



City of Ketchum

## PLANNING AND ZONING COMMISSION MEETING AGENDA MEMO

Meeting Date:

Staff Member/Dept:

Agenda Item:

Recommended Motion:

Reasons for Recommendation:

- City staff found a few errors in the previously approved September 9, 2025 Planning and Zoning Commission meeting minutes. These errors have been corrected for the record.

Attachments:

1. AMENDED Minutes 09.09.25\_Planning and Zoning Commission



**CITY OF KETCHUM, IDAHO  
MEETING MINUTES OF THE  
PLANNING AND ZONING COMMISSION**

Tuesday, September 9, 2025  
191 5th Street West, Ketchum, Idaho 83340

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**CALL TO ORDER:**

Chairman Neil Morrow called to order at 4:30 pm *(00.00.10 in video)*

**ROLL CALL:**

Neil Morrow  
Susan Passovoy  
Matthew McGraw  
Brenda Moczygemba  
Tim Carter

**ALSO PRESENT:**

Morgan Landers – Director of Planning and Building  
Abby Rivin – Senior Planner

**COMMUNICATIONS FROM COMMISSIONERS:** *(00.00.26 in video)*

1. Public Comments Submitted
2. Comment from Commissioner Susan Passovoy *(00.00.32 in video)*

**CONSENT AGENDA:** *(00.01.33 in video)*

3. Approval of the April 08, 2025 meeting minutes.
4. Approval of the April 22, 2025 meeting minutes.
5. Approval of the June 10, 2025 meeting minutes.
6. Approval of the August 26, 2025 meeting minutes.

**Motion to approve consent agenda at 4:32 p.m.**

**MOVER:** Susan Passovoy

**SECONDER:** Matthew McGraw

**AYES:** Susan Passovoy, Matthew McGraw, Brenda Moczygemba, Tim Carter, & Neil Morrow

**NAYS:**

**RESULT: UNANIMOUSLY ADOPTED**

**Public Hearing:** *(00.01.50 in video)*

7. Recommendation to review and approve the Knob Hill Residence Mountain Overlay Design Review and Lot Consolidation Subdivision Preliminary Plat with Waiver Request applications and direct staff to return with Findings of Fact (continued from August 26, 2025).
  - Staff Presentation – Abby Rivin, Senior Planner *(00.02.13 in video)*

- Applicant Presentation – Zac Rockett, Principal Architect, Ro Rockett Design (00.08.35 in video)
- Commissioner Questions (00.19.08 in video)
- Public Comment – Heidi Schernthanner (00.35.20 in video)
- Public Comment – Ed McDermott (00.36.30 in video)
- Public Comment – Perry Boyle (00.43.46 in video)
- Close Public Hearing (00.44.58 in video)
- Commissioner Deliberation (00.45.05 in video)

**Motion to approve Knob Hill Residence Mountain Overlay Design Review Application subject to conditions 1 through 12 and direct staff to return with draft findings at 5:40 pm:**

**MOVER:** Susan Passovoy

**SECONDER:** Brenda Moczygemba

**AYES:** Susan Passovoy, Matthew McGraw, Brenda Moczygemba, Tim Carter, & Neil Morrow

**NAYS:**

**RESULT: UNANIMOUSLY ADOPTED**

**Motion to approve Knob Hill Residence Lot Consolidation Subdivision Preliminary Plat Application and Waiver Requests to the City Council subject to conditions 1 through 3 and direct staff to return with draft findings at 5:40 pm:**

**MOVER:** Susan Passovoy

**SECONDER:** Brenda Moczygemba

**AYES:** Susan Passovoy, Matthew McGraw, Brenda Moczygemba, Tim Carter, & Neil Morrow

**NAYS:**

**RESULT: UNANIMOUSLY ADOPTED**

8. Recommendation to conduct a public hearing and provide feedback on the Warm Springs Townhomes Design Review Application (P24-063) located at 108 Ritchie Dr. (01.10.40 in video)

- Staff Presentation – Morgan Landers, Director of Planning and Building (01.11.00 in video)
- Applicant Presentation – Jason Ro, Principal Architect, Ro Rockett Design (01.26.40 in video)
- Commissioner Questions (01.39.55 in video)
- Public Comment – Perry Boyle (01.44.50 in video)
- Public Comment – Patricia Battersby (01.46.36 in video)
- Public Comment – Aimée Christensen (01.48.30 in video)
- Public Comment – Jeff Small (01.50.19 in video)
- Public Comment – Brad Matthews (01.53.12 in video)
- Public Comment – Jeff Oak (01.54.53 in video)
- Public Comment – Jeff Oak (01.54.53 in video)
- Close Public Hearing (01.58.30 in video)

- Applicant Responses – Jason Ro, Principal Architect, Ro Rockett Design (01.58.54 in video)
- Commissioner Deliberation (02.08.00 in video)

**Motion to continue to the 10/14/25 meeting with a request to see modifications consistent with commissioner comments at 7:11 pm:**

**MOVER:** Matthew McGraw

**SECONDER:** Tim Carter

**AYES:** Susan Passovoy, Matthew McGraw, Brenda Moczygemba, Tim Carter, & Neil Morrow

**NAYS:**

**RESULT: UNANIMOUSLY ADOPTED**

9. Recommendation to review and provide feedback on the Bitterroot Mixed-Use Pre-Application Design Review for the proposed redevelopment of the property located at 200 N Spruce Avenue. (02.41.45 in video)

- Staff Presentation – Abby Rivin, Senior Planner (02.42.00 in video)
- Applicant Presentation – Christian Thomas, Architect, Christian Thomas Studio (03.02.15 in video)
- Public Comment – Jennifer Case (03.30.20 in video)
- Public Comment – Aimée Christensen (03.37.32 in video)
- Public Comment – Linda Sisson (03.41.52 in video)
- Public Comment – Carole King Klein (03.44.00 in video)
- Public Comment – Perry Boyle (03.49.51 in video)
- Close Public Hearing (03.53.23 in video)
- Commissioner Deliberation (03.54.25 in video)

**Announcement:** (04.19.05 in video)

10. Announcement regarding PEG Mariott, Comprehensive Plan, Consolidated Land Development Code, and next Planning and Zoning Commission agenda from Morgan Landers, Director of planning and Building.

**ADJOURNMENT:** (04.21.05 in video)

**Motion to adjourn at 9:00 pm:**

**MOVER:** Neil Morrow

**SECONDER:** Matthew McGraw

**AYES:** Susan Passovoy, Matthew McGraw, Brenda Moczygemba, Tim Carter, & Neil Morrow

**NAYS:**

**RESULT: UNANIMOUSLY ADOPTED**

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Tim Carter – Chairman of P & Z Commission

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Morgan Landers – Director of Planning & Building