



Ketchum Urban Renewal Agency

P.O. Box 2315 | 191 5th Street | Ketchum, ID 83340

March 18, 2024

Chair and Commissioners
Ketchum Urban Renewal Agency
Ketchum, Idaho

UPDATE ON FIRST AND WASHINGTON PROJECT AND RECOMMENDATION TO ESTABLISH KURA SUBCOMMITTEE DURING THE PROJECT DESIGN PROCESS AND AUTHORIZING THE EXECUTIVE DIRECTOR TO INITIATE AND FUND THE IDAHO POWER ENGINEERING STUDIES FOR THE SITE

Introduction/History

After adoption of the Development and Disposition Agreement, staff and the development team established weekly meetings to maintain the project schedule and address any outstanding issues. In addition, staff and the development team met with Idaho Power representatives to discuss modifications and potential relocation of equipment on the project site. The following is a summary of the project status to date:

- The project team requested KURA establish a subcommittee to review and provide direction on design plans to ensure the project design is on the right track before plans are submitted formally for KURA approval. The subcommittee would consist of no more than three KURA members. **Attachment A** provides the timelines and milestones for KURA approval of the plans and **Attachment B** provides the preliminary design comments provided to the development team by the KURA and Planning and Building staff.
- The site contains Idaho Power equipment that requires modification or relocation. **Attachment C** outlines the equipment on the site. A meeting was held with Idaho Power to initiate engineering to determine options and cost for modifying/relocating the equipment. KURA will be funding the Idaho Power engineering study and modification/relocation of the equipment. Idaho Power would begin their work on the equipment in Fall 2024, so the site is ready for project construction Spring 2025.

Specific issues discussed:

- Undergrounding the alley power lines. If not done, the project has to be setback 13 feet from the lines and during construction, no activity can take place within 10 feet of the lines.
- At a minimum replace the switch at the northwest corner of the site with an updated switch without oil and with reduced setback requirements. Evaluation of relocating the switch and sector equipment to the northeast corner of the site or offsite. Idaho Power has an easement on the property for switch and sector boxes.

- Remove and either relocate or incorporate into the project the 3-phase transformer in the middle of the site. Staff will reach out to the property owner to discuss the transformer. There is no easement or agreement for the transformer to be located on the site.
- A preliminary design and construction schedule has been developed by the design team and included in **Attachment D**.

Recommendation and Motion

Based on the information above, staff is recommending the Board make the following motions:

- 1) I move to appoint (provide names) to serve as the KURA subcommittee to review and provide comments on the design and plan preparation for First and Washington.
- 2) I move to authorize the Executive Director to initiate and fund the Idaho Power engineering work for the First and Washington site.

Attachments:

- A: DDA Development Timelines and Milestones
- B: KURA Preliminary Design Comments
- C: Idaho Power Equipment on the Site
- D: Development Team Preliminary Project Schedule

Attachment A

Attachment 5

Schedule of Performance

	Action	Due Date	Section
1	Execution & Delivery of Agreement by Developer. Developer shall execute and deliver this Agreement to Agency.	As soon as practical	16.10
2	Execution of Ground Lease		5.1.1
3	Execution and Delivery of Agreement by Agency. Agency shall consider approval of this Agreement, and if approved, shall deliver one executed original to Developer.	Within forty-five (45) days of execution by Developer	16.10
4	Payment of Deposit. Developer previously deposited with Agency the sum of \$10,000.00	Completed.	5.2.4(b)
5	Submission of Preliminary Evidence of Financing. Developer shall submit to Agency evidence satisfactory to the Agency that Developer will have at or before execution of the Ground Lease the financial capability necessary for the development of the Project thereon pursuant to this Agreement.	No later than ninety (90) prior to execution of Ground Lease	4.1
6	Time to Approve Evidence of Financing. Agency shall approve or disapprove of Developer's evidence of financing	Within twenty (20) days of Developer's submission of evidence of financing.	4.3
7	Submission of Preliminary Plans	Within one hundred twenty (120) days after Effective Date	8.4
8	Approval of Preliminary Plans	Within twenty-one (21) after receiving submission.	8.4
9	Submission to Agency of Schematic Design Documentation	Within sixty (60) days after Agency approval of the Preliminary Plans	8.5
10	Approval of Schematic Design Documentation.	Within fifteen (15) days following the public workshop	8.5
11	Submission of Design Review Drawings.	Within ninety (90) days after Agency approval of Schematic Design Documentation.	8.6
12	Approval of Design Review Drawings	Within twenty (20) days after receiving submission.	8.6

13	Submission of Final Construction Drawings	Within ninety (90) days after the City's issuance of a Design Review Permit.	8.7
14	Approval by Agency of Final Construction Drawings	Within twenty-one (21) days of receipt by Agency.	8.7
15	Submission of Building Permit Application to the City by the Developer.	Within 30 days of Agency approval of Final Construction Documents	8.7
16	Commencement of Construction	Within ninety (90) days of Developer receiving Building Permit from City.	8.7
17	Completion of the Project and Issuance of a Certificate of Occupancy	Within 30 months of issuance of the Building Permit by the City.	8.7
18	Insurance. Developer shall furnish evidence of the insurance required under the Agreement to Agency.	Prior to Execution of Ground Lease.	10
19	Construction Loan Closings.	Concurrently with execution of Ground Lease	4
20	Conditions Precedent to Ground Lease. All Conditions Precedent to Closing shall be satisfied or waived as appropriate.	Prior to Execution of Ground Lease	5
21	Construction Contract. Requires Project to be constructed for under the Project Budget.	Prior to Execution of Ground Lease	5.2.4(f)
22	Certificate of Completion. Agency shall provide Certification of Completion to Developer.	Promptly following City's issuance of a certificate of occupancy for 100% of the residential units and a certificate of occupancy/completion of at least the shell/core of the retail and/or office and/or commercial use and Developer is not in default.	11.1

Attachment B



P.O. Box 2315 | 191 5th Street | Ketchum, ID 83340

February 21, 2023

VIA EMAIL: dean@dechase.com
steve@wrcht.org

DeChase Development Services LLC
J. Dean Pape
1199 Shoreline Drive #290
Boise, Idaho 83702

Wood River Community Housing Trust, Inc
Steven Shafran
Woodriver Community Housing Trust
PO Box 7840
Ketchum, Idaho 83340

Re: List of Outstanding Items Provided Pursuant to ANE related to the 1st and Washington Project.

Dear Dean and Steven:

The following provides a non-exhaustive list of the items the Ketchum Urban Renewal Agency ("KURA") believes are outstanding and requiring further information and negotiation, as required by Section 201 and Section 801 of the Agreement to Negotiation Exclusively ("ANE"). Pursuant to Section 201 and 801, thirty (30) days after execution of the ANE, prior to February 27, 2023, KURA agreed to provide a list of what it believed to be the outstanding items and topics requiring negotiation. The following is a high-level overview of the items KURA believes must be resolved prior to execution of a ground lease and development and disposition agreement. This list is by no means exhaustive and is intended to provide a starting place for conversation and negotiation. It is anticipated that, as design and project development continues, this list may need to be amended or added to.

- 1) Items Provided Pursuant to Section 201. The following are general project issues that should be addressed by the parties:
 - a. Mix of Unit Sizes. The proposal is weighed toward studio units. Explore the feasibility of providing more 1-bedroom units.
 - b. Unit Income Levels. The proposal indicates maximum AMI at 155%. Discussion and evaluation of higher AMI levels for some of the units.

- c. Resident Parking. Determine the number of dedicated resident parking spaces that need to be provided. Explore a shared parking scenario where the majority of resident parking could be shared public parking.
- d. Public Parking. Explore developer contribution toward on-site public parking.
- e. Parking Operations. If public parking is included in the project, address the operation and maintenance of public parking.
- f. Public Parking Financing. Discuss the options of the developer financing parking structure with lease back or reimbursement from KURA.
- g. Idaho Power Issues. Address relocation and/or incorporation of Idaho Power equipment on site. Explore project design to address required separation requirements and/or undergrounding overhead power lines in alley.
- h. Ground Floor Uses. Identify the ground floor uses proposed for the project and address any parking implications.
- i. KURA Financial Participation. Determine the amount of funding required by KURA.
- j. Public Outreach. Determine public outreach to be conducted for the project approval process.
- k. Consideration of rooftop amenities such as a decks or other resident amenities to capitalize on the views.
- l. Consideration of rooftop solar.
- m. Project must comply with the Ketchum Green Building standards (KMC Chapter 15.20) for residential development which requires the following:

The following certification programs shall satisfy the requirements of the code. Third party verification is required. Additional programs may be approved by the City on a case by case basis if they meet or exceed the requirements of the programs below:

- Leadership in energy and environmental design (LEED) silver certification, verified by a LEED green rater; or
- National green building standard (NGBS) silver certification, verified by a National Association of Home Builders (NAHB) verifier.

2) Items Provided Pursuant to Section 801. The following are design development issues that should be addressed by the Parties:

- a. The building above the first floor should incorporate features such as stepbacks, different materials, and building fenestration to reduce the perceived building mass and break up the linear uniformity of the project particularly on the east and west elevations. Concept design appears somewhat monolithic with little or no variation on the street elevations above the first floor. We encourage the use of vertical and horizontal architectural features and materials to achieve modulation of the building that gives the perception that there is more than one structure rather than one long building.

- b. Steppbacks and modulation mentioned above will also have a positive impact on the long and continuous roofline at the top floor which accentuates the building's size and flatness. We encourage evaluation of accents, steppbacks, or notches to vary the roofline at the top level of the building.
- c. All building elevations above the first floor will be visible and should provide the same level of articulation to ensure the building design is consistent and interesting on all four elevations. The 5-foot average setback for the building is calculated at each floor, not just the ground floor. It should be noted that setback areas on the ground floor that are covered by the floor above are not counted toward the average setback calculation.
- d. The renderings show external paneling that projects out from the façade wall to accent the windows. Details of the material were not included; however, it appears to be a metal mesh paneling application. We recommend further evaluation of this treatment as it does not fully achieve the desired effect of breaking up the façade walls.
- e. The concept design uses an extensive amount of grey cement shingle cladding which is not a material that is used widely or with that prominence within this area of the community core. We recommend evaluating a warmer color palette with use of wood accents where appropriate. Additionally, the light-colored brick seems a bit muted and flat against the grey shingle. We recommend the evaluation of a stone material with more depth in color variation.
- f. Consider the placement of the garden roof on the street side of the project rather than the alley side. This is an interesting element of the building; however, the placement may create a challenging environment for this to thrive due to the sun exposure.
- g. Corners at 1st and Washington and 2nd and Washington should be well defined and distinguished from the rest of the building from the ground level upward. The concept plans distinguish the 1st and Washington corner with a material change and slight pop out of the corner. We recommend consideration of more articulated architectural features and materials.
- h. Ground floor design should be interactive for the pedestrian providing an engaging and connected experience at street level. Architectural features of the ground floor should be accentuated so that the focal point of the building is the ground floor and the building corners, not the upper floors. The ground floor should be designed with clear visibility into ground floor uses. Due to the type of materials currently proposed and the design of the upper floors, the upper floors dominate the building and appear to shorten the perceived height of the ground floor. We recommend consideration of stepping back the building above outdoor seating areas as a way of opening those areas up and highlighting the spaces more.
- i. 2nd Street elevation (north elevation) needs refinement to provide a more pedestrian oriented design. That elevation on concept plans shows blank

walls and little pedestrian interaction. All street elevations must be engaging. Minimal use of metal screen paneling can be appropriate when screening utilities and other mechanical equipment but should be minimized as much as possible particularly when facing a pedestrian sidewalk.

- j. ROW standards for this site will require 8-foot sidewalks around the length of the project. The conceptual site plan shows bump outs along the Washington Avenue side of the project. Per the city's street standards, this side of the project would need to be snow melted. All right-of-way standards can be found [HERE](#).
- k. The conceptual site plan appears to show a garbage area adjacent to the alley, which is the desired location. However, the size and orientation of the area will need to be further evaluated. The dumpsters will need to be on rolling racks to extend into the alley to allow for servicing by Clear Creek Disposal. Due to the width of the alley, turning into a loading/unloading area to conduct trash handling will be difficult. Handling of garbage and recycling will need to be dialed in based on the number of dumpsters and recycling carts used to service the development.
- l. This review does not include any verification of dimensional standards or other code compliance items applicable in the CC-2 zone district.

3) Other ANE Requirements.

- a. Financing. Pursuant to Section 807 of the ANE, on or before May 31, 2023, the developer is to provide KURA a timeline and process for obtaining project financing and the utilization of IHFA programs.
- b. Deposit. The developer provided the required deposit to KURA on February 13, 2023.
- c. Environmental Reports. KURA provided the developer with any environmental reports in KURA's possession regarding the site on February 14, 2023.
- d. Structure Parking. The developer is to provide KURA certain information related to the structure parking, prior to May 31, 2023, as outlined in Section 809 of the ANE.
- e. KURA Support of Parking. Pursuant to Section 809 of the ANE, KURA will notify the developer of KURA's intent with regard to financing, owning, or operating public parking related to the project.

We look forward to working through these items with your team. Should you have any questions please do not hesitate to contact Suzanne Frick.

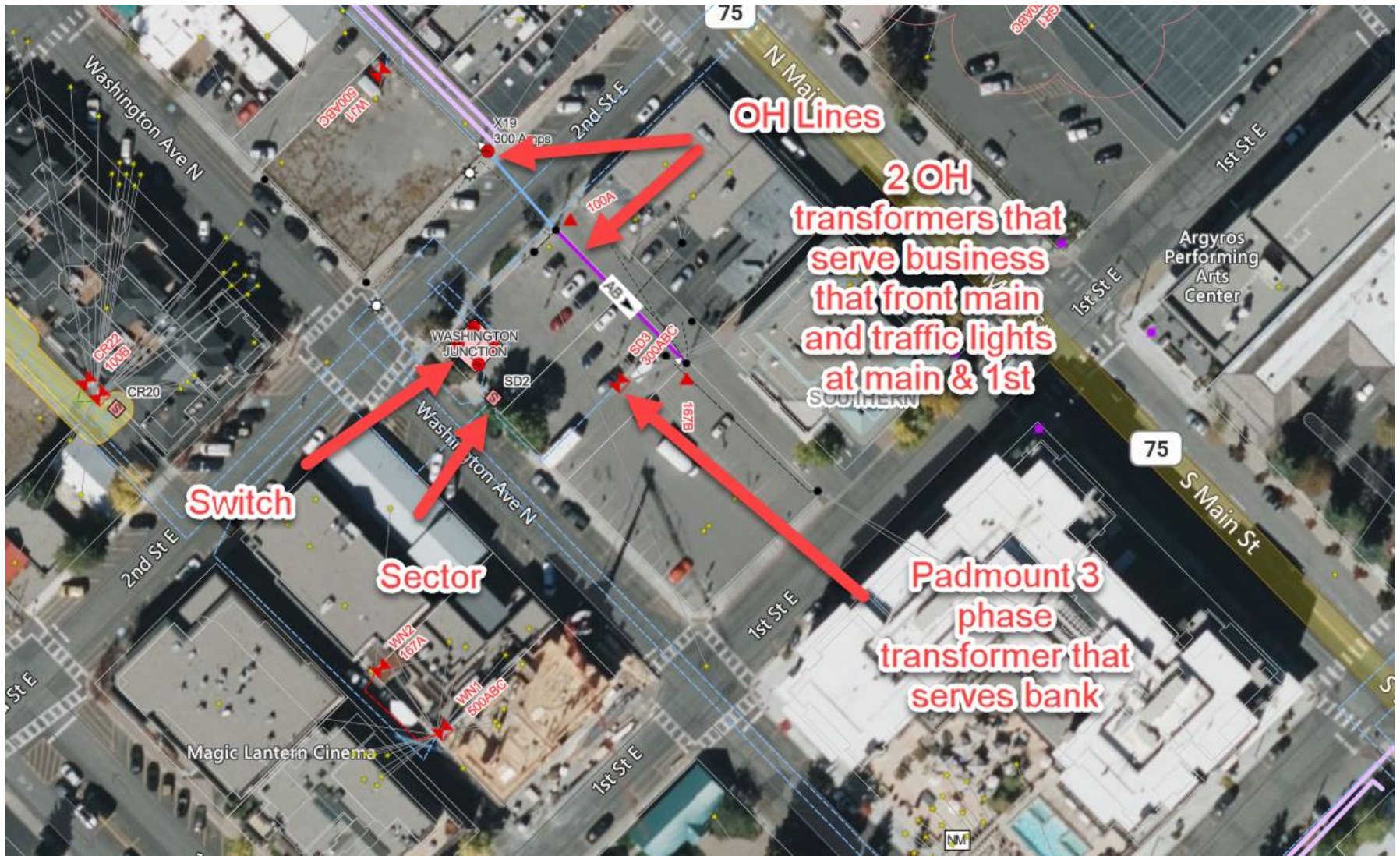
Sincerely,

A handwritten signature in black ink that reads "Susan Scovell". The signature is written in a cursive, flowing style.

Susan Scovell
Chair, KURA

Cc: Mark Edlen, Wood River Community Housing Trust

Attachment C



Attachment D

I. Proposed Project Design Schedule:

The scope of the basic design services is based on the following project phases and associated time duration:

- **Entitlements** (Based on Feedback from Suzanne Frick)
 - 4/1/24 – 6/1/23 - DR Pre Application (60-90 days)
 - 6/1/23 – 8/1/24 - DR Hearing (60-90 days)
 - 8/1/24 – 10/1/24 - City Council (60 days)
- *If possible we would like to work with the City & Suzanne to expedite these timelines**

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- **Construction Documents**
 - 10/1/24 – 11/12/24 - SD (1.5 months)
 - 11/13/24 – 1/22/25 - DD (2.5 months)
 - 1/23/25 – 4/17/25 - CD (3 months)
 - 3/20/25 – Submit Early Permit Package (Foundation / Concrete)
 - 4/18/25 – Submit Full Permit Package
 - **Permit Review** (Based on Permit Review times provided by Tracey Thomas with DBS)
 - **Early Permit**
 - 3/20/25 – 4/17/25 - City Review (4 week Estimate)
 - 4/24/25 – Pick Up Comments / resubmit
 - 5/22/25 – Early Permit Issuance
 - **Full Permit Issuance**
 - 4/18/25 – 5/16/25 – City Review (4 week estimate)
 - 5/23/25 – Pick Up Comments / resubmit
 - 6/20/25 – Full Permit Issuance
 - **Construction**
 - 5/23/25 – Start Construction
 - 9/23/26 – Construction Complete (16 month estimate)