric Motored Vehicles, Opdmds, Wheelchairs, and Motorized Vehicles*
☒	☐	☐	**17.116.030(B)**	**The conditional use will not materially endanger the health, safety and welfare of the community.**
			Staff Comments	The proposed conditional use, the sale of electric bicycles, will not materially endanger the health, safety, and welfare of the community. The commercial space is located within a brand-new building that includes an interior fire sprinkler system and meets all life safety building/fire code regulations. The product is low-impact and does not require use of any components or materials that will eliminate noxious or harmful fumes, byproducts, etc.
☒	☐	☐	**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.**
			Staff Comments	The purpose of the LI-2 zone, including the generation of traffic to the zoning district, is described in this table in section 17.116.030.A. Evaluation of traffic is twofold: the ability of the site to accommodate vehicles and pedestrians on-site and the off-site circulation of vehicular and pedestrian traffic generated by the proposed use. **Traffic circulation:** 100 Northwood Way is located at the southeast corner of the intersection of Northwood Way and Lewis Street along a curve in the street. There are two (2) parking spaces adjacent to the front property line (western) on Lewis Street and several parallel parking spaces on the side property line (northern) along Northwood Way. The curb cut to the parking lot serving the building is on Northwood Way.

New construction and change in use of existing buildings in the past several years has added to traffic volumes in the vicinity (Community School facility, Decked, Nomadic Vans, and the subject property and its commercial and residential tenants) and ongoing construction occurring at nearby properties (adjacent to the east, My Sun Valley Home, 145 Northwood Way Unit 2, Far and Away Adventures, and the proposed Decked expansion) will increase traffic as well. Although no single project has been of a scale or use that warranted a traffic study, it is important to be mindful of the impact Conditional Uses in particular have on traffic impacts.

For this reason, traffic circulation around and into the subject property must be conditioned to mitigate impact.

During staff site visits on September 17th, 2020 (Sherri Newland, City Engineer, and Brittany Skelton and Abby Rivin, Planning and Building) and October 7th, 2020 (Brittany Skelton, Planning and Building) staff observed parking conditions at the front of the building (adjacent to Lewis Streets) that obstructed sight lines, access to the building, and pedestrian circulation. Additionally, Parking in the front of the building is not permitted per Ketchum Municipal Code KMC 17.125.030.E.

During both site visits a box truck was parked parallel to the building on Lewis and on October 7th an additional vehicle was parked in the driveway leading to the Lewis Street-facing garage. As a condition of approval for this Conditional Use Permit (as well as the Certificate of Occupancy for the building) both areas observed to be used for parking in the front of the building will have to be painted or signed with "no parking" or "parking prohibited" signage.

Additionally, as articulated in 17.116.030(A), staff recommends a condition of approval limiting the floor area that can be used to sales of accessory items related to electrical bicycles to no more than 90 square feet. This condition will help mitigate the traffic drawn to the use by preventing the electric bicycle repair, rental and sales operation from becoming a "bike shop."

On-site traffic accommodation:
The building located at 100 Northwood Way has seven (7) parking lot spaces at the rear and north side of the building and three (3) garage parking spaces for a total of 10 parking spaces. This includes one (1) ADA accessible parking space and a loading space. These parking spaces are indicated on Attachment E, the civil engineer site plan approved with the building permit.

The parking load for the entire building and its uses must be accounted for. The uses within the building and the parking loads are:

Use	**Parking Spaces Required**	
Residential apartments: (1) studio, (1) one-bedroom, (1) two-bedroom	*4 parking spaces (one per bedroom)*	
Existing commercial tenant, a bicycle repair shop, 856 square foot unit	*1 parking space (1 per 1,000 gross square feet)*	
Sun Valley Electric Bicycles, 1,149 square foot unit	*1 parking space, motor vehicle sales*	*1 per 500 gross sq. ft (504 sq. ft)*
	1 parking spaces, assembly, storage, etc.	*1 per 1,000 square feet*
Total: 7 spaces required		

				Currently, two (2) parking spaces are tandem (two spaces stacked in-line), one is located in the striped, asphalt parking lot and the other is located in an area with decorative pavers. The parking space in the decorate paver area is not currently striped. As a condition of approval for this Conditional Use Permit (as well as the Certificate of Occupancy for the building) the paver parking space must be striped and signed for parking. *Little to no pedestrian traffic is anticipated because most customers are anticipated to drive a vehicle to drop off an e-bicycle for service. Any pedestrian traffic to the business can be accommodated by the existing sidewalk that is adjacent to the subject property.*
☒	☐	☐	**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.**
			Staff Comments	*The proposed location is within an existing building that is adequately served by two public streets, Lewis Street and Northwood Way, and the city's fire, police, and utility services.*
☒	☐	☐	**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.**
			Staff Comments	*As described in Table 2 of this staff report and 17.116.030(A) of this table, the conditional use aligns with, rather than conflicts with, the policies of the Comprehensive Plan and the basic purposes of this section.*

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 Sun Valley Electric Bicycles Conditional Use Permit with conditions 1-12 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 100 Northwood Way's 1,149 square foot Commercial Space B indicated on the floorplan attached hereto is not transferrable to another property. No expansion of floor area is permitted unless a new Conditional Use Permit authorizing such expansion is approved;

2. The Conditional Use Permit allow for the sale of Electric Bicycles, classified as Motor Vehicles, and does not provide for the sale of non-electric bicycles or other types of motor vehicles, automobiles, trailers, etc.
3. All electric bicycles for rent, for sale, and service shall be located on private property and shall not be located or encroach into the right-of-way;
4. Occupancy of Commercial Space B is subject to the city's issuance of a Certificate of Occupancy for B19-016;
5. The floor area devoted to sales of accessory items other than the electric bicycles themselves are limited to no more than 90 square feet, as indicate on the floor plan attached hereto;
6. The "coffee bar" indicated on the floorplan shall be limited to complementary coffee service and shall not include for-sale coffee as coffee by the cup is classified as Food Service and requires a separate Conditional Use Permit;
7. "No Parking" or "Parking Prohibited" signage and/or painting shall be installed at the front of the building (Lewis Street façade) to indicate no parking shall occur in the southern driveway/curb-cut or anywhere parallel to the building;
8. The tandem parking space located in the paver area, on the north side of the building (Northwood Way), shall be signed and/or striped to indicate this area is a parking stall available for tenants and customers.
9. The paver parking stall shall remain free and clear of impediments, including snow, at shall be available or used for parking at all times;
10. Staff shall make quarterly inspections of Sun Valley Electric Bicycles beginning three months after issuance of Certificate of Occupancy for the building 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 quarterly inspections shall occur for the first two years after issuance of Certificate of Occupancy and can occur on an intermittent basis, at the discretion of staff, thereafter;
11. The Commission shall have the discretion to hold a new public hearing to evaluate this Conditional Use Permit if violations of the conditions occur.

ATTACHMENTS

- A. Application
- B. Narrative
- C. Floorplan, Sun Valley Electric Bicycles
- D. Floorplan, ground floor, 100 Northwood Way
- E. Civil site plan

Attachment A.

Application

City of Ketchum
Planning & Building

CERTIFIED COMPLETE
9-17-20
MP

OFFICIAL USE ONLY	
File Number:	P20-090
Date Received:	9-17-20
By:	MP
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: Sun Valley Electric Bicycles LLC	
Name of Owner of Record: Richard ("Matt") Davis, Karen Davis, Mark Carnes	
Physical Address: 100 Northwood Way, Space C-2, Ketchum, ID 83340	
Property Legal Description: Northwood Light Industrial, Lot 9	
Property Zoning District: LI-2	
Contact Phone: (314) 409-5953	Contact Email: matt.davis1958@gmail.com
PROJECT INFORMATION	
Description of Proposed Conditional Use: Motor Vehicle Sales - Electric Bikes	
Description of Proposed and Existing Exterior Lighting:	
ADDITIONAL COMMENTS	
See Attached.	
ACCOMPANYING SUPPORTING INFORMATION REQUIRED	
• 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.

Richard M Davis — 9/17/2020

Applicant Signature — Date

Attachment B.

Narrative

Conditional Use Permit Application
Sun Valley Electric Bicycles LLC
100 Northwood Way, Space C-2, Ketchum, ID 83340
Property Zoning District: LI-2

Demand for electric bikes exploded in 2020 by people adopting more environmentally-friendly modes of commuting or as alternatives to public transportation; by baby-boomers looking for ways to extend their biking years; by parents searching for family-friendly activities; and by people looking for ways to enjoy the outdoors. Ebikes are fun, functional and green.

Sun Valley Electric Bicycles LLC was formed by Richard ("Matt") Davis, Karen Davis and Mark Carnes to be the Sun Valley area's first and only dedicated ebike shop that will be open year-round. We are seeking a Conditional Use Permit to open a Sun Valley Electric Bike shop at 100 Northwood Way, Space C-2 in Ketchum's LI-2 zoning district to meet the area's need for year-round ebike services.

Rentals. We will maintain a fleet of high quality ebikes for rent. Most bike shops offer an entry-level ebike for rent. We will offer hub-drive, mid-drive, cruisers, mountain bikes, tandems and cargo bikes. In other words, something for everyone. Renters will be required to wear helmets: either their own or ones we provide. We note that "equipment rental, including sporting equipment" is a permitted use in the LI-2 zoning district.

Repairs and Service. Our shop will repair and service ebikes exclusively under the direction of Mark Carnes, one of our owners. Mark is also the owner of Idaho Cycles which operates a bike service and repair business out of the space adjoining Sun Valley Electric Bikes. Mark is a highly regarded independent bike technician and capable of servicing and repairing many makes and models of ebikes. In today's market, many ebikes are sold online and local bike shops are not willing to service bikes that aren't purchased at their stores. We believe that Sun Valley Electric Bikes will provide valuable ebike service and repair to the many makes and models not currently served in our community. We will also be the only ebike shop open year-round to provide services to the growing population of winter cyclists. We note that "repair shops" are a permitted use in the LI-2 zoning district.

Sales and Assembly. Our featured ebike brand will be Pedego Electric Bikes. Unlike most ebikes that come with few options, Pedegos are meant to be highly customized. The Pedego line features 17 models with 270 options for customization. These ebikes, whether they be for rental or sale, are shipped partially assembled by the manufacturer to us where we assemble them and customize them to our customer's specifications. This requires considerable dedicated space for assembly on our premises (as shown in the area marked "bike assembly and repair" on our proposed floorplan), making a traditional retail setting impractical and uneconomical.

Warehouse. Because our ebikes are highly customizable and service and repair and maintenance of a rental fleet will be a large part of our business, we will need to maintain an

extensive inventory of bikes, bike parts and accessories housed in the areas marked "Storage" on our proposed floorplan. Our business will also use a 10' trailer for mobile marketing, transportation of rentals, delivery, service and repair. When not in use, the trailer will be stored in the area shown on our proposed floorplan. We note that warehouse and storage are permitted uses in the LI-2 zoning district.

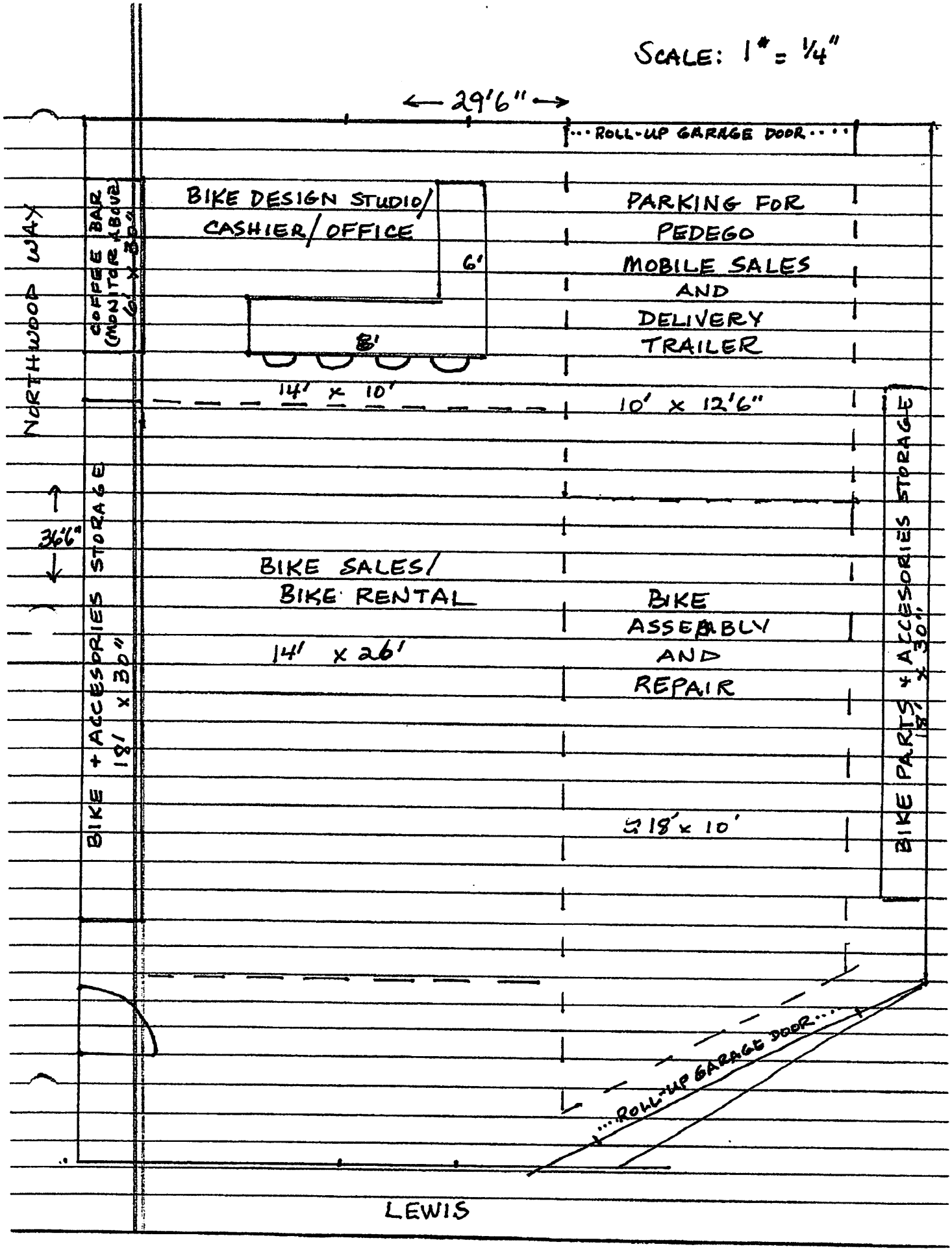
We understand that City Ordinance 17.116.030 specifies five criteria that must be demonstrated before a Conditional Use Permit may be granted. We ask that you consider the following:

A. *The characteristics of the conditional use will not be unreasonably incompatible with the types of uses permitted in the applicable zoning district.* A substantial portion of the square footage of our Sun Valley Electric Bikes shop will be devoted to the assembly of customized ebikes, rental, service, repair, warehouse and storage of ebikes and associated parts and accessories. The vast majority of these activities are already permitted uses in LI-2.
B. *The conditional use will not materially endanger the health, safety and welfare of the community.* The operations of the shop will not pose any threat to the health, safety and welfare of the community. Indeed, we believe introducing more ebikes into the community may improve the health, safety and welfare of the community by providing environmentally friendly modes of transportation that could reduce traffic and parking requirements in the Ketchum core, and helps people of all ages and abilities enjoy the outdoors and improve fitness on an ebike.
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.* Our location contains adequate surface parking for customers in our dedicated parking lot. Our customers can safely test their ebikes on the paved area in front of our shop or in the rear parking lot.
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.* Our business requires no unique or additional public services beyond what currently exists.
E. *The conditional use is not in conflict with the policies of the comprehensive plan or the basic purposes of this chapter.* We believe this to be true.

See Proposed Floor Plan attached.

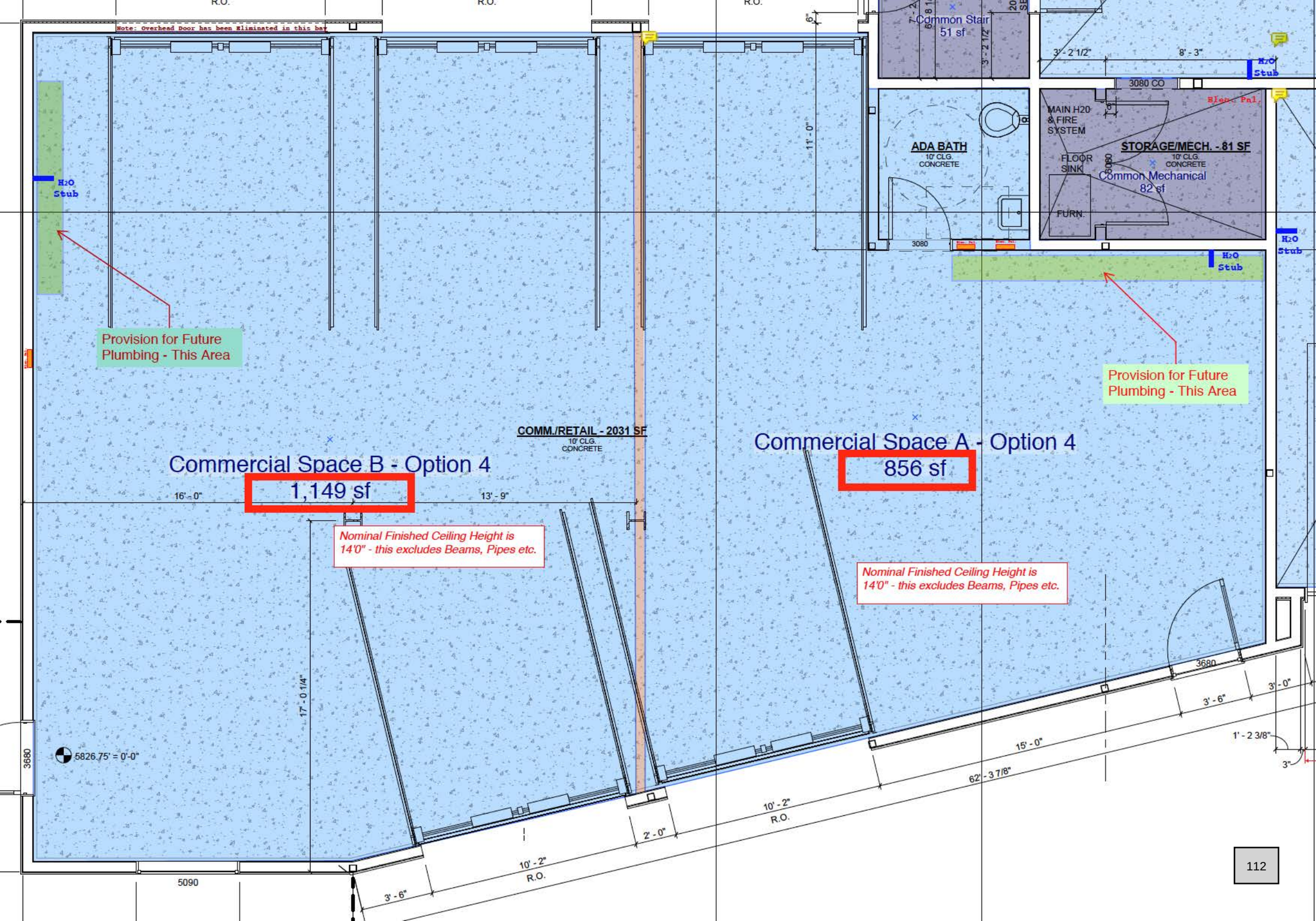
Attachment C.

Floorplan, Sun Valley Electric Bicycles


SCALE: 1" = 1/4"
← 29'6" →
··· ROLL-UP GARAGE DOOR ···
BIKE DESIGN STUDIO/ CASHIER/ OFFICE
6'
8'
14' x 10'
PARKING FOR PEDEGO MOBILE SALES AND DELIVERY TRAILER
10' x 12'6"
COFFEE BAR (MONITOR ABOVE) 6' x 30"
NORTHWOOD WAY
36'6"
BIKE + ACCESSORIES STORAGE 18' x 30"
BIKE SALES/ BIKE RENTAL
14' x 26'
BIKE ASSEMBLY AND REPAIR
18' x 10'
BIKE PARTS + ACCESSORIES STORAGE 18' x 30"
··· ROLL-UP GARAGE DOOR ···
LEWIS

Attachment D.

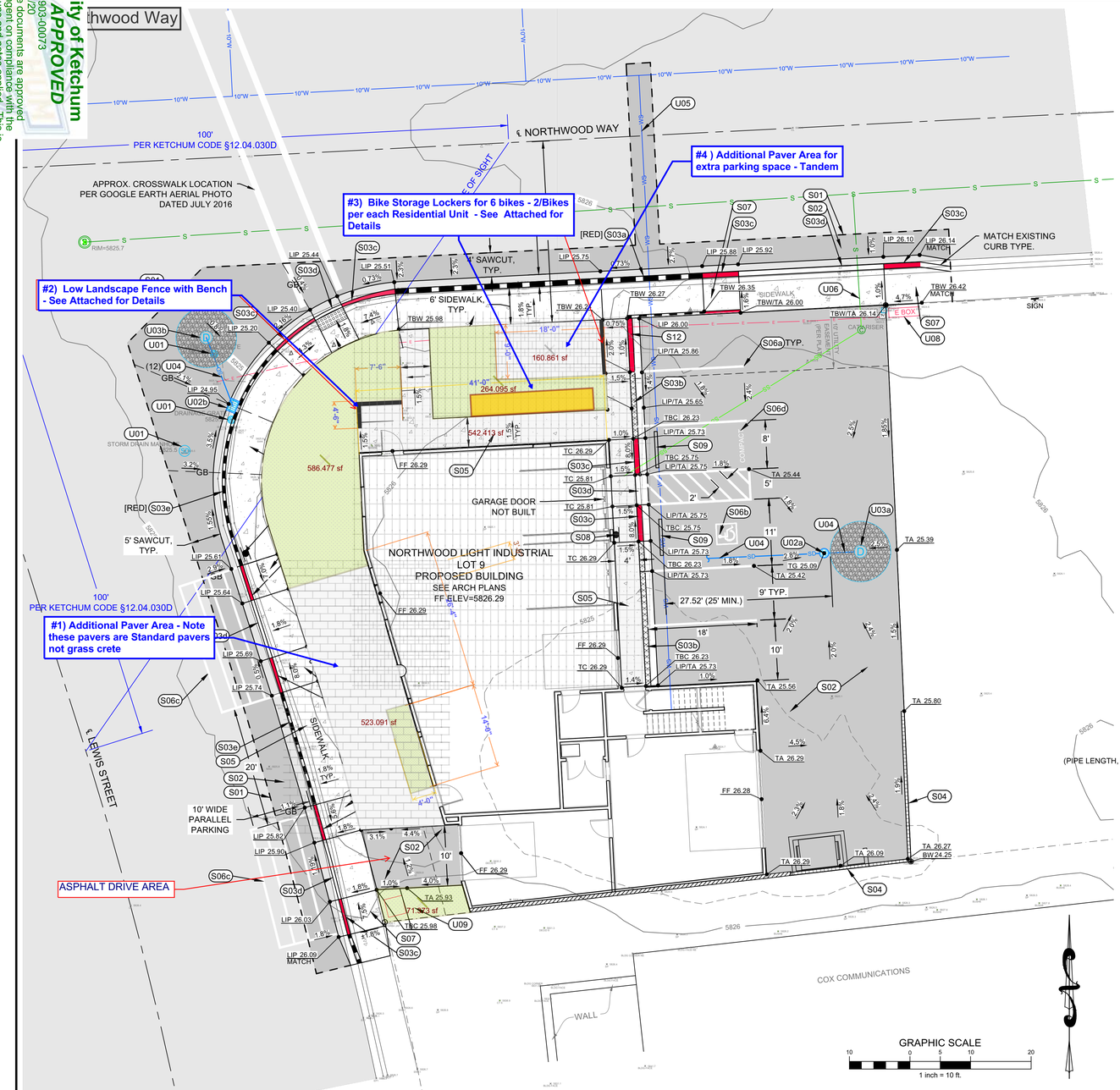
Floorplan, ground floor, 100 Northwood Way


Note: Overhead Door has been Eliminated in this bay
Common Stair
51 sf
3080 CO
MAIN H20
& FIRE
SYSTEM
ADA BATH
10' CLG.
CONCRETE
STORAGE/MECH. - 81 SF
10' CLG.
CONCRETE
FLOOR
SINK
Common Mechanical
82 sf
FURN.
H2O
Stub
Provision for Future
Plumbing - This Area
COMM./RETAIL - 2031 SF
10' CLG.
CONCRETE
Commercial Space B - Option 4
1,149 sf
Nominal Finished Ceiling Height is
14'0" - this excludes Beams, Pipes etc.
Commercial Space A - Option 4
856 sf
Provision for Future
Plumbing - This Area
Nominal Finished Ceiling Height is
14'0" - this excludes Beams, Pipes etc.
16' - 0"
13' - 9"
17' - 0 1/4"
5826.75' = 0'-0"
5090
3680
10' - 2"
R.O.
2' - 0"
3' - 6"
15' - 0"
62' - 3 7/8"
3' - 0"
1' - 2 3/8"
3"

Attachment

E. Civil site plan

City of Ketchum
APPROVED
BLD19030073
07/24/20
These documents are approved contingent on compliance with the mark-ups and notes applied. This is not approval of any violation of any code, ordinance, statue or regulation.



CONSTRUCTION KEYNOTES

SITE IMPROVEMENTS

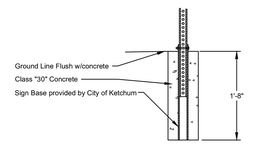
- (S01) SAWCUT EXISTING ASPHALT TO PROVIDE FOR A CLEAN VERTICAL EDGE.
- (S02) CONSTRUCT/ REPAIR ASPHALT . SEE DETAIL 2, SHEET C2.
- (S03) CONSTRUCT CONCRETE CURB
  - a. 6" CONCRETE ROLLED CURB AND GUTTER PER DETAIL 12, SHEET C2. PAINT CURB RED WHERE IDENTIFIED ON PLANS ADJACENT TO KEYNOTE [RED]
  - b. 6" CONCRETE REVERSE ROLLED CURB PER DETAIL 4, SHEET C2
  - c. CURB TRANSITION PER DETAIL 5, SHEET C2 [ ], (typ.).
  - d. ZERO REVEAL CURB AND GUTTER PER DETAIL 6, SHEET C2
  - e. 6" CONCRETE VERTICAL CURB AND GUTTER PER DETAIL 3, SHEET C2. PAINT CURB RED WHERE IDENTIFIED ON PLANS ADJACENT TO KEYNOTE [RED]
- (S04) CONSTRUCT 8" WIDE RETAINING WALL PER ARCHITECT
- (S05) CONSTRUCT CONCRETE SIDEWALK. WIDTH AS SHOWN HEREON. SEE DETAIL 1, SHEET 1.
- (S06) INSTALL PAVEMENT MARKINGS
  - a. 4" WIDE WHITE PARKING STRIPE
  - b. ADA COMPLIANT SYMBOL
  - c. 4" WIDE YELLOW NO-PARKING STRIPE
  - d. WHITE PAINT "COMPACT"
- (S07) CONSTRUCT ADA COMPLIANT PEDESTRIAN RAMP.
  - a. INSTALL TRUNCATED DOME DETECTABLE WARNING INSERT.
- (S08) INSTALL ADA "VAN" SIGN.
- (S09) 6' LONG CONCRETE CURB STOP, INSTALL PER MANUFACTURER'S RECOMMENDATIONS
- (S10) REMOVE AND DISPOSE OF TREES AS DIRECTED BY ARCHITECT
- (S11) INSTALL 12"x12" "DO NOT ENTER" SIGN (MUTCD R5-1) FACING WEST; INSTALL 18"X12" "ENTRANCE ONLY" SIGN FACING EAST; POST PER DETAIL 2, SHEET C1.
- (S12) TRANSITION FROM 6" CONCRETE REVERSE ROLLED CURB TO 3" CONCRETE REVERSE ROLLED CURB, TO MATCH BACK OF SIDEWALK ELEVATIONS.

UTILITY IMPROVEMENTS

- (U01) REMOVE AND DISPOSE OF EXISTING STORM DRAIN STRUCTURE.
- (U02) INSTALL CATCH BASIN PER DETAIL 7, SHEET C2. CONNECT ROOF DRAINS PER ARCH.
  - a. RIM ELEV= 5825.09 (ROUND GRATE) IE (OUT)= 5822.09
  - b. RIM ELEV= 5824.73 (RECTANGULAR GRATE) IE (OUT)= 5820.73
- (U03) INSTALL DRYWELL PER DETAIL 8, SHEET C2.
  - a. RIM ELEV= 5825.24 IE (IN)= 5821.97
  - b. RIM ELEV= 5825.18 IE (IN)= 5820.49
- (PIPE LENGTH, LF) (U04) INSTALL 12"Ø ADS N-12 PIPE @ S=2.0% MIN.
- (U05) INSTALL 2"Ø WATER SERVICE PER DETAIL 11/C2. CONTRACTOR TO CONFIRM LOCATION AND DEPTH OF WATER MAIN. TRENCH CONSTRUCTION PER DETAIL 9/C2. SEE DETAIL 1/C1 FOR POTABLE, NON-POTABLE WATER LINE SEPARATION REQUIREMENTS.
- (U06) INSTALL 4"Ø SEWER SERVICE @ S=2.0% MIN; CONNECT TO EXISTING SERVICE STUB. TRENCH CONSTRUCTION PER DETAIL 9/C2.
- (U07) INSTALL LANDSCAPE DRYWELL PER DETAIL 10, SHEET C2. RIM ELEVATION PER ARCHITECT.
- (U08) RETAIN AND PROTECT EXISTING ELECTRICAL BOX, TELEPHONE RISE, AND CABLE TV RISER.
- (U09) APPROX. LOCATION OF PROPOSED TRANSFORMER; CONTRACTOR SHALL COORDINATE WITH IDAHO POWER.

CONSTRUCTION NOTES

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



SIGN POST INSTALLATION DETAIL WITH ONE PIECE ANCHOR POST FOR USE IN CONCRETE SIDEWALKS
N.T.S.

NOTES:
1. Anchor sleeves shall be installed so that the holes will align and the top be flush with the sign post anchor.
2. All installations shall have 8" square concrete foundations or grouted into solid rock.

2 SIGN POST INSTALLATION IN CONCRETE SIDEWALK
N.T.S.

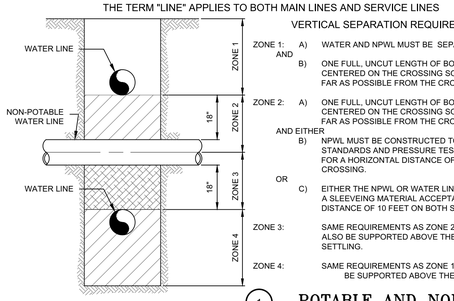
LEGEND

EXISTING ITEMS
- PROPERTY LINE
- EASEMENT
- ASPHALT
- CONCRETE
- E — UNDERGROUND POWER PAINT MARKS
- S — SEWER MAIN
- 10"W — WATER MAIN (APPROX.)
- FOUND 1/2" REBAR
- CONTROL POINT
- SD — STORM DRAIN MANHOLE
- DRAINAGE GRATE
- E — POWER BOX
- TV — CABLE TV RISER
- TR — TELEPHONE RISER
- DECIDUOUS TREE
- CONIFEROUS TREE

PROPOSED ITEMS
- NEW ASPHALT
- CONCRETE SIDEWALK
- CONCRETE VERTICAL CURB & GUTTER
- CONCRETE ROLLED CURB & GUTTER
- CURB TRANSITION
- ZERO REVEAL CURB & GUTTER
- RETAINING WALL
- WS — 2" WATER SERVICE
- SS — 4" SEWER SERVICE
- SEWER CLEANOUT
- SIGN
- ADA ACCESS TRUNCATED DOME
- D — DRYWELL
- D — LANDSCAPE DRYWELL
- SD — STORM DRAIN
- CB — CATCH BASIN
- SAWCUT LINE
- 2.0% — GRADE
- BW 24.25 — SPOT ELEVATION

ABBREVIATIONS

AC	ASPHALT
CONC	CONCRETE
LIP	LIP OF GUTTER
BOW	BACK OF WALK
BW	BOTTOM OF WALL
MATCH	MATCH EXISTING ELEVATION
LP	LOW POINT
FG	FINISH GROUND
TA	TOP OF ASPHALT
BOR	BOTTOM OF RAMP
TBW	TOP BACK OF WALK
GB	GRADE BREAK



VERTICAL SEPARATION REQUIREMENTS

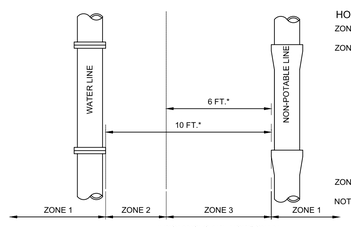
ZONE 1: A) WATER AND NPWL MUST BE SEPARATED BY AT LEAST 18"
AND
B) ONE FULL, UNCUT LENGTH OF BOTH PWL AND NPWL PIPE MUST BE CENTERED ON THE CROSSING SO THAT THE JOINTS ARE AS FAR AS POSSIBLE FROM THE CROSSING.

ZONE 2: A) ONE FULL, UNCUT LENGTH OF BOTH PWL AND NPWL PIPE MUST BE CENTERED ON THE CROSSING SO THAT THE JOINTS ARE AS FAR AS POSSIBLE FROM THE CROSSING.
AND EITHER
B) NPWL MUST BE CONSTRUCTED TO WATER MAIN STANDARDS AND PRESSURE TESTED FOR WATER TIGHTNESS FOR A HORIZONTAL DISTANCE OF 10 FEET ON BOTH SIDES OF CROSSING.
OR
C) EITHER THE NPWL OR WATER LINE OR BOTH MUST BE ENCASED WITH A SLEEVEING MATERIAL ACCEPTABLE TO DEQ FOR A HORIZONTAL DISTANCE OF 10 FEET ON BOTH SIDES OF THE CROSSING.

ZONE 3: SAME REQUIREMENTS AS ZONE 2 EXCEPT THE NPWL MUST ALSO BE SUPPORTED ABOVE THE CROSSING TO PREVENT SETTLING.

ZONE 4: SAME REQUIREMENTS AS ZONE 1 EXCEPT THE THE NPWL MUST ALSO BE SUPPORTED ABOVE THE CROSSING TO PREVENT SETTLING.

1 POTABLE AND NON-POTABLE WATER LINE (NPWL) SEPARATION
N.T.S.



* DISTANCES ARE HORIZONTAL

HORIZONTAL SEPARATION REQUIREMENTS

ZONE 1: A) NO SPECIAL REQUIREMENTS.

ZONE 2: A) NO SPECIAL REQUIREMENTS FOR POTABLE OR NON-POTABLE SERVICES
B) WATER AND NPWL SEPARATED BY AT LEAST 6 FEET AT OUTSIDE WALLS.
AND
C) WATER AT LEAST 18 INCHES HIGHER IN ELEVATION THAN THE NPWL.
AND EITHER
D) NPWL CONSTRUCTED TO POTABLE WATER MAIN STANDARDS AND PRESSURE TESTED FOR WATER TIGHTNESS.
OR
E) SITE SPECIFIC REQUIREMENTS APPROVED BY DEQ.

ZONE 3: NOT ALLOWED WITHOUT DEQ WAIVER.

NOTE: SANITARY SEWER FORCE MAINS MUST HAVE MIN. 10' HORIZONTAL SEPARATION AND 18" VERTICAL SEPARATION. ZONE 2 AND ZONE 3 PLACEMENTS ARE NOT ALLOWED WITHOUT A WAIVER GRANTED BY DEQ.

PROFESSIONAL ENGINEER REGISTERED 12497 10/14/19 STATE OF IDAHO SEAN M. FLYNN

100 NORTHWOOD WAY

A SITE PLAN FOR
LOCATED WITHIN SECTION 12, T.4 N., R.17 E., B.M., CITY OF KETCHUM, BLAINE COUNTY, IDAHO
PREPARED FOR MICHAEL BARKER

PROJECT INFORMATION
P:\stakproj\7470.01\dwg\Construction\100 NORTHWOOD GRADING.dwg 10/14/19 10:54:18 AM

CT	DESIGNED BY
CT	DRAWN BY
SF	CHECKED BY

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

GALENA ENGINEERING, INC.
Civil Engineers & Land Surveyors
317 N. River Street
Hailey, Idaho 83333
(208) 788-1705
(208) 788-4612 fax
email galena@galena-engineering.com

NO	DATE	BY	REVISIONS
1	11/19/18	SMF	NEW BUILDING
2	02/20/19	SKS	LEWIS STREET ACCESSES
3	04/22/19	SKS	ISSUE FOR REVISED BUILDING PERMIT
4	05/07/19	SKS	ISSUE FOR REVISED BUILDING PERMIT
5	10/14/19	SKS	REVISED CONSTRUCTION SET

C1