



City of Ketchum
Planning & Building

IN RE:)	
)	
Crossbuck West Townhomes)	KETCHUM PLANNING & ZONING COMMISSION
Design Review)	FINDINGS OF FACT, CONCLUSIONS OF LAW, AND
Date: August 24, 2021)	DECISION
)	
File Number: 21-048)	

PROJECT: Crossbuck West Townhomes

APPLICATION TYPE: Design Review

FILE NUMBER: P21-048

ASSOCIATED APPLICATIONS: Townhouse Subdivision Preliminary Plat P21-049

REPRESENTATIVE: Marc Corney, Architect

OWNER: William & Joan Wyatt

LOCATION: Southeast Corner of W 7th Street & Crossbuck Lane (Ketchum Townsite: Amended Block 67: Lot 2A)

ZONING: General Residential Low Density (GR-L)

OVERLAY: None

RECORD OF PROCEEDINGS

The Planning & Zoning Commission considered the Crossbuck West Townhomes Design Review (Application File No. P21-048) and Townhouse Subdivision Preliminary Plat (Application File No. P21-049) applications during their regular meeting on July 27th, 2021 and a special meeting on July 30th, 2021. The development applications were considered concurrently and the associated public hearings were combined in accordance with Idaho Code §67-6522. After considering Staff’s analysis, the applicant’s presentation, and public comment, the Planning & Zoning Commission unanimously approved the Crossbuck West Townhomes Design Review (Application File No. P21-048) and Townhouse Subdivision Preliminary Plat (Application File No. P21-049) applications

Public Hearing Notice

A public hearing notice for the project was mailed to all owners of property within 300 feet of the project site and all political subdivision on July 7th, 2021. The public hearing notice was published in the

Idaho Mountain Express the on July 7th, 2021. A notice was posted on the project site and the city's website on July 20th, 2021. The public hearing for the project was continued from the July 27th, 2021 Planning & Zoning Commission Meeting.

FINDINGS OF FACT

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

FINDINGS REGARDING CROSSBUCK DEVELOPMENT BACKGROUND

This project is part of the Crossbuck Townhomes development on Block 67 of Ketchum Townsite. The property is located between 7th Street to the north, 6th Street to the south, 2nd Avenue to the east, and the partially improved alleyway to the west. In 2018, the four lots within Block 67 were reconfigured (Lot Line Shift Application File No.) to accommodate the Crossbuck Townhome development. The City and the developers at that time, Bill Sundali and Shane and Sharon Mace, entered into Construction Phasing Agreement #20233 (Instrument #657569) for the installation of water, sewer, and right-of-way improvements as well as the designation of maintenance responsibilities. Water and sewer improvements were installed during the summer of 2018. The alleyway drainage and paving and 6th Street right-of-way (ROW) improvements, including a 5-foot concrete sidewalk, were installed with the construction of the first four detached townhome units on Lots 3 and 4.

The 7th Street ROW improvements were shown as part of the project plans. Two driveway accesses were shown along 7th Street—one to access Lot 1A and one to access Lot 2A. These lots were contemplated to be developed with single-family residences as a future phase of the Crossbuck development. The Construction Phasing Agreement did not specify a completion date for the 7th Street ROW improvements. During their review of the Construction Phasing Agreement, the City Council discussed concerns regarding curb cuts for driveway access along the bike path. The Council approved one curb cut for a shared driveway over the bike path because an existing deed restriction precluded any curb cuts along 6th Street. The remaining lots and sublots within the development were required to be accessed from 7th Street or the alley.

The current owners of Lot 1A and 2A have each submitted Design Review and Townhouse Subdivision Preliminary Plat applications for the construction of two detached townhome units on remaining Lots 1A and 2A. The two proposed townhome developments comply with the improvement plan approved with the Construction Phasing Agreement. Additionally, a multi-family development containing a maximum of two dwelling units is a permitted use in the GR-L Zone (Ketchum Municipal Code §17.12.020). The building form, architectural design features, and exterior materials proposed with these new units match the existing townhomes within the Crossbuck development. The existing Crossbuck townhome units on Lot 3A and 4A have a building coverage of 35% and a maximum building height of 30 feet.

FINDINGS REGARDING CROSSBUCK WEST TOWNHOMES

The Crossbuck West Townhomes project is comprised of concurrent Design Review and Townhouse Subdivision Preliminary Plat applications for the development of two new detached townhome units and associated site improvements on an undeveloped property located at the southeast corner of 7th Street and Crossbuck Lane (Ketchum Townsite: Amended Block 67: Lot 2A). The applicant will improve

Crossbuck West Townhomes Design Review Application File No. 21-048

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the remainder of the Block 67A alleyway. Both townhome units will be accessed from the improved alley. The townhome development's total proposed building coverage is 35%. Lot 2A within Block 67 of Ketchum Townsite will be subdivided into two townhouse sublots. The Crossbuck West Townhomes project requires both Design Review for the development of multi-family residential dwellings (Ketchum Municipal Code §17.96.010.A3) and a Townhouse Subdivision Preliminary Plat to create the townhouse sublots (Ketchum Municipal Code §16.04.080). The project plans for the new townhome development are attached as Exhibit A to the July 27th, 2021 Staff Report.

FINDINGS REGARDING CITY DEPARTMENT COMMENTS

City Department comments are based on the project concept as proposed with the Design Review project plans. 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 must be reviewed and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project.

Table 1: City Department Comments
<i>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.</i>
<p>Fire Department:</p> <ul style="list-style-type: none"> • It is the General Contractor's responsibility to understand and adhere to all Fire Protection Ordinance #1217 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 2018 International Fire Code requirements in addition to specific City Building and Fire Ordinances. • An approved monitored fire sprinkler alarm system shall be installed per City of Ketchum Ordinance No. 1217 and the requirements of NFPA 72. Two 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 on each townhome unit, with the appropriate keys, for emergency 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 townhome unit. • Smoke and carbon monoxide detectors shall be installed per NFPA and the 2018 International Fire Code. Smoke detectors shall be installed inside each bedroom, within 21 feet of each sleeping area, and on every level of occupancy, including the basement. Carbon monoxide alarms shall be installed in a central location outside each sleeping area and on every level of the townhome unit. • 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. • An approved access roadway per 2018 International Fire Code Appendix D 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. Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet, an approved aerial fire apparatus access road shall be provided. Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet, exclusive of shoulders, in the immediate vicinity of the building or portion thereof.

- 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.
- Fire extinguishers shall be installed and maintained per 2018 IFC Section 906 both during construction and upon occupancy of the building. During construction fire extinguishers shall be placed in a conspicuous, easy to access, unobstructed location that is less than 75 feet travel distance to any combustibles on site, 30 feet to any hot work. Upon completion of project, every townhome unit shall have a minimum of one extinguisher per garage and one extinguisher per kitchen area. Extinguishers shall be mounted in a conspicuous, easy to access, unobstructed location. During construction, three 5-pound Class A fire extinguishers shall be required in each townhome unit.
- Spark arresters are required on all solid fuel burning appliance chimneys to reduce potential fires from burning embers. A minimum 10-feet of separation from all chimneys to combustible vegetation and tree crowns shall be maintained at all times.
- This project shall comply with the City of Ketchum Fire Protection Ordinance No. 1217 and defensible space characteristics. All exterior windows shall be glazed, and all exterior doors shall be solid core construction, both shall have a fire rating of not less than 20 minutes. All exterior vents shall be designed and approved to prevent flame or ember penetration and all exterior mesh shall have openings that do not exceed 1/8". Gutters and downspouts shall be non-combustible and shall be provided with an approved means to prevent the accumulation of leaves and debris. All materials within 12 inches vertical of finished grade shall be 1-hour rated, non-combustible, or covered with minimum 28-gauge flashing. The area 12-inches horizontal from the base of a wall shall be finished in a way to prevent any vegetation growing, and for vegetative debris to be easily removed. Tree crowns extending to within 10 feet of any structure shall be pruned to maintain a minimum horizontal clearance of 10 feet. Tree crowns within 30 feet of any structure shall be pruned to remove limbs located less than 6 feet above the ground surface adjacent to the trees. Non-fire-resistive vegetation or growth shall be kept clear of buildings and structures, in such a manner as to provide a clear area for fire suppression operations.
- An 8 ½ by 11 color coded site map of this project shall be provided on paper and electronically to the Fire Department. This site map shall show the locations of gas shut-offs, power shut-offs, fire sprinkler riser rooms, fire department connections, alarm panels, Knox boxes, access doors, egress windows, stairways and any additional fire department requirements. Exact details for color coded "On-Sites" can be found at www.ketchumfire.org.
- 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:

Crossback West Townhomes Design Review Application File No. 21-048

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- All drainage shall be retained on site (KMC §17.96.060.C.1). Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street (KMC §17.96.060C).
- 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.
- The adjacent ROW along 7th must be improved to City standards for residential streets. Material shall be pervious/permeable to allow drainage. Surface must allow for vehicle parking and be consistent along the entire property frontage. Material within the first eight (8) feet from edge of asphalt shall be distinct from driveway and rest of property in order to visually appear to be available for parking. Grading and drainage improvements must meet the following standards: minimum 5% slope, no obstructions, such as boulders or berms, no buried irrigation systems within the first eight (8) feet from the edge of asphalt, and no subsurface irrigation lines are permitted beyond the first eight (8) feet, however popup heads are not permitted anywhere in the ROW. No live plant material within the first eight (8) feet from edge of asphalt. Low ground cover plant material, such as turf grass, is permitted beyond the first eight (8) feet. Drought-tolerant species is preferred.
- The applicant shall improve the remainder of the Block 67 alleyway to city standards—the paved width of the alley shall be no less than 20 feet and the alley grade shall not exceed 7%. Final civil drawings stamped by an Idaho-licensed engineer shall be submitted with the building permit application for final review and approval by the City Engineer and Streets Department.
- The applicant shall enter into an Alley Maintenance Agreement with the City. The Alley Maintenance Agreement shall be approved by the City Council and fully executed prior to or concurrent with the City Council’s review and approval of the final plat application.
- The proposed driveway pavers will require a ROW Encroachment Permit.
- The applicant shall submit a Street and Alley Digging, Excavation, and Trenching (“DIG”) Permit application with an associated traffic control plan for all construction work within the City right-of-way to be reviewed and approved by the Streets Department. 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 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.

Utilities & Wastewater:

- The property owner/developer and all successors in interest are responsible for the installation, maintenance, repair, and other costs associated with the private water and sewer lines serving the property. The applicant shall coordinate with the existing Crossbuck HOA for future maintenance of the private water line.

<ul style="list-style-type: none"> Each detached townhome unit shall have separate water and sewer services. Connection fees are determined based on water and sewer meter sizes. The applicant shall have the proposed water and sewer service connection line and meter sizes verified by an Idaho-licensed plumber or mechanical engineer. The service line connections shall be installed to City standards. Drywells must have proper separation from potable water lines. The final civil drawings shall be approved by DEQ prior to issuance of a building permit for the project. Requirements and specifications for the water and sewer connections will be verified, reviewed, and approved by the Utilities and Wastewater departments prior to issuance of a building permit for the project.
Building: <ul style="list-style-type: none"> The building must meet the 2018 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 within the analysis of the project’s compliance with zoning and dimensional standards, design review evaluation standards, and subdivision design and development standards.

FINDINGS REGARDING COMPLIANCE WITH ZONING CODE AND DIMENSIONAL STANDARDS

Table 2: Findings Regarding Compliance with Zoning Code and Dimensional Standards

Compliant			Ketchum Municipal Code Standards and Commission Findings	
Yes	No	N/A	KMC §	Standards and Commission Findings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Minimum Lot Area
			Commission Findings	<p>Required Minimum Lot Area: 8,000 square feet minimum</p> <p>Required Minimum Townhouse Sublot Area: equal to the of the perimeter of the townhouse unit</p> <p>Proposed: Lot 2A of Block 67 within Ketchum Townsite has a total area of 8,240 square feet (0.19 acres).</p> <p>Lot 2A is proposed to be subdivided into two townhouse sublots. All townhouse sublots within the proposed subdivisions are greater than the perimeter of the townhouse unit. No land within the townhouse subdivision is proposed to be designated as common area. The proposed areas of each townhouse sublot are indicated on the preliminary plat.</p> <p>Townhouse Sublot 2A: 4,120 square feet Townhouse Sublot 2B: 4,120 square feet</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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

				<p>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).</p> <p>Permitted: 35%</p> <p>Proposed: The townhome development's total building coverage is 35% (2,888 square feet building coverage/8,240-square-foot lot).</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Minimum Building Setbacks
			Commission Findings	<p>Minimum: Front: 15 feet Side: 1 foot for every 3 feet in building height, but no less than 5 feet Rear: 15 feet</p> <p>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.</p> <p>Proposed: Dimensioned setbacks from property lines are indicated on Sheet L-1.0 of the project plans. Front (North/7th Street): 15' Side (East/Interior): 10' Side (West/Alley): 13' Rear (South/Interior): 15'</p> <p>At-grade paver patios extend into the required setback areas, which is permitted pursuant to KMC §17.128.020.H. As indicated on Sheet A-1.2, roof overhangs extend into the setback area a maximum of 3 feet.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Building Height
			Commission Findings	<p>Maximum Permitted: 35 feet</p> <p>Proposed: The townhome units' maximum building height are indicated on Sheet A3.1 of the project plans. Townhome Unit 2A: 29'-4¼" Townhome Unit 2B: 28'-10¼"</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.125.030H	Curb Cut
			Commission Findings	<p>Required: A total of 35% of the linear footage of any street frontage can be devoted to access to off street parking.</p> <p>Proposed: Both townhomes are accessed from the Block 67 alley.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.040	Parking Spaces
			Commission Findings	Off-street parking standards apply to any new development and to any new established uses.

			<p>Required: Multiple-Family Residential Dwelling Units in the GR-L Zone Units 2,001 square feet and above: 2 parking spaces</p> <p>Proposed: Both townhome units exceed 2,001 square feet. Each townhome unit has its own attached 2-car garage.</p>
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FINDINGS REGARDING COMPLIANCE WITH DESIGN REVIEW STANDARDS

Table 3: Findings Regarding Compliance with Design Review Standards

Yes	No	N/A	City Code	City Standards and Commission Findings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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	No new streets are proposed with this development. The townhome units will be accessed from the alley. Pursuant to KMC §17.96.060.G3, vehicle, bicycle, and pedestrian traffic shall flow safely within the project and onto adjacent streets. 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 driveway accesses.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.A2 Streets	All street designs shall be approved by the City Engineer.
			Commission Findings	Pursuant to KMC §17.96.060.G3, vehicle, bicycle, and pedestrian traffic shall flow safely within the project and onto adjacent streets. 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 driveway accesses. The circulation design shall be indicated on civil drawings stamped by an Idaho-licensed engineer (KMC §12.04.020.C.3) included with the project plans submitted with the building permit application for final review and approval by the City Engineer and Streets Department prior to issuance of a building permit for the project.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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 Crossback West Townhomes project qualifies as a substantial improvement, sidewalks are not required to be installed along 7 th Street within this residential neighborhood. The property has street frontage along 2 nd Avenue and the bike path. The applicant shall improve the right-of-way (ROW) adjacent to the front property line along 7 th Street to City ROW standards for residential roadways. Material shall be pervious/permeable to allow

				<p>drainage. Surface must allow for vehicle parking and be consistent along the entire property frontage. Material within the first eight (8) feet from edge of asphalt shall be distinct from driveway and rest of property in order to visually appear to be available for parking. Grading and drainage improvements must meet the following standards: minimum 5% slope, no obstructions, such as boulders or berms, no buried irrigation systems within the first eight (8) from the edge of asphalt, and no subsurface irrigation lines are permitted beyond the first eight (8) feet, however popup heads are not permitted anywhere in the ROW. No live plant material within the first eight (8) feet from edge of asphalt. Low ground cover plant material, such as turf grass, is permitted beyond the first eight (8) feet. Drought-tolerant species is preferred.</p> <p>The applicant shall improve the Block 67 alleyway to city standards.</p> <p>Final civil drawings for all associated ROW improvements shall be submitted with the building permit application to be reviewed and approved by the City Engineer and Streets Department prior to issuance of a building permit for the project.</p> <p>See Table 1 for comments and conditions from the City Engineer & Streets Department.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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	<p>The City Engineer has determined that sidewalks are not required to be installed along 7th Street within this residential neighborhood.</p> <p>The applicant shall improve the right-of-way (ROW) adjacent to the front property line along 7th Street to City ROW standards for residential roadways.</p> <p>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 1 for review comments and conditions from the City Engineer & Streets Department.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.B3 Sidewalks	<p>Sidewalks may be waived if one of the following criteria is met:</p> <ol style="list-style-type: none"> 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 City Engineer has determined that sidewalks are not required to be installed along 7 th Street within this residential neighborhood.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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	The City Engineer has determined that sidewalks are not required to be installed along 7 th Street within this residential neighborhood. The applicant shall improve the right-of-way (ROW) adjacent to the front property line along 7 th Street to City ROW standards for residential roadways.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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 Engineer has determined that sidewalks are not required to be installed within this residential neighborhood.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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. The City Engineer has determined that sidewalks are not required to be installed within this residential neighborhood.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.C1 Drainage	All storm water shall be retained on site.
			Commission Findings	The drainage system must keep all storm water within the project site. Storm water is prohibited from draining onto the 7 th Street or the alley rights-of-way. All drainage improvements must meet city standards. Drainage improvements are indicated on Sheet L2.0 of the project plans. Proposed drainage improvements include landscape drywells. 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. As noted in the Utilities Department’s comments, all drywells must have proper separation from potable water lines. See Table 1 for City Department comments and conditions.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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 shall be equal to the length of the property lines adjacent to 7 th Street and the alley. All drainage improvements shall 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 1 for comments and conditions from the City Engineer & Streets Department.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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	The application will be required to install drainage improvements to the satisfaction of the City Engineer. 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.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.C4 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.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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	The property owner/developer and all successors in interest are responsible for the installation, maintenance, repair, and other costs associated with the private water and sewer lines serving the property. Each detached townhome unit shall have separate water and sewer services. Connection fees are determined based on water and sewer meter sizes. The applicant shall have the proposed water and sewer service connection line and meter sizes verified by an Idaho-licensed plumber or mechanical engineer. The service line connections shall be installed to City standards. Requirements and specifications for the water and sewer connections will be verified, reviewed, and approved by the Utilities and

				Wastewater departments prior to issuance of a building permit for the project.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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. The project plans indicate a relocated transformer at the southwest corner of the parcel straddling the property line onto adjacent Lot 1A of Block 67. The transformer is proposed to be screened by deciduous shrubs.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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	The applicant is aware of this requirement to install services for high-speed internet to the site. The applicant will work with the City Engineer to identify if additional fiber optical conduit is required to be installed for the new multi-family residential development.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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 Crossback West Townhomes will match the existing Crossback townhome units developed on the remainder of Block 67. All townhome units share the same exterior material patterns and color palette. The proposed exterior materials include metal clad windows, corrugated metal roofing, steel frame awnings, concrete and gabion site walls, vertical wood siding, steel posts and beams, steel wainscot, and stone veneer. The stone veneer and wood siding are shades of gray. The steel posts and beams, trellises, and metal trim are dark gray and brown. The darker colors contrast with the lighter gray wood siding and stone veneer adding more articulation to the façade design.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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. The site is vacant—this townhome development is an infill project.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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 the project is new construction.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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 front doors to both townhome units are clearly defined by a steel frame awning roof. The front door leads to paver walkways.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F2 Architectural	The building character shall be clearly defined by use of architectural features.
			Commission Findings	The proposed architectural features include exterior material differentiation, fenestration, steel canopy elements, and wire mesh trellises. The exterior materials and architectural features will match the existing Crossbuck townhomes. The composition, proportion, and rhythm of the townhomes' materials provide visual interest. establishes a rhythm that animates the front facades. The fenestration proposed provides visual relief and mitigates the appearance of blank walls. The entire chimney is clad in stone veneer. This creates a prominent column that vertically integrates each floor and grounds the townhomes to the project site.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F3 Architectural	There shall be continuity of materials, colors and signing within the project.
			Commission Findings	As noted on Sheet MB, the Crossbuck West Townhomes will match the existing Crossbuck Townhomes developed on the remainder of Block 67. All townhome units share the same exterior material patterns and color palette. The proposed exterior materials include metal clad windows, corrugated metal roofing, steel frame awnings, concrete and gabion site walls, vertical wood siding, steel posts and beams, steel wainscot, and stone veneer. The stone veneer and wood siding are shades of gray. The steel posts and beams, trellises, and metal trim are dark gray and brown. The darker colors contrast with the lighter gray wood siding and stone veneer adding more articulation to the façade design.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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 project does not propose any accessory structures. The project's site improvements include landscaping, planters, and gabion. The landscape plan is provided on Sheet L-3.0 of the project plans. Landscaping includes conifer trees, flowering crab deciduous trees, mugo pines, deciduous shrubs, perennials, and grasses. The proposed landscaping softens the rectangular mass of each townhome unit and provides screening from 7 th Street as well as the adjacent townhomes on Lot 3A and the proposed McNee townhomes on Lot 1A.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F5 Architectural	Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.

			Commission Findings	Each townhome unit is less than 30 feet, which is 5 feet less than the maximum height permitted in the GR-L Zone. The mass of the building's rectangular volumes is broken up through material differentiation and an upper-level setback created by the second-floor deck. The projections created by the steel from awnings add visual interest to the building design. The landscaped trellis softens the rectangular volumes at the side facades.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F6 Architectural	Building(s) shall orient towards their primary street frontage.
			Commission Findings	The townhome units orient towards 7 th Street and the alley.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F7 Architectural	Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.
			Commission Findings	Each townhome unit have its own trash and recycling bins stored and screened from public view within the attached, enclosed garages. The applicant has submitted a letter from Clear Creek Disposal approving the townhome development's garbage disposal configuration. The townhome unit owners will move the garbage and recycling bin to 7 th Street for service. The project plans do not indicate the installation of any satellite receivers. Any future installations of satellite receivers must be screened from public view.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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 building design includes weather protection that prevents water from dripping or snow from sliding onto areas where pedestrians gather and circulate and onto adjacent properties. As indicated on Sheet A1.4, the roof includes a system of rain gutters and downspouts. The roof plan shows snow guards to prevent snow from sliding onto areas where pedestrians gather and circulate or onto adjacent properties.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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 townhome units' entrances lead to at-grade paver patios that lead to the alley and 7 th Street. The City Engineer has determined that sidewalks are not required to be installed along 7 th Street within this residential neighborhood. Pedestrian and bicycle access is provided within the low-traffic residential streets.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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 the public sidewalk.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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 townhome units will both be accessed from the alley. 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 driveway access.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.G4 Circulation Design	Curbs 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	As specified on Sheet C2 the driveway access is 35.2' from the alley's intersection with 7 th 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 driveway access.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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 new multi-family residential development provides unobstructed access for emergency vehicles, snowplows, garbage trucks, and other services vehicles. Unobstructed access to the townhome units is provided from the alley.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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	The snow storage calculation is indicated on Sheet L3.0 of the property plans. The applicant has provided 250 square feet of snow storage on site, which is 34% of the paver driveway area.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.H2 Snow Storage	Snow storage areas shall be provided on-site.
			Commission Findings	The snow storage calculation is indicated on Sheet L3.0 of the property plans. The applicant has provided 250 square feet of snow storage on site, which is 34% of the paver driveway area.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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	The 2 snow storage areas meet this dimensional requirement. The snow storage areas provided on site are 100 and 150 square feet.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.H4 Snow Storage	In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.
			Commission Findings	The applicant has provided snow storage on site.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.I1 Landscaping	Landscaping is required for all projects.
			Commission Findings	The landscape plan is provided on Sheet L3.0 of the project plans. Landscaping includes conifer trees, mugo pines, flowering crab deciduous trees, deciduous shrubs, perennials, and grasses.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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	The landscape plan is provided on Sheet L3 of the project plans. Landscaping includes conifer trees, mugo pines, flowering crab deciduous trees, deciduous shrubs, perennials, and grasses. The proposed landscaping will beautify the neighborhood.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.I3 Landscaping	All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.
			Commission Findings	All proposed landscape materials and vegetation types shall be drought tolerant. The applicant is encouraged to select native species.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	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	The proposed landscaping softens the rectangular mass of each townhome unit and provides screening from 7th Street as well as the adjacent townhomes on Lot 3A and the proposed McNee townhomes on Lot 1A.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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	The City Engineer has determined that sidewalks are not required for this project in this residential neighborhood.

CONCLUSIONS OF LAW

1. The City of Ketchum is a municipal corporation established in accordance with Article XII of the Constitution of the State of Idaho and Title 50 Idaho Code and is required and has exercised its authority pursuant to the Local Land Use Planning Act codified at Chapter 65 of Title 67 Idaho Code and pursuant to Chapters 3, 9 and 13 of Title 50 Idaho Code to enact the ordinances and regulations, which ordinances are codified in the Ketchum Municipal Code ("KMC") and are identified in the Findings of Fact and which are herein restated as Conclusions of Law by this

reference and which City Ordinances govern the applicant's Design Review application for the development and use of the project site.

2. The Commission has authority to hear the applicant's Design Review Application pursuant to Chapter 17.96 of Ketchum Municipal Code Title 17.
3. The City of Ketchum Planning Department provided notice for the review of this application in accordance with Ketchum Municipal Code §17.96.080.
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 Crossbuck West Townhomes Design Review application meets all applicable standards specified in Title 17 of Ketchum Municipal Code.

DECISION

THEREFORE, the Ketchum Planning and Zoning Commission **approves** this Design Review Application File No. P21-048 this Friday, July 30th, 2021 subject to the following conditions of approval.

CONDITIONS OF APPROVAL

1. This Design Review approval is subject to all comments and conditions as described in Table 1 (City Department Comments, Table 2 (Findings Regarding Compliance with Zoning Code and Dimensional Standards, and Table 3 (Compliance with Design Review Standards).
2. The Crossbuck West Townhomes Design Review (Application File No. P21-048) approval is subject to the Townhouse Subdivision Preliminary Plat Application File No. P21-049. All associated conditions of approval shall apply to the project.
3. 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 & Zoning Commission or the Administrator. Any building or site discrepancies which do not conform to the approved plans will be subject to removal.
4. The project shall comply with all governing ordinances, requirements, and regulations of the Fire Department (2018 International Fire Code and local Fire Protection Ordinance No.1217), Building Department (2018 International Residential Code and Title 15 of Ketchum Municipal Code), Utilities Department, Street Department (Title 12 of Ketchum Municipal Code), and the City Engineer.
5. The applicant shall submit civil drawings prepared by an engineer licensed in the State of Idaho that include specifications for the project's right-of-way improvements, circulation design, utilities, and drainage improvements for final review and approval by the City Engineer, Streets Department, and Utilities Department prior to issuance of a Building Permit for the project.
6. Pursuant to Ketchum Municipal Code §17.96.090A, 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. Any extensions of Design Review approval shall comply with Ketchum Municipal Code §17.96.090b.

7. Prior to issuance of a Certificate of Occupancy for the project, the applicant shall secure a Right-of-Way Encroachment Permit from the City for the proposed pavers within the public right-of-way. The ROW Encroachment Permit requires review by the Streets Department and City Engineer and final approval by the Ketchum City Council.
8. All Design Review elements, including right-of-way improvements and landscaping, shall be completed prior to issuance of a Certificate of Occupancy for the townhome development.
9. All exterior lighting on the property shall comply with Ketchum Municipal Code, Chapter 17.132, Dark Skies, and shall be inspected by Planning Staff and approved prior the issuance of a Certificate of Occupancy for the townhome development.
10. Prior to issuance of a Building Permit for the project, the applicant shall submit a construction management plan that addresses each of the construction activity standards specified in Chapter 15.06 of Ketchum Municipal Code for review and approval by the Building, Planning, Streets, Utilities, and Fire departments and the City Engineer.
11. In addition to the requirements set forth in this Design Review approval, this project shall comply with all applicable local, state, and federal laws.

Findings of Fact **adopted** this 24th day of August 2021.

Neil Morrow, Chair
City of Ketchum
Planning and Zoning Commission