



AGENDA

PUBLIC PARTICIPATION INFORMATION

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We welcome you to watch Commission Meetings via live stream.

You will find this option on our website at www.ketchumidaho.org/meetings.

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

1. Join us via Zoom (*please mute your device until called upon*).
Join the Webinar: <https://ketchumidaho-org.zoom.us/j/86514122308>
Webinar ID: 865 1412 2308
2. Address the Commission in person at City Hall.
3. Submit your comments in writing at participate@ketchumidaho.org (*by noon the day of the meeting*).

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

CALL TO ORDER:

ROLL CALL:

COMMUNICATIONS FROM COMMISSIONERS:

CONSENT AGENDA:

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

1. ACTION ITEM: Approval of February 7, 2023 minutes

PUBLIC HEARING:

NEW BUSINESS:

2. Review and provide comment on the Draft "Listing a Historic/Building Site Application"
3. Discussion of process for listing a new Historic Building/Site

EXECUTIVE SESSION:

ADJOURNMENT:



CITY OF KETCHUM
MEETING MINUTES OF THE
HISTORIC PRESERVATION COMMISSION
Tuesday February 7, 2023

CALL TO ORDER:

Spencer Cordovano called to order at 4:30 p.m. (00:00:26 in video)

Roll Call:

Wendolyn Holland
Rick Reynolds
Spencer Cordovano
Tom Curl
Jakub Galczynski

Also Present:

Adam Crutcher – Associate Planner
Morgan Landers – Director of Planning and Building
Abby Rivin – Senior Planner
Paige Nied – Associate Planner
Heather Nicolai – Planning Technician/Office Administrator

COMMUNICATIONS FROM THE COMMISSIONERS: (00:00:55 in video)

None

CONSENT AGENDA: (00:01:04 in video)

1. ACTION ITEM: **Approval of January 4, 2023 Minutes**

Motion made by Spencer Cordovano to approve the December 6, 2022 Minutes;
Seconded by Wendolyn Holland. (00:01:15 in video)

Ayes: Wendolyn Holland, Rick Reynolds, Spencer Cordovano, Tom Curl & Jakub Galczynski

Nays: None

2. ACTION ITEM: **Approval of Findings of Fact, Conclusions of Law and Decision for TNT Taproom Alteration Request, H22-065 located at 271 E Sun Valley Road**

Motion made by Spencer Cordovano to approve the Findings of Fact, Conclusions of Law and Decision for TNT Taproom Alteration Request, H22-065 located at 271 E Sun Valley Road; Seconded by Wendolyn Holland. (00:02:35 in video)

Ayes: Wendolyn Holland, Rick Reynolds, Spencer Cordovano, Tom Curl & Jakub Galczynski

Nays: None

NEW BUSINESS: (00:02:38 in video)

3. HPC review and provide comment on: HPC's legal authority & process. (00:02:40 in video)
 - Staff Report-Morgan Landers and Commission questions and input (00:02:48 in video)
4. HPC review and provide comment on: Planning & Building 2023 Department Work Plan (00:18:47 in video)
 - Staff Report-Morgan Landers and Commission questions and input (00:18:55 in video)
5. HPC review and provide comment on: Draft of updated Alteration or Demolition of Historic Structure Application (01:02:21 in video)
 - Staff Report-Morgan Landers and Commission questions and input (01:02:31 in video)

ADJOURNMENT: (01:42:09 in video)

Motion to adjourn at 6:12 pm

Motion made by Wendolyn Holland to adjourn the meeting; Seconded by Tim Curl

Ayes: Wendolyn Holland, Rick Reynolds, Spencer Cordovano, Tom Curl & Jakub Galczynski

Nays: None

Spencer Cordovano, Chairperson
Historic Preservation Commission

Morgan Landers, Director Planning and Building
City of Ketchum



**City of Ketchum
Planning & Building**

OFFICIAL USE ONLY
File Number:
Date Received:
By:
Review Fee Paid:
Approved Date:
Denied Date:
By:
ADRE: Yes <input type="checkbox"/> No <input type="checkbox"/>

Listing a Historic Building/Site Application

Submit completed application and documentation to planningandzoning@ketchumidaho.org Or hand deliver to Ketchum City Hall, 191 5th St. W. Ketchum, ID. 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. You will be contacted and invoiced once your application package is complete.

APPLICANT INFORMATION	
Applicant Name:	
Mailing Address:	
Phone:	Email:
OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)	
Owner Name:	
Mailing Address:	
Phone:	Email:
PARCEL INFORMATION	
Legal Land Description:	
RPK (Parcel) Number:	
Street Address:	
Zoning District:	
Overlay District:	<input type="checkbox"/> Floodplain <input type="checkbox"/> Avalanche <input type="checkbox"/> Mountain Overlay
Current Use:	

The Applicant agrees in the event of a dispute concerning the interpretation or enforcement of the Application list a historic structure 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.

Signature of Applicant Date

LISTING A HISTORIC STRUCTURE REVIEW EVALUATION STANDARDS

Pursuant to Chapter 17.20 Historic Preservation in the City of Ketchum Municipal Code:

Purpose of Historic Preservation is to promote the educational, cultural, economic and general welfare of the public of the City of Ketchum through the identification, evaluation, designation and protection of buildings, sites, areas, structures and objects which reflect significant elements of the City's, the state's, and the nation's historic, architectural, archaeological and cultural heritage.

The HPC may approve, approve with conditions, or deny a Request for Listing a Historic Structure application based on the following criteria:

Buildings or sites shall meet Criteria 1 and 2 and shall meet one or more of the Criteria listed in 3.

1. Historic buildings must be at least 50 years old. A historic building may be exempt from the age standard if it is found to be exceptionally important in other significant criteria.
2. All buildings and sites must retain their physical integrity as determined by the following criteria. However, a site need not meet all of the following criteria:
 - a. Shows character, interest, or value as part of the development, heritage or cultural characteristics of Ketchum, the region, state, or nation;
 - b. Retains a significant amount of the original design features, materials, character or feeling of the past;
 - c. Is in the original location or same historic context after having been moved;
 - d. Has been accurately reconstructed or restored based on documentation.
3. Historic buildings or sites shall meet one or more of the following criteria:
 - a. *Architectural criteria.*
 - (1) Exemplifies specific elements of a recognized architectural style or period or a style particularly associated with Ketchum neighborhoods;
 - (2) Example of the work of an architect or builder who is recognized for expertise nationally, state-wide, regionally, or locally;
 - (3) Demonstrates superior craftsmanship or high artistic value;
 - (4) Represents an innovation in construction, materials or design;
 - (5) Pattern or grouping of elements that enhance the identity of the community;
 - (6) Significant historic remodel contributing to Ketchum's identity.
 - b. *Social/historic criteria.*
 - (1) Site of historic event;
 - (2) Exemplifies cultural, political, ethnic, economic, or social heritage of the community through the built environment or with people associated with an era of history;

- (3) Associated with a notable person or the work of a notable person;
 - (4) Is valued by the Ketchum community as an established or familiar visual or cultural feature due to its architectural history, siting, massing, scale, cultural characteristics, or heritage such that its removal would be irreparable loss to the setting.
- c. *Geographic/natural features.*
- (1) Enhances sense of identity of the community;
 - (2) Is an established and familiar natural setting or visual feature of the community.

LISTING A HISTORIC STRUCTURE APPLICATION CERTIFICATION OF COMPLETENESS

Property Name:	
Date:	Reviewed by:

REQUIRED DOCUMENTS TO BE SUBMITTED WITH APPLICATION

- Application Form: Completed and signed application form.
- Warranty Deed demonstrating current property ownership.
- Title Report reflecting current property ownership and encumbrances.
- Full chain of title from original patent and all deeds or other ownership documentation
- Color photographs measuring at least four inches by six inches (4" x 6") of at least two (2) elevations of the building at the time of permit submittal. If the building faces one or more public streets, the two (2) elevations shall be of the street facing sides. For sites, color photographs of the subject property from two vantage points and one aerial image of the property shall be provided. All photographs must be date-stamped.
- Historical photograph(s) (including dates), black and white or color, of the building or site, if feasible. Photos obtained from an historical collection (i.e., Community Library Regional History Department) should include works cited or source references. All photographs must be date-stamped.
- Overview of known history of the building based on best available information from historical archives, media archives, or individual accounts.
- List of construction dates and square footage for any additions or changes to the building since original construction. (Work more than 50 years old may contribute to the building's historic nature.)
- Written narrative, documentation, and supportive graphic imagery justifying how the building or site meets Criteria 1 and 2 and one or more of the Criteria listed in 3. Please be as thorough as possible in responding to each criterion.
 1. Historic buildings must be at least 50 years old. A historic building may be exempt from the age standard if it is found to be exceptionally important in other significant criteria.
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