



**City of Ketchum  
Planning & Building**

IN RE:	)	
	)	
Decked Building Addition	)	<b>KETCHUM PLANNING AND ZONING COMMISSION</b>
Design Review	)	<b>FINDINGS OF FACT, CONCLUSIONS OF LAW, AND</b>
Date: January 12, 2020	)	<b>DECISION</b>
	)	
File Number: P20-027	)	

**FINDINGS REGARDING APPLICATION FILED**

**PROJECT:** Decked Building Addition

**FILE NUMBER:** P20-078

**APPLICATION TYPE:** Design Review

**REPRESENTATIVE:** C. Michael Barker, Architect

**OWNER:** 345 Lewis LLC

**REQUEST:** Design Review for a proposed 1,825-square-foot, 25-foot tall addition to the Decked Building

**LOCATION:** 345 Lewis Street (Northgate Subdivision: Block 1: Lot 15)

**ZONING:** Light Industrial District Number 2 (LI-2)

**OVERLAY:** None

**NOTICE:** A public hearing notice for the project was mailed to all property owners within 300 ft of the development site on September 23, 2020. The public hearing notice was published in the Idaho Mountain Express on September 23, 2020. A public hearing notice was posted on the project site on October 6, 2020. The public hearing for this application was continued from the October 13<sup>th</sup> Planning & Zoning Commission Meeting.

**FINDINGS REGARDING DECKED BUILDING ADDITION**

The Decked Building is located at 345 Lewis Street (Northgate Subdivision: Block 1: Lot 15) within the Light Industrial District Number 2 (LI-2) Zone. The addition extends from the existing building's north side 19 feet to the north. The two-story addition is 1,825 square feet and 25 feet tall.

The Planning & Zoning Commission previously considered this Pre-Application Design Review during their meeting on October 13<sup>th</sup>. The Commission moved to continue review of the Decked Building Addition Design Review and directed the applicant to submit a landscape plan, an updated drainage plan, and more thorough drawings highlighting the project's compliance with dimensional standards in the LI-2 Zone and the building's compatibility with the neighborhood. The applicant submitted project plans modifications that included new landscaping and drainage details. The Planning & Zoning Commission reviewed the updated project plans for the Decked Building Addition project on December 15<sup>th</sup>, 2020 and unanimously approved the Design Review application.

#### Decked Building Addition

The existing building was originally constructed in 1990. Decked moved into the building in 2017 and this location is now their corporate headquarters. Decked manufactures truck storage compartments. Their business operations qualify as industrial design, which is a permitted use in the LI-2 Zone:

*INDUSTRIAL DESIGN: The professional service of creating and developing concepts and specifications that optimize the function, value and aesthetics of products and systems for the mutual benefit of both user and manufacturer, often employing design thinking strategies. Typically, industrial design is intended to result in tangible goods that can be mass produced. Industrial design businesses may include on-site prototyping, fabrication, and manufacturing.* (Ketchum Municipal Code 17.08.020).

#### Light Industrial Neighborhood Context

Light industrial buildings border the property to the east, north, and south along Lewis Street and Northwood Way. The addition project's materials, colors, and signing complement neighboring buildings in the light industrial area. The proposed 25-foot tall addition extends 19 feet north to the interior side property line shared with the Roth Building Condominiums located at 401 Lewis Street. The addition project complies with the dimensional standards required in the LI-2 Zone—buildings in the light industrial area may be built all the way up to interior side property lines and the maximum allowable building height is 35 feet. The proposed addition's parapet wall will extend 3'-3" above an existing second-floor deck located on the southside of the Roth Building.

A large City-owned parcel borders the back of Northgate Subdivision. Existing development on this parcel includes the YMCA, the Northwood Place Apartments, and the Ketchum's new fire station, which is currently under construction. When the Northgate Subdivision was created in 1989, this City-owned parcel was zoned General Residential Low Density (GR-L). In 2005, the parcel was rezoned to Tourist. The 1989 Northgate Subdivision includes a plat note reflecting the prior residential zoning, which required a 15-foot rear setback with a landscaped yard. As the neighboring property was rezoned to Tourist, the more restrictive residential rear setback (KMC §17.12.050) and landscaped yard requirements (KMC §17.124.100) no longer apply. A 5-foot concrete wall was built in the 1990s to buffer these industrial zoned properties from the neighborhood to the west. Additionally, Northwood's carport wall borders the subject property's rear property line providing more screening from the light industrial area.

City Department Comments, LI-2 Zoning District Requirements, and Design Review Standards

Staff analysis of the application is provided in the following Tables 1-3 including City Department comments, Light Industrial District Number 2 (LI-2) Zoning District requirements, Design Review standards, and other provisions of Ketchum Municipal Code.

**TABLE 1: FINDINGS REGARDING CITY DEPARTMENT COMMENTS**

*Note: City Department comments are preliminary and based on the project concept as proposed with the subject Design Review application. 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 improvements shall be reviewed and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project. 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.*

City Department Comments
<p><b>Fire Department:</b></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 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances.</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><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>• An approved fire detection system shall be installed per City of Ketchum Ordinance #1125 (<a href="http://www.ketchumfire.org">www.ketchumfire.org</a>) and the requirements of NFPA 72. Two (2) 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>• Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building. (Five (5) 5 lbs. fire extinguishers shall be required for this project).</li><li>• The appropriate keys, for emergency fire department access, shall be provided and installed in the existing Knox box.</li><li>• The existing required monitored alarm system shall be modified to meet the current requirements of NFPA 72 and Ketchum Ordinance #1125.</li><li>• Final inspections of all fire department 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 <a href="http://www.ketchumfire.org">www.ketchumfire.org</a>.</li></ul>

<ul style="list-style-type: none"> <li>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.</li> </ul>
<b>City Engineer &amp; Streets Department:</b> <ul style="list-style-type: none"> <li>All drainage shall be retained on site including water from any roof drains (KMC §17.96.060.C.1).</li> <li>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.</li> <li>The Building Permit plans and construction drawings shall meet all applicable sections of Chapter 12 of Ketchum Municipal Code.</li> <li>Sidewalk snow removal is the responsibility of the property owner.</li> <li>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").</li> <li>Final civil drawings for the project 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.</li> </ul>
<b>Utilities:</b> <ul style="list-style-type: none"> <li>Requirements and specifications for the water and sewer connections will be verified, reviewed, and approved by the Utilities Department prior to issuance of a Building Permit for the project.</li> </ul>
<b>Building:</b> <ul style="list-style-type: none"> <li>The building must meet the 2012 International Building Code and Title 15 Buildings and Construction of Ketchum Municipal Code.</li> <li>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.</li> </ul>
<b>Planning and Zoning:</b> Comments are denoted throughout Tables 1, 2, and 3

**TABLE 2: FINDINGS REGARDING ZONING AND DIMENSIONAL STANDARDS**

Compliance with Zoning and Dimensional Standards				
Compliant			Standards and P&Z Commission Findings	
Yes	No	N/A	Ketchum Municipal Code Standard	City Standards and P&Z Commission Findings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.050	<b>Minimum Lot Area</b>
			P&Z Commission Findings	<b>Required:</b> 8,000 square feet minimum <b>Existing:</b> Lot 15 has a total area of 10,726 square feet sq ft (0.23 acres)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.050	<b>Building Coverage</b>
			P&Z Commission Findings	<b>Permitted:</b> 75% <b>Proposed:</b> Existing Decked Building: 2,305 square feet building coverage Addition: 1,051 square feet building coverage

				Proposed Total Building Coverage: 32% (3,356 square feet building coverage/10,726 square feet lot area)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.050</b>	<b>Minimum Building Setbacks</b>
			<b>P&amp;Z Commission Findings</b>	<b>Minimum Required Setbacks:</b> Front: 20' Side: 0' for internal side yards Rear: 0'  <b>Proposed:</b> Front (Lewis Street/east): 43' Side (interior/north): 0' Side interior/side): 10' Rear (west): 10'
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.050</b>	<b>Building Height</b>
			<b>P&amp;Z Commission Findings</b>	<b>Maximum Building Height Permitted:</b> 35' <b>Non-habitable Structures Located on Building Rooftops:</b> 6 ft above roof surface height <b>Parapets and Rooftop Walls Screening/Enclosing Mechanical Equipment:</b> 4 ft above roof surface height <b>Rooftop Solar and Mechanical Equipment Above Roof Surface:</b> 5 ft above roof surface height  <b>Proposed:</b> Existing Decked Building Height: 24 feet Proposed Addition Building Height Top of Roof: 24 feet Proposed Addition Building Height Top of Parapet: 25 feet  The project plans do not indicate rooftop mechanical equipment or non-habitable structures. Roof and ground mounted mechanical and electrical equipment shall be fully screened from public view. Screening shall be compatible with the overall building design (Ketchum Municipal Code §17.96.070.C2).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125. 030.H</b>	<b>Curb Cut</b>
			<b>P&amp;Z Commission Findings</b>	<b>Maximum Permitted:</b> A total of 35% of the linear footage of any street frontage can be devoted to access off street parking.  <b>Proposed:</b> No changes are proposed to the access from Lewis Street. The property has 88 feet of frontage along Lewis Street. Two 13-foot wide driveways access the development along Lewis Street at the north and south corners of the property. 30% (26-feet of rolled curb/88 linear feet along Lewis Street) of the property's street frontage along Lewis Street is used to access the Decked Building.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.020.A1 &amp; 17.125.040.B</b>	<b>Parking Spaces</b>

			<b>P&amp;Z Commission Findings</b>	<p><b>Required:</b> Pursuant to KMC §17.125.020.A2, off-street parking requirements apply to any existing structure or use that is expanded or enlarged. Additional off-street parking spaces shall be required only to serve the enlarged or expanded area, not the entire building or use.</p> <p><u>Light Industrial Districts Parking Requirements</u> Wholesale, Manufacturing, Industrial Laundry, Hybrid Production Facility, and all other permitted uses: 1 parking space per 1,000 gross square feet</p> <p><u>Decked Addition Parking Requirements</u> Existing Decked Building: 4,071 gross square feet: 4 parking spaces required Proposed Addition: 1,825 gross square feet: 2 parking spaces required Total Required: 6 parking spaces</p> <p><b>Proposed:</b> 8 parking spaces are designated within the surface parking lot.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.040.D</b>  <b>P&amp;Z Commission Findings</b>	<p><b>Off Street Vehicle Loading Area</b></p> <p><b>Required:</b> In the LI-1, LI-2, and LI-3 Districts, off street loading areas shall be required as an accessory use for new construction or additions involving an increase in gross floor area as follows: 1. Number Of Spaces: a. One off street loading space is required for gross floor area in excess of two thousand (2,000) square feet. b. No loading space shall occupy any part of a public street, alley, driveway, or sidewalk. Where practicable to do so, an alley may be used in lieu of the requirement for off street loading space(s) if permission is granted by the Administrator. 2. Dimensions: An off-street loading space shall be a minimum of one hundred eighty (180) square feet with no length of the space being less than ten feet (10').</p> <p><b>Proposed:</b> The site plan indicates 1 loading area in front of the proposed addition. The associated dimensions of the loading area have not been indicated on the project plans. The loading space shall be a minimum of 180 square feet with no length of the space being less than 10 feet. The project plans submitted with the Building Permit application shall specify the dimensions of the loading space to ensure compliance with Ketchum Municipal Code §17.125.040.D.</p>

TABLE 3: FINDINGS REGARDING DESIGN REVIEW STANDARDS

Design Review Requirements				
IMPROVEMENTS AND STANDARDS: 17.96.060				
Yes	No	N/A	City Code	City Standards and P&Z Commission Findings
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.A1 Streets	<b>The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.</b>
			P&Z Commission Findings	The existing Decked Building development is accessed off Lewis Street.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.A2 Streets	<b>All street designs shall be approved by the City Engineer.</b>
			P&Z Commission Findings	No changes are proposed to Lewis Street or the existing driveway accesses.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.B1	<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>
			P&Z Commission Findings	<p>Ketchum Municipal Code §17.08.020 defines substantial improvement as any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure over a 3 year time frame either: (1) before the improvement or repair is started, or (2) if the structure has been damaged and is being restored, before the damage occurred.</p> <p>The applicant has indicated that the proposed addition project will not qualify as a substantial improvement. The Decked Building was built in 1990. The last improvement was constructed 4 years ago in 2016. According to the Blaine County Assessor’s Office, the market value of the commercial structure is \$448,167.</p> <p>Staff will confirm that the project does not qualify as substantial improvement prior to issuance of a Building Permit for the project. The applicant shall submit the estimated cost of construction with the Building Permit application. This estimated cost of construction shall include the total value of the work, including materials and labor. The Building Official may require documentation of the valuation as necessary to ensure correct valuation of the project. If the estimated cost of construction exceeds 50% of the market value of the structure, then the developer shall install sidewalks to the City’s right-of-way standards.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060B2c	<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>
			P&Z Commission Findings	See analysis for Ketchum Municipal Code §17.96.060.B1. The developer is not required to install sidewalks as the project does not qualify as a substantial improvement. An existing 5-foot sidewalk borders the property along Lewis Street. The Lewis Street right-of-way is 80 feet wide. The City right-of-way standard for 80-foot wide streets includes an 8-foot sidewalk.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.B3	<b>Sidewalks may be waived if one of the following criteria is met:</b> <ol style="list-style-type: none"> <li><b>The project comprises an addition of less than 250 square feet of conditioned space.</b></li> </ol>

				<p><b>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.</b></p>
			P&Z Commission Findings	N/A. Sidewalks are not required to be installed as the project does not qualify as a substantial improvement.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.B4	<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>
			P&Z Commission Findings	N/A. The developer is not required to install sidewalks as the project does not qualify as a substantial improvement. The existing 5-foot sidewalk extends the full length of the front property line along Lewis Street.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.B5	<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>
			P&Z Commission Findings	N/A. The developer is not required to install sidewalks as the project does not qualify as a substantial improvement. The existing sidewalk connects to the 5-foot sidewalk along Lewis Street.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.B6	<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>
			P&Z 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	<b>All storm water shall be retained on site.</b>
			P&Z Commission Findings	<p>All storm water shall be retained on site including water from roof drains. The applicant has indicated that existing drainage will be retained. The site plan indicates the installation of a new drywell to capture roof drainage.</p> <p>Prior to issuance of a Building Permit for the project, the City Engineer and Streets Department shall determine if the proposed drainage plan is sufficient. Drainage improvements shall be indicated on civil drawings stamped by an Idaho-licensed engineer for final review and approval by the City Engineer and Streets Department. See Table 1 for City Department comments including City Engineer and Streets Department conditions.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.C2	<b>Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.</b>
			P&Z Commission Findings	See above P&Z Commission Findings for Ketchum Municipal Code §17.96.060(C)(1). All drainage improvements are required to meet City standards. Prior to issuance of a Building Permit for the project, the City Engineer and Streets Department shall determine if additional drainage



				improvements are necessary. All drainage improvements shall be indicated on civil plans stamped by an Idaho licensed engineer and require review approval from the City Engineer & Streets Department prior to issuance of a Building Permit for the project.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.C.3</b>	<b>The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.</b>
			<b>P&amp;Z Commission Findings</b>	Prior to issuance of a Building Permit for the project, the City Engineer and Streets Department shall determine if additional drainage improvements are necessary. If additional drainage improvements are required, then the drainage improvements shall be indicated on civil drawings stamped by an Idaho-licensed engineer for final review and approval by the City Engineer and Streets Department. See Table 1 for City Department comments including City Engineer and Streets Department conditions.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.C.4</b>	<b>Drainage facilities shall be constructed per City standards.</b>
			<b>P&amp;Z Commission Findings</b>	See above P&Z Commission Findings for Ketchum Municipal Code §17.96.060(C)(1). All drainage improvements are required to meet City standards. All drainage improvements shall be indicated on civil plans stamped by an Idaho licensed engineer and require review approval from the City Engineer & Streets Department prior to issuance of a Building Permit for the project.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.D1</b>	<b>All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.</b>
			<b>P&amp;Z Commission Findings</b>	<p>The applicant is aware of this requirement. The existing development is connected to the municipal water and sewer system. If Idaho Power requires an upgrade to the electrical service to serve the proposed addition, then the applicant shall indicate all utility upgrades on the project plans submitted with the Building Permit application. See Table 2 for Utilities Department comments and conditions.</p> <p>Roof and ground mounted mechanical and electrical equipment shall be fully screened from public view. Screening shall be compatible with the overall building design (Ketchum Municipal Code §17.96.070.C2).</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.D2</b>	<b>Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.</b>
			<b>P&amp;Z Commission Findings</b>	All utilities within the development site shall be underground and concealed from public view. Sheet A-1 of the project plans indicates that utility meters will be installed at the rear of the addition behind the existing Decked Building. Prior to issuance of a Certificate of Occupancy for the project, Planning & Building Department Staff will conduct an inspection to ensure that all utilities are concealed from public view. See above P&Z Commission Findings for Ketchum Municipal Code §17.96.060(D)(1).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.D3</b>	<b>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.</b>

			<b>P&amp;Z Commission Findings</b>	The applicant is aware of this requirement and will comply with these standards.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.E1</b>	<b>The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.</b>
			<b>P&amp;Z Commission Findings</b>	The addition project will match the existing building's colors and materials. The exterior materials and colors include gray stucco, dark bronze metal fascia and trim, vertical wood siding, and windows. The project's materials, colors, and signing complement neighboring buildings in the light industrial area. The neighboring building to the south is comprised of grayish-brown split-block face. The Roth Building Condominiums to the north is comprised of stucco and glass.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060.E2</b>	<b>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.</b>
			<b>P&amp;Z Commission Findings</b>	N/A. There are no identified landmarks on the property.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.E3</b>	<b>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.</b>
			<b>P&amp;Z Commission Findings</b>	As noted on Sheet A-1 of the project plans, the addition's exterior materials will match the existing building. The two-story addition matches the scale of the existing building with consistent dimensions and box-shaped building form.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.F1</b>	<b>Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.</b>
			<b>P&amp;Z Commission Findings</b>	The existing building is setback 43 feet from the front property line along Lewis Street. The addition will add an additional entrance to the Decked Building. The building entrances are defined by overhanging elements. The addition project includes a dark bronze steel deck that extends over the entrance to the new addition.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.F2</b>	<b>The building character shall be clearly defined by use of architectural features.</b>
			<b>P&amp;Z Commission Findings</b>	The addition project will add more character and visual texture to the front façade. The two-story addition combines a garage door on the first level with a cantilevered deck and large rectangular windows at the second level to add visual interest. The existing vertical wood siding in the middle of the front façade further distinguishes this light industrial building.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.F3</b>	<b>There shall be continuity of materials, colors and signing within the project.</b>
			<b>P&amp;Z Commission Findings</b>	The same materials and color schemes are used on all four facades of the building. The addition project will match the existing building's colors and materials. The exterior materials and colors include gray stucco, dark bronze metal fascia and trim, vertical wood siding, and windows. The project's materials, colors, and signing complement neighboring buildings in the light industrial area.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.F4</b>	<b>Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.</b>

			<b>P&amp;Z Commission Findings</b>	The rear property line is bordered by a 5-foot tall concrete wall built in the 1990s to buffer the light industrial area from the neighborhood to the west. This buffer is enhanced by the Northwood Place Apartment's carport wall. The existing swinging bench resembling a chairlift placed at the front of the building is a unique feature that adds a piece of mountain-town flair to the development. The proposed landscaping includes new planters bordering the front property line to buffer the suffer parking lot from Lewis Street.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.F5</b>	<b>Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.</b>
			<b>P&amp;Z Commission Findings</b>	The proposed elevation views provided by the applicant show that all building walls provide undulation and relief, serving to reduce the appearance of bulk and flatness at all façades. The façades combine horizontal and vertical elements with one- and two-story elements through the variation of siding and exterior materials, projecting elements, and fenestration provided through multiple window and door openings. The addition project will add more character and visual texture to the front façade. The two-story addition includes combines a garage door on the first level with a cantilevered deck and large rectangular windows at the second level to add visual interest. The existing vertical wood siding in the middle of the front façade further distinguishes this light industrial building.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.F6</b>	<b>Building(s) shall orient towards their primary street frontage.</b>
			<b>P&amp;Z Commission Findings</b>	The front façade of the building orients towards Lewis Street.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.F7</b>	<b>Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.</b>
			<b>P&amp;Z Commission Findings</b>	The dumpster and recycling area will be located at the southwest corner of the property. The project plans indicate that a gate will enclose this area and screen the dumpster from public view. Details and specifications have not been indicated on the project plans for the proposed gate. Pursuant to Ketchum Municipal Code §17.124.130.D, freestanding fences and walls shall not exceed 7 feet in the light industrial zones. The applicant shall provide specifications for the proposed garbage-enclosure-gate with the project plans submitted with the Building Permit application for review and approval by the Planning Department. Prior to issuance of a Building Permit, the applicant shall submit written approval from Clear Creek for the proposed dumpster location.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.F8</b>	<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>
			<b>P&amp;Z Commission Findings</b>	The majority of the roof system is flat with roof drains that prevent water from dripping or snow from sliding onto circulation areas. The new balcony projecting from the second floor of the addition and the existing projecting band that over the recessed doorway will provide weather protection for people entering and exiting the building.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.G1</b>	<b>Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.</b>

			<b>P&amp;Z Commission Findings</b>	An existing 5-foot sidewalk extends across Northgate Subdivision along Lewis Street.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060.G2</b>	<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>
			<b>P&amp;Z Commission Findings</b>	N/A as no awnings are proposed to extend across the public sidewalk.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.G3</b>	<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>
			<b>P&amp;Z Commission Findings</b>	Vehicular traffic will access the development from Lewis Street. Prior to issuance of a Building Permit for the project, the City Engineer and Streets Department shall review the civil drawings to ensure adequate sight distances and proper signage are provided for the proposed parking access.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.G4</b>	<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>
			<b>P&amp;Z Commission Findings</b>	No changes are proposed to the two 13-foot driveway entrances. 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.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.G5</b>	<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>
			<b>P&amp;Z Commission Findings</b>	Lewis Street provides unobstructed access for emergency vehicles, snowplows, garbage trucks, and similar service vehicles. Prior to issuance of a Building Permit for the project, the applicant shall submit written approval from Clear Creek Disposal for the relocated dumpster.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060.H1</b>	<b>Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.</b>
			<b>P&amp;Z Commission Findings</b>	As permitted pursuant to KMC §17.96.060.H4, the applicant has proposed hauling the snow off-site in lieu of providing a designated snow storage area.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060.H2</b>	<b>Snow storage areas shall be provided on-site.</b>
			<b>P&amp;Z Commission Findings</b>	N/A. As indicated on Sheet CS of the project plans, the applicant has proposed hauling snow from the site as permitted pursuant to KMC §17.96.060.H4.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060.H3</b>	<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>
			<b>P&amp;Z Commission Findings</b>	As permitted pursuant to KMC §17.96.060.H4, the applicant has proposed hauling the snow off-site in lieu of providing a designated snow storage area.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.H4</b>	<b>In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.</b>

			<b>P&amp;Z Commission Findings</b>	As noted on Sheet CS of the drawings, the applicant has proposed hauling the snow off-site in lieu of providing a snow storage area on-site. Prior to issuance of a Building Permit for the project, the applicant shall submit the Off-Site Snow Storage Permit application and associated fee to the Planning & Building Department for review and approval. The permit shall specify the address as well as the dimensions of the proposed off-site snow storage area.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I1</b>	<b>Landscaping is required for all projects.</b>
			<b>P&amp;Z Commission Findings</b>	The landscape plan is indicated on Sheet CS.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I2</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>P&amp;Z Commission Findings</b>	The landscape plan includes new planters bordering the front property line to buffer the surface parking lot from Lewis Street. The plant list includes lilacs, willows, and shrubs.  The landscape materials and vegetation types shall be readily adaptable to the site's microclimate, soil conditions, orientation, and aspect.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I3</b>	<b>All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.</b>
			<b>P&amp;Z Commission Findings</b>	The landscape plan is indicated on Sheet CS. The plant list includes lilacs, willows, and shrubs.  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</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>P&amp;Z Commission Findings</b>	The landscape plan is indicated on Sheet CS. The landscape plan includes new planters bordering the front property line to buffer the surface parking lot from Lewis Street. The plant list includes lilacs, willows, and shrubs.  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.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060.J1</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>P&amp;Z Commission Findings</b>	N/A. Sidewalks are not required for this project as the addition does not qualify as a substantial improvement.

### 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 Code Title 17.
3. The City of Ketchum Planning Department provided adequate notice for the review of this application.
2. The Design Review application is governed under Ketchum Municipal Code Chapters 17.96, 17.124, 17.08, 17.12, 17.18, and 17.128.
4. The Decked Building Addition Design Review application meets the standards specified in Title 17 of Ketchum Municipal Code subject to conditions of approval.

### DECISION

**THEREFORE**, the Ketchum Planning and Zoning Commission **approves** this Design Review application this Tuesday, January 12<sup>th</sup>, 2021 subject to the following conditions:

### CONDITIONS OF APPROVAL

1. This Design Review approval is subject to all comments and conditions as described in Tables 1, 2, and 3.
2. 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.
3. Prior to issuance of a Building Permit for the project, the applicant shall submit the Off-Site Snow Storage Permit application and associated fee to the Planning & Building Department for review and approval. The permit shall specify the address as well as the dimensions of the proposed off-site snow storage area.
4. Prior to issuance of a Building Permit, the applicant shall submit written approval from Clear Creek Disposal for the proposed dumpster location. The dumpster must be fully screened from public view.

5. If required for the addition project, all utility upgrades, including new transformers, must be indicated on the project site plan for review and approval by the City Engineer and Planning Department prior to issuance of a Building Permit. The applicant must submit written approval from Idaho Power for the siting of all new utility infrastructure. All utilities must be fully screened from public view.
6. 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.
7. The applicant shall submit final civil drawings prepared by an engineer registered in the State of Idaho to include specification for any 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.
8. 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).
9. All Design Review elements shall be completed prior to issuance of a Certificate of Occupancy for the building.
10. All exterior lighting on the property shall comply with Ketchum Municipal Code, Chapter 17.132, Dark Skies, and shall be inspected by Planning Staff and approved prior the issuance of a Certificate of Occupancy for the building.
11. 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.
12. 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.
13. 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 12<sup>th</sup> day of January 2021.

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Neil Morrow, Chair  
City of Ketchum  
Planning and Zoning Commission