



**City of Ketchum  
Planning & Building**

IN RE:	)	
	)	
128 Saddle Road Townhomes	)	<b>KETCHUM PLANNING &amp; ZONING COMMISSION</b>
Design Review	)	<b>FINDINGS OF FACT, CONCLUSIONS OF LAW, AND</b>
Date: March 30, 2021	)	<b>DECISION</b>
	)	
File Number: 20-13	)	

PROJECT: 128 Saddle Road Townhomes

FILE NUMBERS: P21-013

APPLICATION: Design Review

REPRESENTATIVE: Richard Childress

OWNER: Bowry LLC

LOCATION: 128 Saddle Road (Kneeland Subdivision: Lot 2)

ZONING: Tourist (T) Zoning District

OVERLAY: None

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 March 3<sup>rd</sup>, 2021. The public hearing notice was published in the Idaho Mountain Express the on March 3<sup>rd</sup>, 2021. A notice was posted on the project site and the city's website on March 16<sup>th</sup>, 2021.

**FINDINGS OF FACT**

The 128 Saddle Road townhome development is a 4-unit detached townhome on a vacant lot to the east of the Kneeland building within the Tourist (T) Zoning District. The project site is a 1.282-acre undeveloped parcel with frontage on Saddle Road and flag -frontage along Valleywood Drive. Design Review (Application No. P21-013) is required for developing multi-family dwellings, including detached townhomes. The Townhouse Subdivision Preliminary Plat (Application P21-012) will subdivide the development into 4 townhouse sublots and common area. The Phased Development Agreement allows each townhome unit to be platted individually as each building receives its Certificate of Occupancy.

Table 1: City Department Findings

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.

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"> <li>It is the General Contractor's responsibility to understand and adhere to all Fire Protection Ordinance #1125 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.</li> <li>The above project shall meet all 2018 International Fire Code requirements in addition to specific City Building and Fire Ordinances.</li> <li>An approved fire detection system shall be installed per City of Ketchum Ordinance #1125 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.</li> <li>An approved key box shall be installed on each unit, with the appropriate keys, for emergency fire department 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 unit.</li> <li>An approved access roadway per 2012 International Fire Code Appendix D (<a href="http://www.ketchumfire.org">www.ketchumfire.org</a>) 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.</li> <li>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.</li> <li>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.</li> </ul> <p><u>Addressing for the project shall be the following:</u> Unit #1 shall be 116 Valleywood Drive</p>

Unit #2 shall be 118 Valleywood Drive

Unit #3 shall be 123 Valleywood Drive

Unit #4 shall be 120 Valleywood Drive

- Fire extinguishers shall be installed and maintained per 2012 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 single-family residence will 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.
- This project shall comply with the City of Ketchum Fire Protection 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 mess 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.
- Spark arresters are required on all solid fuel burning appliance chimneys to reduce potential fires from burning embers.
- 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](http://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](http://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:**

- 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). The existing deficiencies in the Valleywood right-of-way related to Valleywood's drainage can be addressed during the building permit review process, but the site's own drainage must be retained on site. The catch basin in the Valleywood ROW noted as existing on the plans can not be used for the site's drainage.
- 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 applicant shall submit a drainage and geotechnical report with the building permit application for review by the City Engineer and the Streets Department.
- The plans for the ROW improvements must be prepared by a professional engineer licensed in Idaho (KMC §12.04.020).
- 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 applicant will be responsible for installing connections to the water and sewer system.
- The private water main and service lines must be indicated on the Townhouse Subdivision preliminary plat.
- If meter vaults are required, then curb stops shall be installed to the City’s specifications.
- The phased development agreement notes two connections—one connection at Valleywood Drive and one at Saddle Road. Both connections must be shown on the project plans.
- The blow out hydrant shall be a frost-free hydrant with an associated drain field.
- Drywells must have proper separation from potable water lines.
- All plans must have DEQ approval prior to issuance of a building permit for the project.
- The applicant must purchase a common area water meter and vault in addition to the connection fees.
- The owner shall be responsible for any driveway repair and/or maintenance to the snowmelt system and paver that result from the city maintenance and repair of the public sewer lines.
- 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:

- 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.

Table 2: Zoning and Dimensional Standards Findings

Zoning and Dimensional Standards Findings				
Compliant			Standards and Commission Findings	
Yes	No	N/A	Guideline	City Standards and Commission Findings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	Minimum Lot Area
			Commission Findings	Required Minimum Lot Area: 8,000 square feet minimum

				<p><b>Required Minimum Townhouse Sublot Area:</b> equal to the of the perimeter of the townhouse unit</p> <p><b>Proposed:</b> Lot 2 of Kneeland Subdivision has a total area of 55,843 square feet (1.282 acres). As noted on the preliminary plat, the townhouse sublots contain each townhome's building footprint, roof overhangs, patios, and garages.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	<p><b>Minimum Open Space</b></p> <p><b>Required:</b> 35%(Footnote 5: 5% open site area may be used for private decks or patios and walkways subject to Design Review approval)</p> <p><b>Proposed:</b> 25,508 square feet of open space is provided on site, which is 46% of the project site (Sheet A0.00)</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.124.040	<p><b>Floor Area Ratios and Community Housing</b></p> <p><b>Commission Findings</b></p> <p><b>Floor Area Ratio Permitted in Tourist (T) Zoning District</b>  FAR Permitted in T Zone: 0.5  FAR Permitted with Inclusionary Housing Incentive: 1.6</p> <p><b>Proposed Floor Area Ratio</b>  Total Gross Floor Area: 16,704 gross square feet  Floor Area Ratio: 0.30 (16,704 gross square feet/55,843 square feet lot area)</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	<p><b>Minimum Building Setbacks</b></p> <p><b>Commission Findings</b></p> <p><b>Required:</b>  Footnote 1: If the lot adjoins a more restrictive district on the side or rear, the more restrictive setbacks of that district shall apply. The east interior side property line is adjacent to the General Residential Low Density (GR-L) Zoning District.</p> <p>Front: 15 feet  Side (east): 1 foot for every 3 feet in building height or 5 feet minimum  Side (west): 1 foot for every 3 feet in building height, but no less than 5 feet and no less than 10 feet for one-family dwellings  Rear: 1 foot for every 3 feet in building height, but no less than 10 feet and no less than 15 feet for one-family dwellings</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><b>Proposed:</b>  The site plan is provided on Sheet A0.01 of the project plans.  Front (South/Saddle Road): 15 feet  Side (East/Interior): 14 feet-8 inches  Side (West/Interior and Valleywod Drive Flag): 11 feet-3 inches  Rear (North/Interior): 19 feet-1 inch</p> <p>Unit 1's roof overhangs extend into the setback area 3 feet, which is the maximum permitted by KMC §17.128.020.A.</p> <p>Unit 3's at-grade patios, retaining walls, and overhangs extend into the required 11'-3" side setback area. Unit 2's at-grade patios, retaining walls, and overhangs extend into the required 11'-3" side yard setback area and required 15' front yard setback area. The project plans submitted with the building permit application must include dimensions for all encroachments within the setback area.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	<p><b>Building Height</b></p>
			Commission Findings	<p><b>Maximum Permitted:</b> 35 feet  <b>Proposed:</b> All townhome units are less than 34 feet in height.  Unit 1: 33'-9" from lowest grade (finished) to highest point of roof  Unit 3: 32'-5" from lowest grade (finished) to highest point of roof</p> <p>Unit 2: 33'-6" from finished grade to the highest point of the roof  Sheet A2.40 indicates unit 4's height is 33'-6" from finished grade to the highest point of the roof. Sections 2, 3, and 4 indicate that existing grade is lower than the finished grade adjacent to townhome unit 4. The project plans submitted with the building permit application must include the maximum height dimension as measured from lowest existing grade.</p> <p>Unit 4: 33'-3" from finished grade to the highest point of the roof  Sheet A4.40 indicates unit 4's height is 33'-3" from finished grade to the highest point of the roof. Section 3 indicates that existing grade is lower than the finished grade surrounding townhome unit 4. The project plans submitted with the building permit application must include the maximum height dimension as measured from lowest existing grade.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125.030H	<p><b>Curb Cut</b></p>
			Commission Findings	<p><b>Required:</b>  A total of 35% of the linear footage of any street frontage can be devoted to access to off street parking.</p> <p><b>Proposed:</b> The private driveway access off Valleywood Drive is 20 feet wide. 29% (20-foot curb cut/70 linear feet along Valleywood Drive) of the property's street frontage along Valleywood Drive is used for the private driveway access to the townhome development.</p>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.040</b>	<b>Parking Spaces</b>
			<b>Commission Findings</b>	<p>Off-street parking standards apply to any new development and to any new established uses.</p> <p><b>Required:</b> Multiple-Family Residential Dwelling Units in the T Zone Units 2,001 square feet and above: 2 parking spaces</p> <p><b>Proposed:</b> All townhome units exceed 2,001 square feet. Each townhome unit has its own attached 2-car garage.</p>

**Table 3: Design Review Standards Findings**

Design Review Improvements and Standards (KMC §17.96.060)				
Yes	No	N/A	City Code	City Standards and Commission Findings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.A1 Streets</b>	<b>The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.</b>
			<b>Commission Findings</b>	The 4-unit townhome development will be accessed from one 20-foot wide driveway along Valleywood Drive. The asphalt driveway extends to a shared paver driveway that serves each of the four townhome units. Private driveways may access no more than 4 dwelling units pursuant to Ketchum Municipal Code §12.04.030.L9a.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.A2 Streets</b>	<b>All street designs shall be approved by the City Engineer.</b>
			<b>Commission Findings</b>	The project site has street frontage along Valleywood Drive and Saddle Road. Valleywood Drive right-of-way improvements are indicated on Sheet C1.0 of the project plans. These improvements include portions of new asphalt roadway. Drainage improvements include the installation of a new drywell and catch basin.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.B1 Sidewalks</b>	<b>All projects under 17.96.010(A) that qualify as a “Substantial Improvement” shall install sidewalks as required by the Public Works Department.</b>
			<b>Commission Findings</b>	The project qualifies as a substantial improvement and the developer is required to install sidewalks to city right-of-way standards. As indicated on Sheet C1.0 of the project plans, the applicant will install an 8-foot-wide sidewalk along Valleywood Drive. As indicated on Sheet C1.1, the applicant will improve the bike path along the property’s Saddle Road frontage. These improvements include widening the bike path to 14 feet. These improvements will extend west along the Kneeland Condominiums’ frontage. The city will pay for this bike path improvement extension, but the bike path improvements shall be installed concurrently by the same contractor.

				<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.</p> <p>See Table 1 for comments and conditions from the City Engineer &amp; Streets Department.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.B2 Sidewalks</b>	<b>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.</b>
			<b>Commission Findings</b>	<p>The sidewalk along Valleywood Drive is 8 feet wide. The existing bike path along Saddle Road will be widened to 14 feet.</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 &amp; Streets Department.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060.B3 Sidewalks</b>	<p><b>Sidewalks may be waived if one of the following criteria is met:</b></p> <ul style="list-style-type: none"> <li>a. The project comprises an addition of less than 250 square feet of conditioned space.</li> <li>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.</li> </ul>
			<b>Commission Findings</b>	The developer is required to install sidewalks for the townhome development.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.B4 Sidewalks</b>	<b>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.</b>
			<b>Commission Findings</b>	<p>As indicated on Sheet C1.0 of the project plans, the applicant will install an 8-foot wide sidewalk along Valleywood Drive. As indicated on Sheet C1.1, the applicant will improve the bike path along the property's Saddle Road frontage. These improvements include widening the bike path to 14 feet. These improvements will extend west along the Kneeland Condominiums' frontage. The city will pay for this bike path improvement extension, but the bike path improvements shall be installed concurrently by the same contractor.</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. Table 2 lists</p>



				comments from the City Engineer & Streets Department regarding the project.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.B5 Sidewalks	<b>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.</b>
			Commission Findings	As indicated on Sheet C1.1, the applicant will improve the bike path along the property's Saddle Road frontage. These improvements include widening the bike path to 14 feet. These improvements will extend west along the Kneeland Condominiums' frontage.  The sidewalk along Valleywood Drive will enhance the pedestrian network within the neighborhood linking to sidewalks across the street bordering the Thunder Spring Residences. New sidewalks along Valleywood Drive will be required to be installed for any future substantial improvement proposed at the Kneeland Condominiums property.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.B6 Sidewalks	<b>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.</b>
			Commission Findings	N/A. Staff does not recommend a voluntary cash contribution in-lieu of improvements for this project.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.C1 Drainage	<b>All storm water shall be retained on site.</b>
			Commission Findings	The drainage system must keep all storm water within the project site. Storm water is prohibited from draining onto the Valleywood Drive or Saddle Road rights-of-way. All drainage improvements must meet city standards. Drainage improvements are indicated on Sheet C1.0, C1.1, C1.2, L1, and L2 of the project plans. Proposed drainage improvements include a system of drywells, catch basins, and storm drain pipes.  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. Additionally, the applicant shall submit a drainage and geotechnical report. See Table 1 for City Department comments including City Engineer and Streets Department 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 are required to 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 2 for review comments and conditions from the City Engineer & Streets Department.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.C3 Drainage	<b>The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.</b>
			Commission Findings	The application will be required to install drainage improvements on the Valleywood Drive right-of-way 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.C.4 Drainage	<b>Drainage facilities shall be constructed per City standards.</b>
			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	<b>All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.</b>
			Commission Findings	All utilities necessary must be improved and installed at the sole expense of the applicant. Final plans will be reviewed and approved by the Utilities Department prior to issuance of a building permit for the project. See Table 1 for review comments and conditions from the Utilities Department.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.D2 Utilities	<b>Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.</b>
			Commission Findings	All utilities within the development site shall be underground and concealed from public view. The Idaho Power transformer requires screening beyond the shrub massing shown on the landscape plan. Sufficient screening may include substantial landscaping alive year-round or permanent improvements like site walls or ornamental fencing.

<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 the location of a fiber line to serve the project.
<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	<p>The surrounding neighborhood and adjacent structures contain a variety of colors, including grey, beige, and sienna. Exterior materials include painted wood, stucco, and stone veneer.</p> <p>The site is adjacent to: (a) the Kneeland Condominiums to the west, a commercial office building, which is clad in sand-color stucco and cobble stone veneer, (b) the Saddle View Condominiums to the north-four-plex dwellings comprised of wood painted dark gray, and (c) the College View and Saddlelight Condominiums to the east, which are light grey wood-clad buildings. The neighboring residential buildings are two-stories. The Kneeland office building is comprised of two distinct two-story masses and a one-story mass.</p> <p>Development to the south of the property across Saddle Road includes single-family residences and Big Wood Condominiums #3. The homes and condos are setback from Saddle Road and buffered by sufficient screening, including landscaping and a berm.</p> <p>All four townhomes share the same color palette, which consists of warm-hued dark brown and dark grey. The material pallet consists of charred/stained cedar (warm, dark brown color), Manchurian rust pitched stone, Manchurian rust honed stone (dark grey), and dark grey metal cladding, standing seam roofing, and fascia.</p>
<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 and the 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	<b>Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.</b>
			Commission Findings	The front door of each townhome unit is framed by columns of board formed concrete tile and projecting canopy elements. The front door to each townhome unit connects to heated, paver walkways that lead to the shared motor court and driveway. The shared driveway will extend to the new driveway along Valleywood Drive.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F2 Architectural	<b>The building character shall be clearly defined by use of architectural features.</b>
			Commission Findings	The modern townhomes are defined by shed roof overhangs and projecting upper-level balconies. The front façade of each townhome units orients towards Saddle Road to take advantage of the Baldy views. The front façades are defined by large rectangular windows and upper-level balconies with glass railings. The shed roof elements at varying heights provide visual relief dividing the building into distinct rectangular masses. The second-level balconies project prominently over the at-grade patios. These balcony projections are supported by columns comprised of board from concrete tile.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F3 Architectural	<b>There shall be continuity of materials, colors and signing within the project.</b>
			Commission Findings	The same colors and materials are used for each detached townhome unit throughout the project. Exterior materials include board formed concrete tile, wood siding, dark gray fiber cement panels, and dark gray metal fascia.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F4 Architectural	<b>Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.</b>
			Commission Findings	The project does not propose any accessory structures. The landscape plan includes 4-foot-tall block retaining walls framing the at-grade patios and bordering portions of the rear and east side property lines. Landscaping includes evergreen trees, deciduous shade trees, shrub massing, ornamental grasses, and perennials. The evergreen trees will soften the mass of the rectangular-shaped buildings. The landscaping buffers the townhome development from Saddle Road. Landscaping borders the development's private driveway.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F5 Architectural	<b>Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.</b>
			Commission Findings	The townhomes are defined by the front façade's tall down-slope walls comprised of large rectangular windows. Horizontal and vertical wall setbacks and offsets break the building into smaller discrete masses. These discrete masses are further defined by the shed roof forms at varying heights. Material differentiation further defines each façade providing visual interest. Each facade includes horizontally or vertically placed wood siding, rectangular fiber cement panels, and windows
			17.96.060.F6	<b>Building(s) shall orient towards their primary street frontage.</b>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Architectural	
			Commission Findings	Each townhome unit orients towards Saddle Road. The front façade design is characterized by tall down-slope walls comprised of large rectangular windows and projecting upper-level balconies.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F7 Architectural	<b>Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.</b>
			Commission Findings	The garbage storage areas shall be screened from public view. The applicant has submitted a letter from Clear Creek Disposal regarding serving the new townhome development. Special services are required because the townhomes are accessed off a private driveway. The letter indicates that Clear Creek will serve the address with the developer's assurance that the entire width of the driveway will be properly plowed and sanded.  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	<b>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.</b>
			Commission Findings	Enhancing weather protection, the shed roof's pitch will prevent water from dripping or snow from sliding from the building. Roof overhangs and projecting balconies will cover the at-grade patios and front doorways.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.G1 Circulation Design	<b>Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.</b>
			Commission Findings	The front entrance to each townhome unit connects to a heated paver walkway that connects to the shared motor court and driveway. The driveway extends to the new sidewalk along Valleywood Drive.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.G2	<b>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.</b>
			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	<b>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.</b>
			Commission Findings	The townhome development will be accessed from Valleywood Drive. Traffic is anticipated to 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 access.
☒	☐	☐	17.96.060.G4 Circulation Design	<b>Curb 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.</b>
			Commission Findings	The project site is located over 200 feet from Valleywood Drive's intersection with Saddle Road to the south and over 50 feet from Valleywood Drive's intersection with Raven Road.  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 parking access.
☒	☐	☐	17.96.060.G5 Circulation Design	<b>Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.</b>
			Commission Findings	The four townhome units are accessed from a shared private driveway. The private driveway is accessed along Valleywood Drive. The 20-foot-wide asphalt driveway transitions to a shared paver motor court. A turnaround is included in the driveway design to accommodate the fire apparatus turnaround. The shared private drive extends to driveways leading to each townhome garage. The snow-melted interior circulation system provides unobstructed access for emergency vehicles, snowplows, and garbage trucks.
☒	☐	☐	17.96.060.H1 Snow Storage	<b>Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.</b>
			Commission Findings	The snow storage plan includes both on-site snow storage areas and a snowmelt system as permitted by KMC §17.96.060.H4. The total area of unheated circulation is 5,605 square feet. 3,060 square feet of the site is allocated for snow storage, which is 54% of the paved circulation area.
☒	☐	☐	17.96.060.H2 Snow Storage	<b>Snow storage areas shall be provided on-site.</b>
			Commission Findings	3,060 square feet of the site is allocated for snow storage, which is 54% of the paved circulation area.
☒	☐	☐	17.96.060.H3 Snow Storage	<b>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.</b>
			Commission Findings	The snow storage areas meet these dimensional requirements.
☒	☐	☐	17.96.060.H4 Snow Storage	<b>In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.</b>
			Commission Findings	The snow storage plan includes both on-site snow storage areas and a snowmelt system as permitted by KMC §17.96.060.H4. The total area

				of unheated circulation is 5,605 square feet. 3,060 square feet of the site is allocated for snow storage, which is 54% of the paved circulation area.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I1 Landscaping</b>	<b>Landscaping is required for all projects.</b>
			<b>Commission Findings</b>	The landscape plan is indicated on Sheet L2 of the project plans. Landscaping includes evergreen trees, deciduous shade trees, shrub massing, ornamental grasses, and perennials.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I2 Landscaping</b>	<b>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.</b>
			<b>Commission Findings</b>	The landscape materials and vegetation types shall be readily adaptable to the site's microclimate, soil conditions, orientation, and aspect. The City Arborist reviewed the project plans and indicated that all the proposed species are readily available in the Wood River Valley and are appropriate for the site and proposed townhome development. The proposed landscaping will soften the townhome units' rectangular mass. The trees, shrubs, and grasses provide relief from the building walls and screens the townhome development from the street and adjacent residential developments.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I3 Landscaping</b>	<b>All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.</b>
			<b>Commission Findings</b>	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"/>	<b>17.96.060.I4 Landscaping</b>	<b>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.</b>
			<b>Commission Findings</b>	The landscaping provides a sufficient buffer along Saddle Road and the property line shared with the Kneedland office building. The buffer provides adequate screening without including a quantity of vegetation that would lead to crowding and subsequent issues in the future. Additionally, the landscaping is considerate of the adjacent residential development's view corridors (i.e. lower growing vegetation planted along the eastern property line).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.J1 Public Amenities</b>	<b>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.</b>
			<b>Commission Findings</b>	Sidewalks are required for this project. As sidewalks are required pedestrian amenities shall be installed. While the site has frontage along both Valleywood Drive and Saddle Road, the property is constrained by its shape and topography. The developer will work

				with the Planning Department, City Engineer, and Streets Department regarding the installation of the required pedestrian amenity.
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### 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 128 Saddle Road 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 this Tuesday, March 23<sup>rd</sup>, 2021 subject to the following conditions of approval.

### CONDITIONS OF APPROVAL

1. Landscaping improvements are prohibited from encroaching within the 10-foot-wide non-motorized, public use easement for the bike path bordering the front property line along Saddle Road.
2. All drainage shall be retained on site as required by Ketchum Municipal Code §17.96.060.C.1. Storm water is prohibited from draining onto adjacent properties or the Valleywood Drive or Saddle Road rights-of-way.



3. This Design Review approval is subject to all comments and conditions as described in Tables 2, 3, and 4.
4. 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 and Zoning Commission or Administrator. Any building or site discrepancies which do not conform to the approved plans will be subject to removal.
5. All governing ordinances, requirements, and regulations of the Fire Department (2012 International Fire Code and local Fire Protection Ordinance No.1125), Building Department (2012 International Building Code, the 2012 International Residential Code, and Title 15 of Ketchum Municipal Code), Utilities Department, Street Department (Title 12 of Ketchum Municipal Code), and the City Engineer shall be met prior to Certificate of Occupancy.
6. The applicant shall submit final civil drawings prepared by an engineer registered in the State of Idaho to include specification for the ROW, utilities, and drainage improvements to be reviewed and approved by the City Engineer, Streets, and Utilities departments prior to issuance of a Building Permit for the project.
7. 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 (KMC §17.96.090).
8. All Design Review elements shall be completed prior to issuance of a Certificate of Occupancy for the building.
9. All exterior lighting on the property shall be in compliance 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 building.
10. The project shall comply with the requirements of §17.124.040 Development Standards as adopted on the date a Building Permit is submitted for the project.
11. Prior to issuance of a Building Permit for the project, the applicant shall submit a construction management plans, which addresses each of the standards as set forth in Ketchum Municipal Code, Chapter 15.06 Construction Activity Standards.
12. 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 30<sup>th</sup> day of March 2021.

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Neil Morrow, Chair  
City of Ketchum  
Planning and Zoning Commission