

City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date:	August 7, 2023	Staff Member/Dept:	Paige Nied, Associate Planner
			Planning and Building Department

Agenda Item:

Recommendation to review and approve Right-of-Way Encroachment Agreement #22872 and Alley Maintenance Agreement #22874

Recommended Motion:

I move to authorize the Mayor to sign Right-of-Way Encroachment Agreement #22872 and Alley Maintenance Agreement #22874 between the City of Ketchum and MMDM12 LLC.

Reasons for Recommendation:

- The 7th Street Townhomes Design Review application (File No. P22-031) was approved by the Planning and Zoning Commission on April 11, 2023. The Townhouse Preliminary Plat application (File No. P22-031A) and the Phased Development Agreement #22844 were approved by the City Council on April 15, 2023.
- The improvements will not impact the use or operation of the alley off 7th Street.
- The improvements will not impact drainage or snow removal within the public right-of-way.
- Snowmelt is not proposed for either driveway.
- The project complies with all standards for Right-of-Way Encroachment Permit issuance specified in Ketchum Municipal Code §12.12.060.
- The access to the 7th Street Townhomes is from the alley due to the orientation of the development. As part of the Townhouse Subdivision for the 7th Street Townhomes, the applicant is required to improve the alley to provide adequate access to the residential units by the owners and emergency services. Because the City does not maintain alleys in residential districts, the project is required to enter into an Alley Maintenance Agreement.

Policy Analysis and Background (non-consent items only):		
Sustainability Impact:		
None OR state impact here: None		
Financial Impact:		
None OR Adequate funds exist in account.	There is no financial requirement from the city for this action.	

Attachments:

1. ROW Encroachment Agreement #22872 with exhibits

2.	Alley Maintenanc	e Agreement #228.	/4 with exhibits		
· <u></u>				 	

RECORDING REQUESTED BY AND WHEN RECORDED RETURN TO:

City Clerk, City of Ketchum PO Box 2315 Ketchum Idaho, 83340

(Space Above Line For Recorder's Use)

RIGHT-OF-WAY ENCROACHMENT AGREEMENT 22872

THIS AGREEMENT, made and entered into this _____day of ____, 2023, by and between the CITY OF KETCHUM, IDAHO, a municipal corporation ("Ketchum"), whose address is Post Office Box 2315, Ketchum, Idaho 83340 and MMDM12 LLC, ("Owner"), whose mailing address is Post Office Box 2028, Sun Valley, Idaho 83353 and who owns real property located at Lot 3, Block 68, Ketchum Townsite ("subject property").

RECITALS

WHEREAS, Owner wishes to permit the placement of two paver driveways adjacent to the subject property from the property line to the edge of asphalt on the alley. These improvements are shown in Exhibit "A" attached hereto and incorporated herein (collectively referred to as the "Improvements") and;

WHEREAS, Ketchum finds that said Improvements will not impede the use of said public right-of-way at this time subject to the terms and provisions of this Agreement;

WHEREAS, following construction of the Improvements, the Owner will restore the right-of-way, as shown in Exhibit "A", acceptable to the Streets and Facilities Director;

NOW, THEREFORE, in contemplation of the above stated facts and objectives, it is hereby agreed as follows:

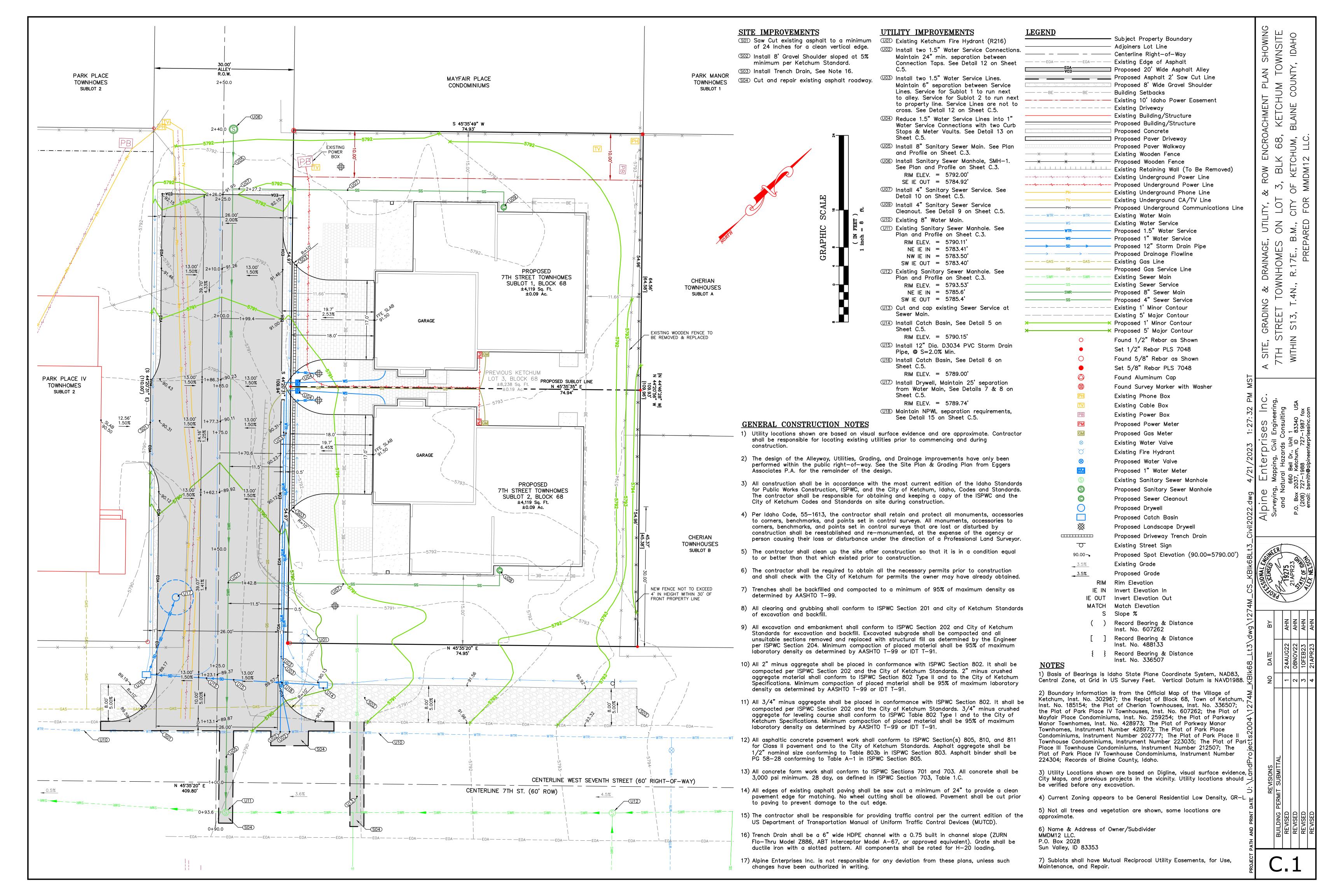
TERMS AND CONDITIONS

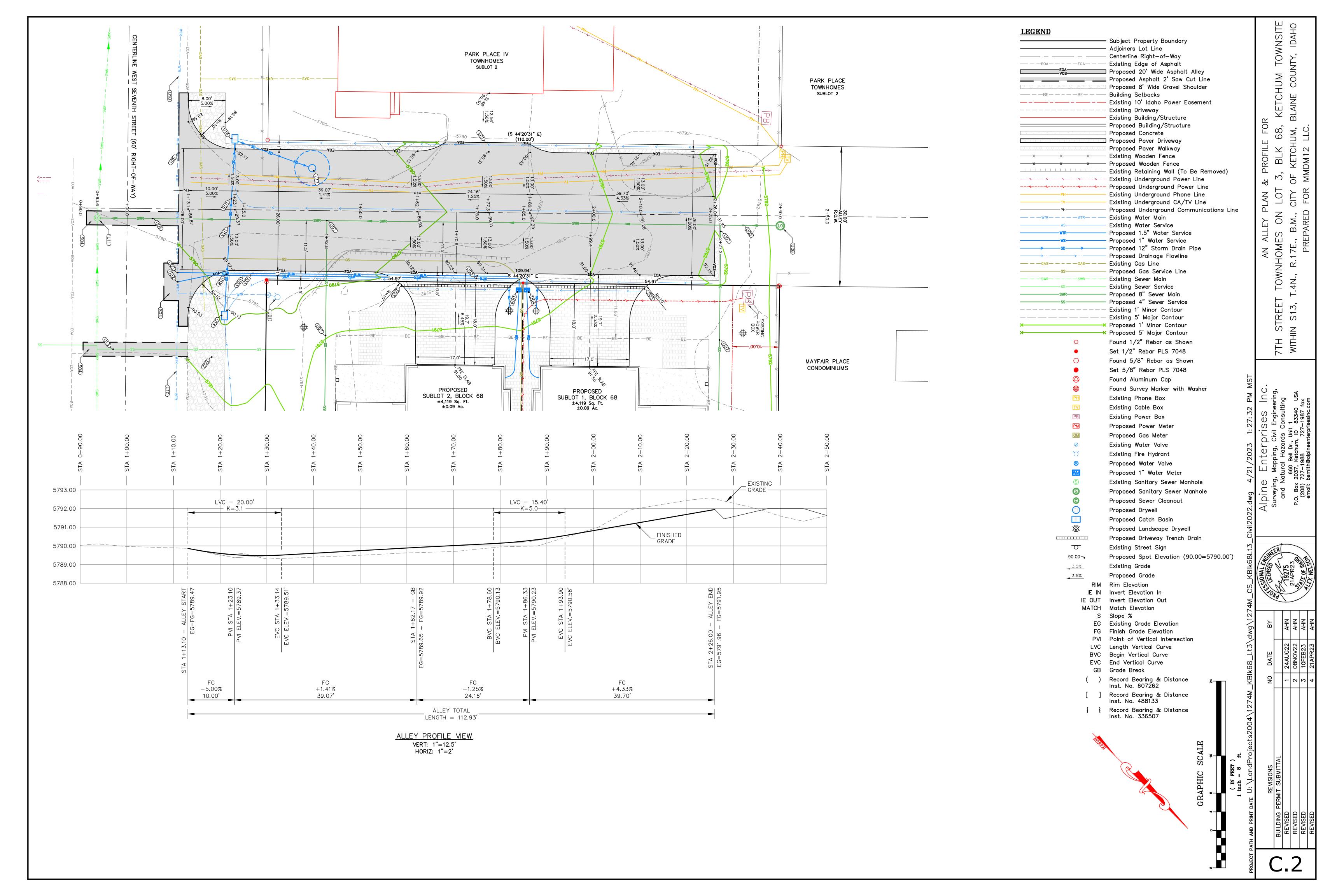
- 1. Ketchum shall permit Owner to install the Improvements identified in Exhibit "A" within the alley right-of-way off 7th Street adjacent to Lot 3, Block 68, Ketchum Townsite until notified by Ketchum to remove the infrastructure at which time Owner shall remove infrastructure at Owner's expense.
- 2. Owner shall be responsible for the maintenance of said Improvements and shall repair said improvements within 48 hours upon notice from Ketchum that repairs are needed. Any modification to the improvements identified in Exhibit "A" shall be approved by the City prior to any modifications taking place.
- 3. Owner shall be responsible for restoring the alley and landscaping that is altered due to the construction and installation of the Improvements, to the satisfaction of the Director of Streets and Facilities.

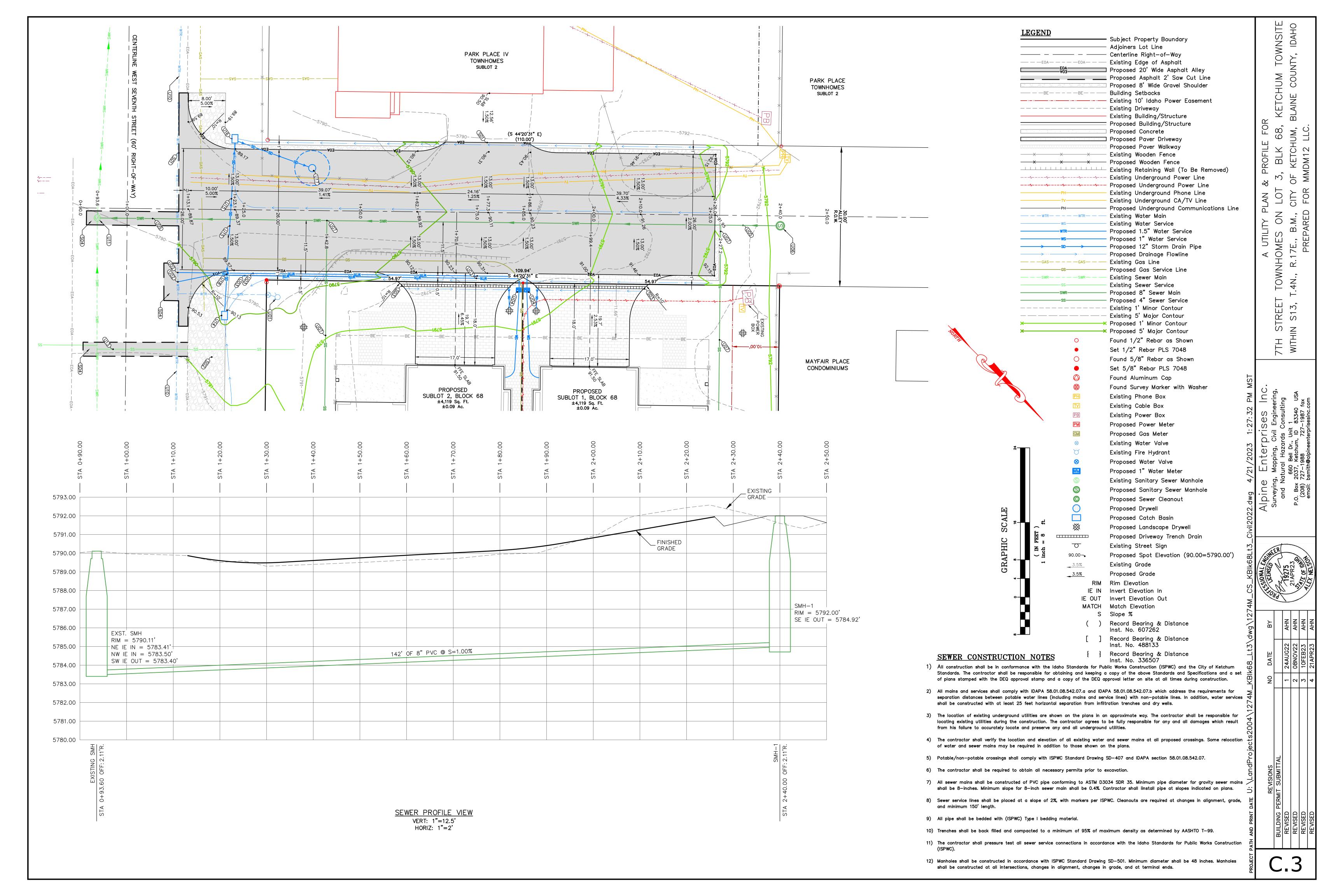
- 4. In consideration of Ketchum allowing Owner to maintain the Improvements in the public right-of-way, Owner agrees to indemnify and hold harmless Ketchum from and against any and all claims of liability for any injury or damage to any person or property arising from the Improvements constructed, installed and maintained in the public right-of-way. Owner shall further indemnify and hold Ketchum harmless from and against any and all claims arising from any breach or default in the performance of any obligation on Owner's part to be performed under this Agreement, or arising from any negligence of Owner or Owner's agents, contractors or employees and from and against all costs, attorney's fees, expenses and liabilities incurred in the defense of any such action or proceeding brought thereon. In the event any action or proceeding is brought against Ketchum by reason of such claim, Owner, upon notice from Ketchum, shall defend Ketchum at Owner's expense by counsel satisfactory to Ketchum. Owner, as a material part of the consideration to Ketchum, hereby assumes all risk of damages to property or injury to persons in, upon or about the Improvements constructed, installed and maintained in the public right-of-way arising from the construction, installation and maintenance of said Improvements and Owner hereby waives all claims in respect thereof against Ketchum.
- 5. Ketchum shall not be liable for injury to Owner's business or loss of income therefrom or for damage which may be sustained by the person, goods, wares, merchandise or property of Owner, its tenants, employees, invitees, customers, agents or contractors or any other person in or about the Subject Property caused by or resulting from the Improvements constructed, installed, removed or maintained in the public right-of-way.
- 6. Owner understands and agrees that by maintaining the Improvements in the public right-of-way pursuant to this Agreement, Owner obtains no claim or interest in said public right-of-way which is adverse to that of Ketchum and that Owner obtains no exclusive right to said public right-of-way nor any other right to use the public right-of-way not specifically described herein.
- 7. In the event either party hereto retains an attorney to enforce any of the rights, duties and obligations arising out of this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party reasonable attorney's fees at the trial and appellate levels and, whether or not litigation is actually instituted.
- 8. This Agreement shall be governed by, construed, and enforced in accordance with the laws and decisions of the State of Idaho. Venue shall be in the District Court of the fifth Judicial District of the State of Idaho.
- 9. This Agreement sets forth the entire understanding of the parties hereto and shall not be changed or terminated orally. It is understood and agreed by the parties hereto that there are no verbal promises or implied promises, agreements, stipulations or other representations of any kind or character pertaining to the Improvements maintained in the public right-of-way other than as set forth in this Agreement.
- 10. No presumption shall exist in favor of or against any party to this Agreement as the result of the drafting and preparation of this document.
 - 11. This Agreement shall be recorded with the Blaine County Recorder by Ketchum.
- 12. The parties fully understand all of the provisions of this Agreement, and believe them to be fair, just, adequate, and reasonable, and accordingly accept the provisions of this Agreement freely and voluntarily.

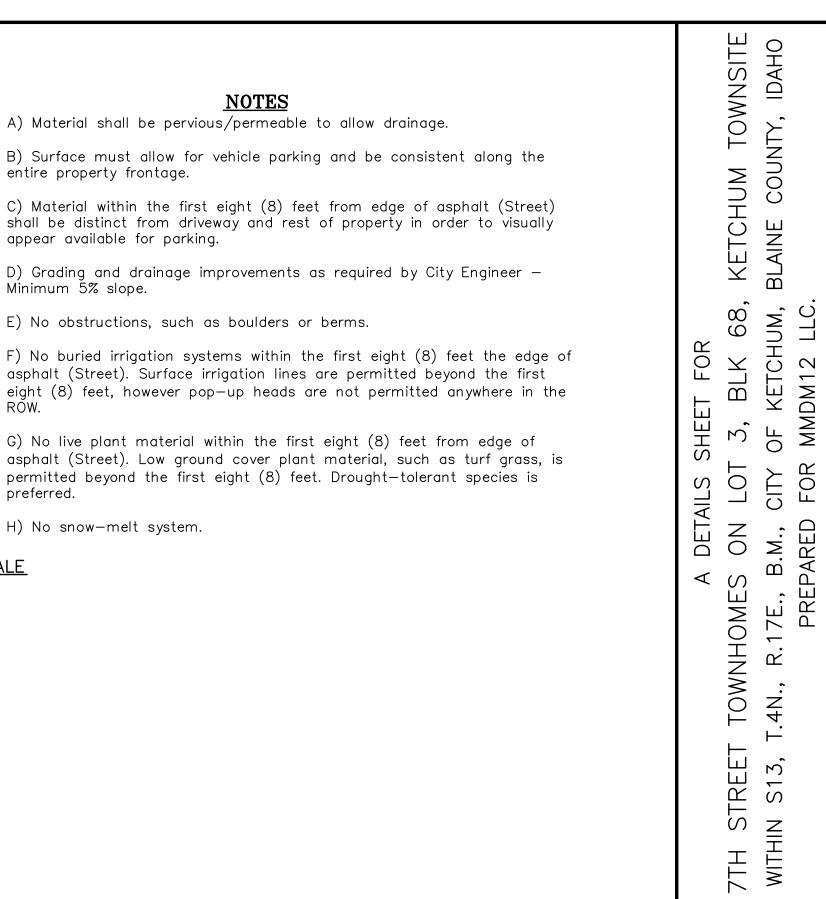
OWNER:	CITY OF KETCHUM:
Ву:	Ву:
Jeff McNee, Managing Member for MMDM12 LLC	Neil Bradshaw, Mayor
STATE OF,) Ss. County of)	
On this day of and for said State, personally appeared Je	_, 2023, before me, the undersigned Notary Public in eff McNee, known or identified to me to be the persor d acknowledged to me that he executed the same.
IN WITNESS WHEREOF, I have have and year first above written.	nereunto set my hand and affixed my official seal the
	Notary Public for Residing at Commission expires
STATE OF IDAHO)) ss. County of Blaine)	
of the CITY OF KETCHUM, IDAHO, and t	2023, before me, the undersigned Notary Public in and RADSHAW, known or identified to me to be the Mayo the person who executed the foregoing instrument or acknowledged to me that said municipal corporation
IN WITNESS WHEREOF, I have he certificate first above written.	ereunto set my hand and seal the day and year in this
	Notary Public for Residing at Commission expires

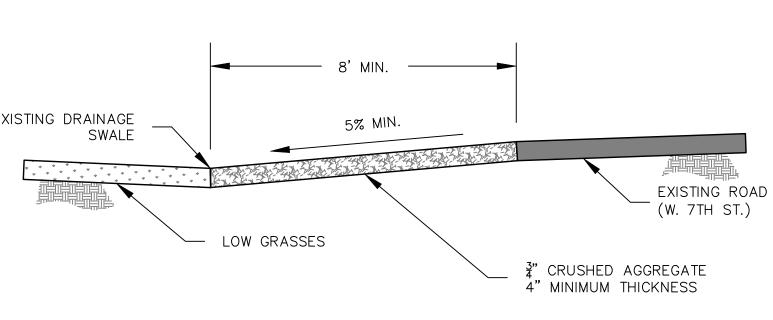
EXHIBIT "A"











EXISTING DRAINAGE

1 AMALANA AMALANA

eight (8) feet, however pop—up heads are not permitted anywhere in the ROW. G) No live plant material within the first eight (8) feet from edge of asphalt (Street). Low ground cover plant material, such as turf grass, is permitted beyond the first eight (8) feet. Drought—tolerant species is

CONCRETE PAVER 2 3/8" MIN. THICKNESS

4" OF 3/4" MINUS CRUSHED GRAVEL AND SAND MIX

→ 1" TO 1 1/2" BEDDING SAND (2" MAX.)

6" OF 2" MINUS BASE COURSE

→ COMPACTED SOIL SUBGRADE

asphalt (Street). Surface irrigation lines are permitted beyond the first

A) Material shall be pervious/permeable to allow drainage.

E) No obstructions, such as boulders or berms.

B) Surface must allow for vehicle parking and be consistent along the

C) Material within the first eight (8) feet from edge of asphalt (Street) shall be distinct from driveway and rest of property in order to visually

D) Grading and drainage improvements as required by City Engineer — Minimum 5% slope.

H) No snow—melt system.

entire property frontage.

appear available for parking.

) CROSS-SECTION: ROADSIDE SWALE

R.O.W. WEST SEVENTH STREET

NOT TO SCALE

MIN. LENGTH EQUAL TO

— PLASTIC EDGE RESTRAINT

5 PAVER DRIVEWAY DETAIL NOT TO SCALE

BASE THICKNESS

STAKE -

GEOTEXTILE AS REQUIRED

TURN UP AT SIDES OF BASE

SLOPE VARIES 3" OF ASPHALT C4" OF 3/4" TYPE I AGGREGATE BASE 6" OF 2" TYPE II SUBBASE COMPACTED SUBGRADE

_ 26' PER PLAN

PER PLAN

A A A A A

3" PLANT MIX PAVEMENT

COMPACT SUBGRADE TO 95%

OF STANDARD PROCTOR

- 4" OF TYPE I CRUSHED AGGREGATE $(\frac{3}{4}$ " MINUS)

- 6" OF TYPE II CRUSHED AGGREGATE (2" MINUS)

PER PLAN

NOTE: COMPACT ROAD SUBGRADE AND ALL

THE MAXIMUM DENSITY OF EACH MATERIAL

STRUCTURAL FILL MATERIAL TO AT LEAST 95% OF

ACCORDING TO STANDARD PROCTOR ASTM D-698.

1' GRAVEL SHOULDER

PER PLAN

TYPICAL STREET ASPHALT SECTION

SLOPE VARIES 3" OF ASPHALT C4" OF 3/4" TYPE I AGGREGATE BASE 6" OF 2" TYPE II SUBBASE COMPACTED SUBGRADE

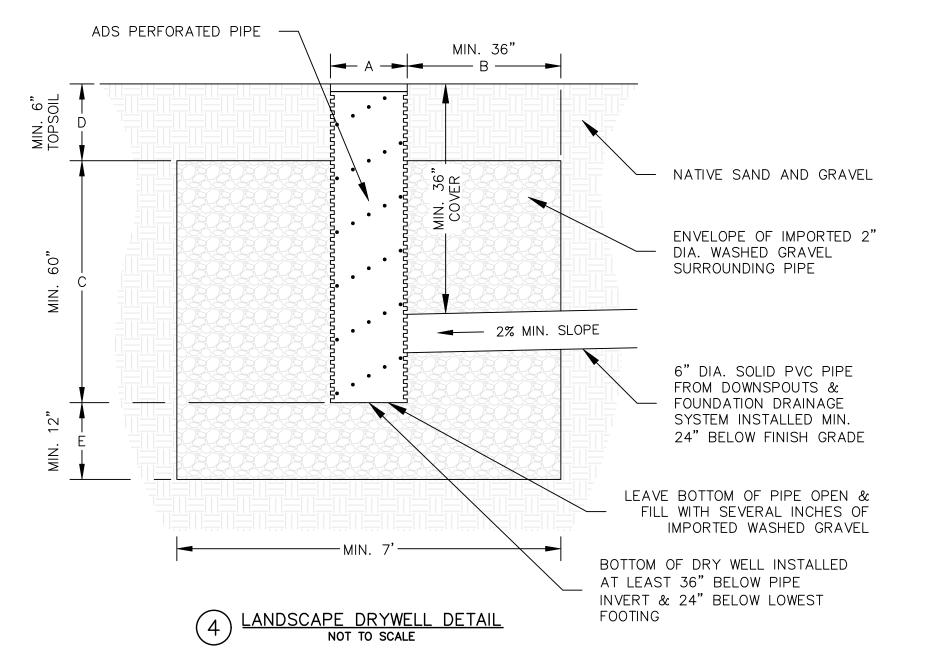
TYPICAL ALLEY ASPHALT SECTION

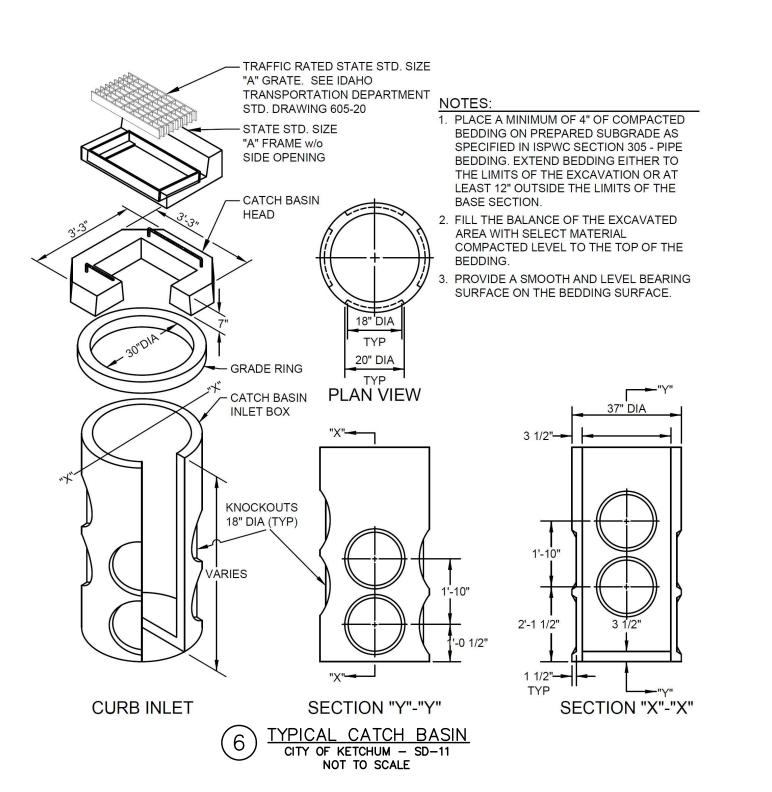
 SUBBASE CAN BE 2" TYPE II OR ¾" TYPE I CRUSHED AGGREGATE BASE COURSE.

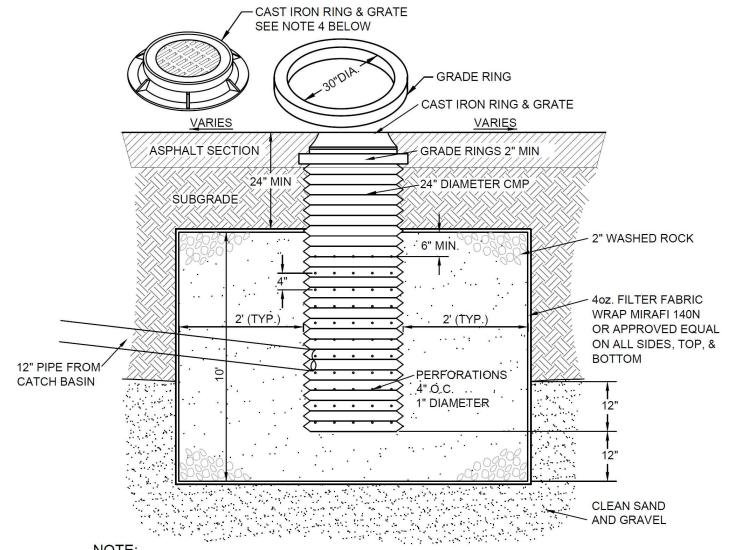
2. MATERIALS SHALL CONFORM WITH CURRENT ISPWC STANDARDS, DIVISION 800 AGGREGATES AND ASPHALT.

3. PAVEMENT SECTION MAY BE MODIFIED IF A PROJECT SPECIFIC GEOTECHNICAL REPORT, STAMPED BY A LICENSED ENGINEER, IS PROVIDED.

CITY OF KETCHUM - SD-3 NOT TO SCALE







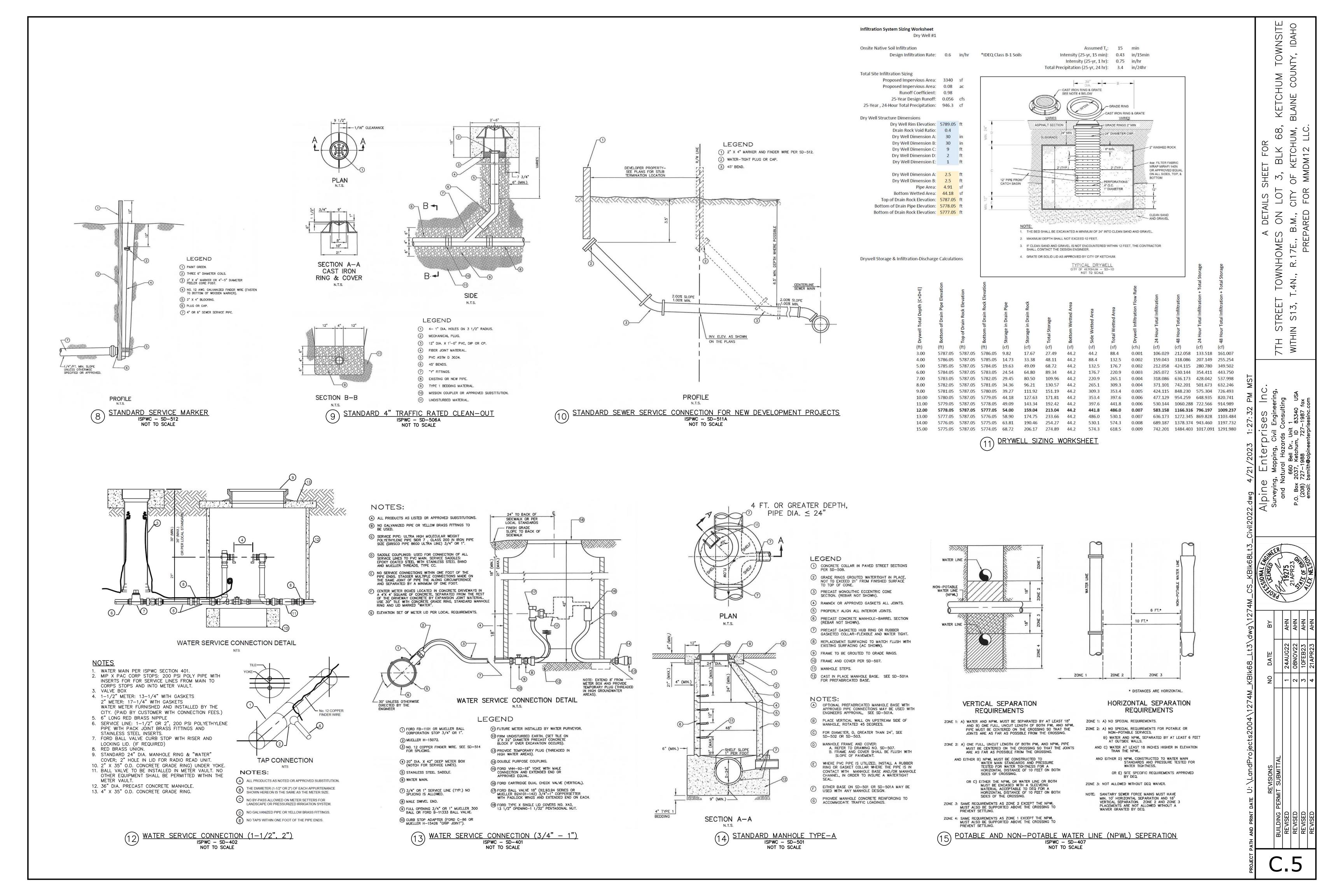
1. THE BED SHALL BE EXCAVATED A MINIMUM OF 24" INTO CLEAN SAND AND GRAVEL

2. MAXIMUM DEPTH SHALL NOT EXCEED 12 FEET.

3. IF CLEAN SAND AND GRAVEL IS NOT ENCOUNTERED WITHIN 12 FEET, THE CONTRACTOR SHALL CONTACT THE DESIGN ENGINEER.

4. GRATE OR SOLID LID AS APPROVED BY CITY OF KETCHUM.

CITY OF KETCHUM - SD-10 NOT TO SCALE



Recording Requested By and When Recorded Return to:

City of Ketchum P.O. Box 2315 191 5th Street West Ketchum, ID 83340

For Recording Purposes Do Not Write Above This Line

GRANT OF LICENSE AND ALLEY MAINTENANCE AGREEMENT 22874

This maintenance agreement ("Agreement") is made and entered into as of the _____ day of _____, 2023, the ("Effective Date") by and between the CITY OF KETCHUM, and Idaho municipal corporation ("the City"), who is the owner of the public lands as more specifically delineated on Exhibit "A" (hereinafter "Alley") attached hereto, and MMDM12 LLC, who is the owner of that certain parcel of real property referred to Lot 3, Block 68, Ketchum Townsite (herein "Owner") as more specifically delineated on Exhibit A attached hereto and referred to as "Subject Property".

- 1. <u>Grant of License</u> The City hereby grants to Owner and its agents, employees, contractors, subcontractors, (collectively "Agents"), subject to the conditions and covenants set forth in this Agreement as of the date this Agreement is signed by all parties, (hereinafter the "Commencement Date"), a revocable license over and right of entry on and use of the Alley for the purposes of vehicular and pedestrian ingress, egress and access to the Subject Property, including installation of pavement, and for the maintenance, snow removal and repair of the Alley on that portion identified in Exhibit B. The portion of the Alley identified in Exhibit B shall always be open and available to the public and the City shall have exclusive authority with respect to all parking restrictions and enforcement.
- 2. <u>License Revocable</u> This Agreement and the rights to use the Alley granted hereunder are revocable. City Shall provide Owner with 60 days notice if the Agreement is to be terminated. Owner understands and agrees that by entering into this Agreement Owner obtains no claim or interest in said City property which is adverse to that of the City, that Owner obtains no exclusive right to said City property nor any other right to use the City property not specifically described herein.
- 3. <u>Prior Rights</u> This grant is made subject to and subordinate to the prior and continuing rights and obligations of the City, its successors and assigns, and the general public, to use the Alley in the performance of its municipal operations; provided, however, that such use shall not materially interfere with the use of the Alley by the Owner for the

Permitted Use. This Agreement is subject to all licenses, leases, easements, restrictions, conditions, covenants, encumbrances, liens and claims of title which may affect the Alley as of the Effective Date, and the word "grant" shall not be construed as a covenant against the existence of any of the foregoing.

- 4. <u>Term</u>-The term of the Agreement shall commence on the Commencement Date and shall be in effect until the City provides notice the Agreement is terminated.
- 5. Permits, Licenses and Approvals As a condition to Owner's right to use the Alley for the Permitted Use, Owner shall obtain any required permits, licenses and approvals from the City and any other governmental agencies having jurisdiction over Owner's use of the Alley. Ownershall maintain such permits, licenses, ordinances and approvals in force throughout the term of this Agreement. Owner shall be solely responsible for any and all fees, charges, or other expenses that may be imposed by any regulatory agencies in connection with Owner's use or enjoyment of the Alley.
- 6. <u>Condition of Property</u> The City makes no warranty or representation of any kind concerning the condition of the Alley or the fitness of the Alley for the Permitted Use, and hereby disclaims any personal knowledge with respect thereto, it being expressly understood by the parties hereto that Owner has personally inspected the Alley, knows its condition and accepts it asis.

7. Alterations. Repair and Maintenance

- a) Owner agrees, at its sole cost and expense to pave the portion of the Alley identified in Exhibit A to the satisfaction of the City. Owner has submitted a paving and improvement plan, included as Exhibit "B", to the City for review and City has approved said plan. All improvements shall be constructed per the approved plan included as Exhibit B.
- b) Owner agrees, at its sole cost and expense, to keep the portion of Alley in Exhibit B in reasonably safe, clean and sightly condition, reasonably free from waste and snow to the reasonable satisfaction of the City. Owner agrees, at its sole cost and expense, to perform snow removal for the full length of the Alley at a width of 20 feet and to place all removed snow in snow storage areas as designated by the City. Owner shall perform all repairs and maintenance to the Alley.
- c) The Owner shall perform maintenance and snow removal in accordance with this Agreement. The City shall not be responsible for maintenance, repairs and snow removal in the Alley. If Owner fails to keep the Alley in the condition required under this Section 7, then the City may, after ten (10) days written notice to Owner and a five (5) day opportunity to cure said problem, perform the necessary work at the expense of Owner, which expense Owner agrees to pay to the City upon written demand.

- d) All alterations, maintenance and repairs by Owner upon the Alley shall be performed in a good manner reasonably satisfactory to the City.
- e) Any open holes shall be satisfactorily covered at all times when Owner's Agents are not physically working in the vicinity of such holes. Upon completion of work, all such holes shall be filled in to meet the surrounding ground level and the Alley shall be left in a neat and safe condition reasonably satisfactory to the City.
- f) Owner shall not suffer any mechanic's or materialman's liens of any kind to be enforced against the Alley for any work done or materials furnished at Owner's request. If any such liens are filed, Owner shall bond or remove them within sixty (60) days of learning of the same, at Owner's expense, and shall pay any judgment which may be entered in connection therewith.
- g) Should Owner fail, neglect or refuse to do so, the City, after giving Owner twenty (20) business days written notice, shall have the right to pay any amount required to release any such liens or to defends any action brought and to pay any judgment entered. Owner shall be liable to the City for all costs, damages, reasonable attorney's fees and any amounts expended in defending any proceedings or in payment of any of said liens or judgment. The City may post and maintain upon the property notices of non-responsibility as provided by applicable law.
- 8. Permitted Uses and Restriction on Use The Owner may use the alley for the purposes of vehicular and pedestrian ingress, egress and access to the Subject Property, including installation of pavement, and for the maintenance, snow removal and repair of the Alley. The Alley shall be open and available to the public at all times and the City shall have exclusive authority with respect to all parking restrictions and enforcement. Owner agrees not to conduct any activities on or about the Alley that constitute waste or nuisance or any activities which constitute a continuing or repeated and unreasonable annoyance of which the City is notified by the owners or occupants of neighboring property or other members of the public.
- 9. <u>Indemnification</u>- In consideration of City allowing Owner to construct and maintain the Improvements on City property, Owner agrees to indemnify and hold harmless City from and against any and all claims of liability for any injury or damage to any person or property arising from the Improvements constructed, installed and maintained on City property. Owner shall further indemnify and hold City harmless from and against any and all claims arising from any breach or default in the performance of any obligation on Owner's part to be performed under this Agreement, or arising from any negligence of Owner or Owner's agents, contractors or employees and from and against all costs, attorney's fees, expenses and liabilities incurred in the defense of any such action or proceeding brought thereon. In the event any action or proceeding is brought against City by reason of such claim, Owner, upon notice from City, shall defend City at Owner's expense by counsel satisfactory to City.

Owner, as a material part of the consideration to City, hereby assumes all risk of damages to property or injury to persons in, upon or about the Improvements constructed, installed and maintained on City property arising from the construction, installation and maintenance of said Improvements and Owner hereby waives all claims in respect thereof against City.

- 10. <u>Compliance with Laws</u> The Permitted Use of the Alley shall conform to all applicable zoning laws and regulations. Owner shall comply, at Owner's expense with all applicable laws, regulations, rules and orders with respect to the use of the Alley, regardless of when they become or became effective, including, without limitation, those relating to construction, grading, signage, health, safety, noise, environmental protection, hazardous materials, waste disposal and water and air quality, and shall furnish reasonably satisfactory evidence of such compliance upon the written request of the City.
- 11. <u>Notices-</u>All notices required or permitted to be given under this Agreement shall be in writing and mailed postage prepaid by certified or registered mail, return receipt requested, or by personal delivery or by overnight courier, to the appropriate address indicated below or at such other place or places as either party may from time to tune designate in written notice given to the other. Notices shall be deemed sufficiently served four days after the date of mailing or upon personal delivery.

The City: To Owner:

City of Ketchum MMDM12 LLC
Post Office Box 2315 Post Office Box 2028
Ketchum, Idaho 83340 Ketchum, Idaho 83340

- 12. <u>Assignment</u> Owner shall have the right to assign and transfer this Agreement to any party who purchases one hundred (100%) of the Subject Property, upon receiving the written consent of the City, which consent to assign shall not be unreasonably withheld or delayed. The City and any subsequent assignee may not consent to subsequent modifications to this License with assignees, sublessors or successors of Owner without notifying Owner and obtaining Owner's consent thereto.
- 13. No Waiver- No waiver of any default or breach of any covenant of this Agreement by either party shall be implied from any omission by either party to take action on account of such default other than the default specified in the waiver, and then the waiver shall be operative only for the time and to the extent stated. Waivers of any covenant, term or condition by either party shall not be construed as waivers of any subsequent breach of the same covenant, term or condition. The consent or approval by

- either party to or for any act by either party requiring further consent or approval shall not be deemed to waiver or render unnecessary that party's consent or approval to or of any subsequent similar acts.
- 14. <u>Severability</u> Each provision of this Agreement is intended to be severable. If any term or provision of this Agreement shall be determined by a court of competent jurisdiction to be illegal or invalid for any reason whatsoever, such provision shall be severed from this Agreement and shall not affect the validity of the remainder of this Agreement.
- 15. <u>Attorney's Fees</u> If any legal proceeding should be instituted by either of the parties to enforce the terms of this Agreement or to determine the rights of the parties under this Agreement, the party in the proceeding shall receive, in addition to all court costs, reasonable attorney's fees.
- 16. No Costs to the City Except as expressly set forth in this Agreement to the contrary, Owner shall bear all costs and expenses of any kind or nature in connection with Owner's use of the Alley.
- 17. <u>Waiver of Liability</u> Neither the City nor any of its council members, commissions, departments, boards, officers, agents or employees, when acting of the City behalf, shall be liable for any damage to the property of Owner or its Agents, or for any bodily injury or death to such persons resulting or arising from the condition of the Alley or its use by Owner, or if such damage occurs before the Effective Date, unless caused by the intentional acts of the City nor any of its council members, commissions, departments, boards, officers, agents or employees.
- 18. <u>Non-Discrimination</u> Owner shall not, in the operation and use of the Alley, discriminate against any person or group of persons solely because of race, color, creed, national origin, ancestry, age, sex, or disability.
- 19. <u>Governing& Law</u> The rights and liability of the parties under this Agreement shall be interpreted in accordance with the laws of the State of Idaho. The Venue shall be in the Idaho 5th Judicial District, Blaine County, Idaho.
- 20. <u>Taxes</u> Any and all real property tax or any other form of tax assessed or imposed against the Alley arising out of or attributable to Owner's use shall be borne by Owner.
- 21. <u>Utilities</u> Owner shall pay for all water, gas, heat, light, power, telephone, and other utilities and services applied to the Alleyand used by Owner or its Agents, together with any taxes thereon.

- 22. <u>Successors and Assigns</u> This Agreement shall be binding upon and inure to the benefit of each of the parties hereto and their respective successors and assigns.
- 23. Interpretation/Amendment- This Agreement constitutes the complete expression of the agreement between the parties hereto and supersedes any prior agreements, whether written or oral, concerning the subject of this Agreement which are not fully expressed herein. Any addition to, deletion from, termination' extension or any other modification or to this Agreement must be in writing signed by the party against whom such modification operates.
- 24. <u>Recordation</u> Upon execution of this Agreement, the City shall duly record the Agreement in the public records of Blaine County, Idaho and shall thereafter promptly submit a conformed copy of the same to Owner.

IN WITNESS WHEREOF, the parties have executed this License Agreement as of the day and year first written above by their duly authorized representatives.

OWNER:	CITY OF KETCHUM:
Ву:	Ву:
Jeff McNee, Managing Member for MMDM12 LLC	Neil Bradshaw, Mayor
	ATTEST:
	Trent Donat City Clerk

STATE OF)	
STATE OF)	
On this day of, 20	023, before me, the undersigned Notary Public in known to me to be the person who executed the e that he executed the same.
IN WITNESS WHEREOF, I have hereunt and year first above written.	to set my hand and affixed my official seal the day
	Notary Public for Residing at Commission expires
STATE OF,) ss. County of)	
County of)	
STATE OF IDAHO)) ss. County of Blaine)	
On this day of, 2023 for said State, personally appeared NEIL BRAD of the CITY OF KETCHUM, IDAHO, and the pe	s, before me, the undersigned Notary Public in and SHAW, known or identified to me to be the Mayor erson who executed the foregoing instrument or nowledged to me that said municipal corporation
IN WITNESS WHEREOF, I have hereun certificate first above written.	to set my hand and seal the day and year in this
	Notary Public for Residing at Commission expires

EXHIBIT "A"

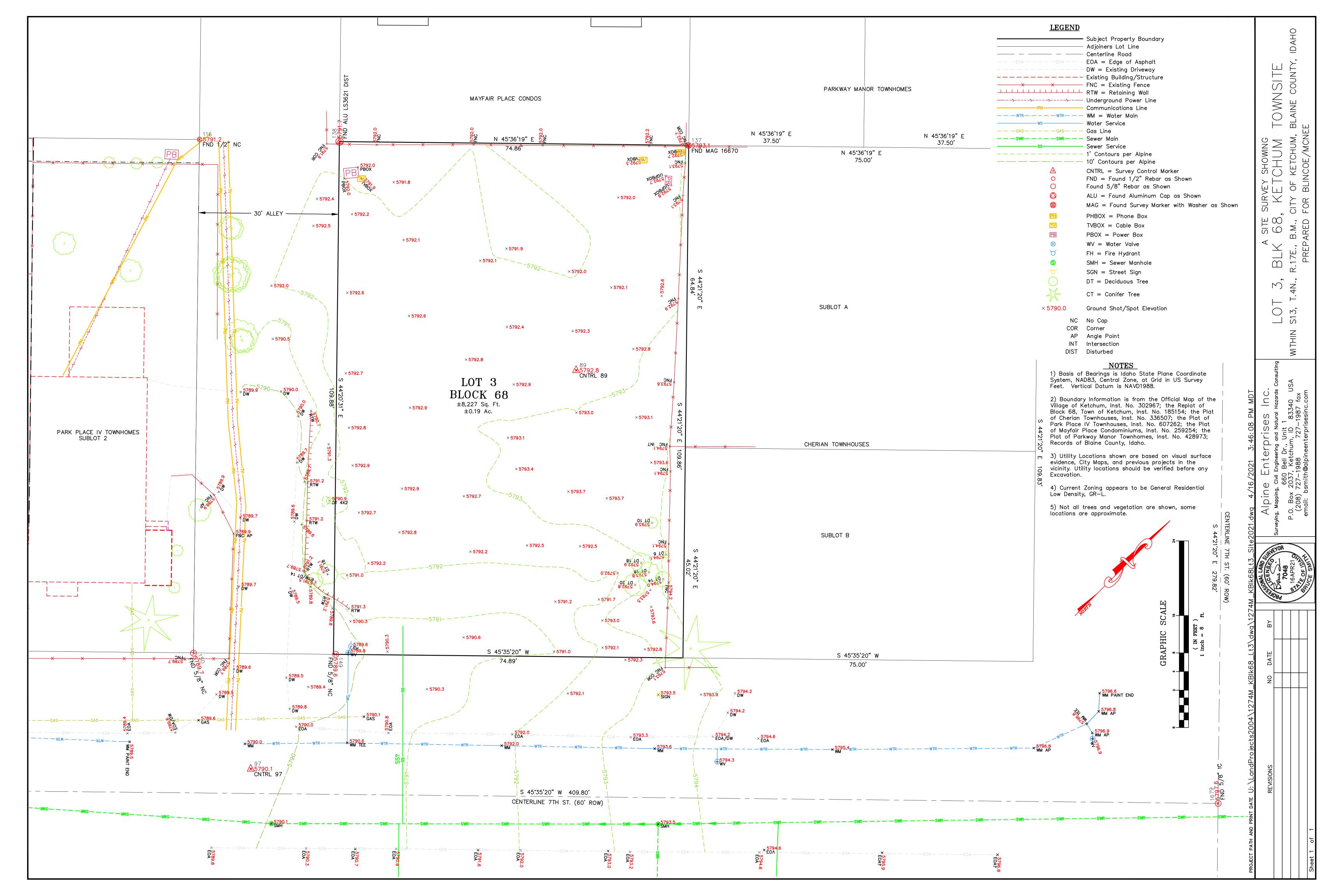


EXHIBIT "B"

