



City of Ketchum  
Planning & Building

<b>IN RE:</b>	)	
	)	
<b>Delong (660 N 4<sup>th</sup> Avenue) Townhome</b>	)	<b>KETCHUM PLANNING AND ZONING COMMISSION</b>
<b>Design Review</b>	)	<b>FINDINGS OF FACT, CONCLUSIONS OF LAW, AND</b>
<b>Date: October 13, 2020</b>	)	<b>DECISION</b>
	)	
<b>File Number: P20-051</b>	)	

**FINDINGS REGARDING APPLICATION FILED**

**PROJECT:** Delong Townhome Design Review

**FILE NUMBER:** P20-051

**ASSOCIATED PERMITS:** Preliminary Plat 19-013, Final Plat 19-043, Building Permit 17-111, Building Permit 08-005

**APPLICATION TYPE:** Design Review

**REPRESENTATIVE:** Michael Mattias, AIA

**PROPERTY OWNER:** Roland Delong

**LOCATION:** 660 N 4<sup>th</sup> Avenue (West Ketchum Fadeaway Townhomes Subdivision: Block 1: Sublot 1)

**ZONING:** General Residential Low Density (GR-L) Zoning District

**NOTICE:** A public hearing notice for the project was mailed to all owners of property adjacent to the project site on August 26<sup>th</sup>, 2020. The public hearing notice for the Design Review application was published in the Idaho Mountain Express on August 26<sup>th</sup>, 2020. The Planning & Building Department received no public comment regarding this project.

**FINDINGS REGARDING PROJECT BACKGROUND**

The applicant, architect Mike Mattias representing property owner Roland Delong, has proposed a new townhome unit and detached garage located at 660 N 4<sup>th</sup> Avenue within the City’s General Residential Low Density (GR-L) Zoning District in West Ketchum. The proposed detached townhome unit is 21-feet tall with a total floor area of 1,500 square feet.

## WEST KETCHUM FADEAWAY TOWNHOMES

The West Ketchum Fadeaway Townhomes Subdivision is comprised of two townhouse sublots on Lot 6 of Block 73 within Ketchum's Townsite. Sublot 2 is developed with an A-frame house, which was constructed in 1943. The property owner submitted a Demolition Permit Application to demolish the historic A-frame on April 27<sup>th</sup>, 2020. The required 60-day waiting period (KMC §15.16.040) following the publication of the notice of intent to demolish the historic building concluded on July 7<sup>th</sup>, 2020. Sublot 2 is developed with a detached townhome accessed from the Block 73 alleyway, which was constructed in 2017 (Building Permit #17-111).

In 2019, City Council approved a Final Plat to subdivide Lot 6 of Block 73 within Ketchum's Townsite into two townhouse sublots. The historic A-frame and the new home constructed in 2017 became two detached townhomes through the subdivision process. In the GR-L Zone, permitted uses include two one-family dwellings and a multi-family development containing up to two dwelling units (Footnotes 1 and 2 of KMC §17.12.020) provided that the property conforms to the 8,000-square-foot minimum lot area (KMC §17.12.030). Townhome developments in the City of Ketchum may be constructed as a single building with units separated by a party wall or may be constructed as single buildings containing single townhouse units (KMC §16.04.020).

## NEIGHBORHOOD CONTEXT

All eight lots within Block 73 of Ketchum's Townsite have been subdivided to accommodate two multi-family dwelling units. These townhome developments include both detached unit configurations as well as attached units in a single duplex building separated by a party wall. The Turner Condominiums duplex, developed in 1981, neighbors the subject property to the south along 4<sup>th</sup> Avenue. The property located at the corner of 4<sup>th</sup> Avenue & 6<sup>th</sup> Street was developed with two detached dwelling units in 1964 and the lot was split prior to the City's adoption of its first subdivision ordinance in 1979 (Ordinance No. 316). The Lantern Townhomes Phased Development neighbors the subject property to the north and is developed with one detached townhome unit. Multi-family developments across the alley include the Winter Wren Townhouses subdivided in 2002, the Amkay Townhomes duplex built in 1975, the Sparto Townhomes developed in 2005, and the Foxhole Townhomes developed in 2017.

Like many areas of West Ketchum, Block 73 has an assortment of old and new homes with a range of architectural styles. Some of these developments have two identical townhomes that match in size, architectural design, and exterior materials. Other detached configurations, like the Winter Wren development, have two unique homes with different sizes and design styles.

## **FINDINGS REGARDING DESIGN REVIEW STANDARDS**

Ketchum Municipal Code §17.96.010.A3 requires Design Review for the construction of new multi-family dwellings, including detached townhomes.

### **Compatibility of Design**

*The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures (Ketchum Municipal Code §17.96.060.E1).*

Ketchum doesn't have an established design theme. Our town has grown organically overtime with an eclectic mix of styles. While the neighborhood has a broad range of residential design styles, West Ketchum is a distinct and recognizable area of town.

Delong Townhome Design Review

Findings of Fact, Conclusions of Law, and Decision

Planning & Zoning Commission Meeting of October 13, 2020

**City of Ketchum Planning & Building Department**

35-foot tall buildings with 35% building coverage have been permitted in the GR-L Zone since the City first adopted a comprehensive zoning ordinance in 1974. Despite this permitted building bulk and mass, older homes were smaller in size and scale. New development has trended towards maximizing building size to the greatest extent permitted by Ketchum's zoning regulations. The proposed townhome is similar in size and scale to older homes within the neighborhood.

### West Ketchum History

The 2005 Ketchum Reconnaissance Survey of historic properties identified West Ketchum as an early settlement area and historic neighborhood:

West Ketchum, which was originally part of the McCoy homestead during 1880's, was initially settled by families who tried to raise stock animals and sustenance gardens. When homesteaders moved out because of lack of sunlight, the area later became a summer home area. Much of West Ketchum that developed during the early 1930's to 1940's was owned by Ned Foster and referred to as "Fosterville." Soon after the advent of Sun Valley Resort by Averill Harriman, summer homes and tourists cabins such as the Wood River Motel were built in places such as the Pines, which is now a Planned Unit Development. Although most of the cabins and houses from that era have been torn down or remodeled beyond recognition, a hand full remain that retain some qualities and historic landscape features from the era of summer home development. (Walsworth and Associates, 2005 Reconnaissance Survey, Archeological and Historic Survey Report, page 21)

### Exterior Materials & Colors

The elevations on Sheet 5 of the project plans note the exterior materials. The applicant has provided one colored elevation illustrating the front façade. Pictures and specifications of the proposed exterior materials have also been included in the project plans. The design utilizes natural materials and colors, like cedar siding and stone veneer, which complement the home's mountainous surroundings. The neighboring townhome on subplot 2 is also characterized by natural materials and colors. The proposed townhome on subplot 1 has a darker color palette with predominately reddish-brown stained cedar and black trim. The existing townhome on subplot 2 has a lighter color palette with gray-tinted beige stone veneer and khaki-tan stucco with dark brown vertical siding and trim. The project's materials and colors complement the surrounding neighborhood's design style. Homes in West Ketchum use natural materials and simple geometric designs characteristic of an alpine setting.

### **Architectural**

*Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness (Ketchum Municipal Code §17.96.060.F5).*

*The building character shall be clearly defined by use of architectural features (Ketchum Municipal Code §17.96.060.F2).*

Two-story and one-story vertical elements of stone veneer provide relief from the horizontal cedar siding. The two-floors of the townhome unit are visually distinguished by the second-level balcony at the front elevation and a cedar trim band wrapping across all facades. Black aluminum-clad window and door openings, metal fascia, and the balcony's railing detail provide further relief from the horizontal cedar siding. The slight slope of the mono-pitched roof decreases the bulk of the box-

shaped building. The back wall is stark compared to the front and side elevations with only the cedar trim band, two windows, and one door opening. The existing townhome on subplot 2 is 23'-8" tall and will block this flat façade from public view.

**TABLE 1: FINDINGS REGARDING ZONING & DIMENSIONAL STANDARDS ANALYSIS**

Zoning and Dimensional Standards Analysis				
Compliant			Ketchum Municipal Code Standards and Commission Findings	
Yes	No	N/A	KMC §	Standards and Commission Findings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	<b>Minimum Lot Area</b>
			<b>Commission Findings</b>	<p><b>Required:</b> 8,000 square feet minimum</p> <p><b>Existing (Ketchum Townsite: Block 73: Lot 6):</b> 8,250 square feet Sublot 1 of West Ketchum Fadeaway Townhomes is 4,382 square feet.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	<b>Building Coverage</b>
			<b>Commission Findings</b>	<p><b>BUILDING COVERAGE:</b> The total square footage of the building foundation and all horizontal projections which constitute a "building" as defined in this section, but not including roof overhangs that are 3 feet or less or uncovered decks less than 30 inches above grade. Garages and guest homes shall be included in building coverage (KMC §17.08.020).</p> <p><b>Permitted:</b> 35%</p> <p><b>Proposed:</b> Sublot 1: The total building coverage proposed with the new townhome unit and detached garage is 1,540 square feet. Sublot 2: Existing building coverage on Sublot 2 is 1,281 square feet.</p> <p>Total: 35% (2,821 square feet building coverage/8,250 square feet lot area)</p> <p>The applicant has indicated the total building footprint is 1,009 square feet with 531 square feet of building coverage contributed from the roof overhangs, cantilevered balcony, and covered porch areas. The project plans submitted with the Building Permit application shall dimension all roof overhangs, the cantilevered balcony, and covered porch areas to confirm the project's total building coverage.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.030	<b>Minimum Building Setbacks</b>
			<b>Commission Findings</b>	<p><b>Minimum:</b> Front: 15 feet Side: 1 foot for every 3 feet in building height, but no less than 5 feet Rear: 15 feet</p>

				<p>KMC §17.128.020: Supplementary Yard Regulations</p> <p>A. Cornices, canopies, eaves, chimney chases or similar architectural features may extend into a required yard not more than 3 feet.</p> <p>H. Decks less than 30 inches in height from existing grade may be constructed to the property line.</p> <p><b>Proposed:</b>  Front (4<sup>th</sup> Avenue): 15'  Side (N/Interior): 7'  Side (S/Interior): 7'  Rear (E/Block 73 Alleyway): The townhome unit on subplot 2 is setback 20' from the property line adjacent to the Block 73 alleyway.</p> <p>The roof eave extends 2'-8" into the required setback from the side property lines, 4" less than the maximum 3-foot overhang permitted by KMC §17.128.020.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.12.030</b>	<b>Building Height</b>
			<b>Commission Findings</b>	<p><b>Maximum Permitted:</b> 35 feet</p> <p><b>Proposed:</b>  Townhome Unit: 21 feet  Detached Garage: 10 feet</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.030H</b>	<b>Curb Cut</b>
			<b>Commission Findings</b>	<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 applicant has proposed 18-foot wide driveway access off 4<sup>th</sup> Avenue. 33% (18-foot curb cut/55 linear feet along 4<sup>th</sup> Avenue) of the property's street frontage along 4<sup>th</sup> Avenue is used to access the detached garage.</p> <p>As noted in Table 3, the Fire Department requires that the driveway width to access the townhome development shall have a minimum width of 20 feet. The remaining 2 feet of driveway width required pursuant to International Fire Code shall be an all-weather driving surface capable of supporting an imposed load of at least 75,000 pounds. The final driveway configuration shall be reviewed and approved by the Streets, Fire, and Planning departments prior to issuance of a Building Permit for the project.</p> <p>The project plans indicate that the driveway will include concrete pavers and a snowmelt system. All right-of-way improvements,</p>

				including the proposed driveway access, shall be reviewed and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project. The applicant shall secure a ROW Encroachment Permit for the proposed driveway pavers and snowmelt system prior to issuance of a Certificate of Occupancy for the project.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.125.040</b>	<b>Parking Spaces</b>
			<b>Commission Findings</b>	Off-street parking standards apply to any new development and to any new established uses.  <b>Required:</b> Multiple-Family Residential Dwelling Units in the GR-L Zone Units 0 to 2,000 square feet and above: 1 parking space  <b>Proposed:</b> 2 parking spaces are provided on-site—one within the detached garage and one may be accommodated on the paver driveway.

TABLE 2: FINDINGS REGARDING DESIGN REVIEW STANDARDS ANALYSIS

Design Review Improvements and Standards (KMC §17.96.060)				
Yes	No	N/A	City Code	City Standards and <i>Commission Findings</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.A1 Streets	The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.
			<i>Commission Findings</i>	<i>The proposed detached garage will be accessed from a new 18-foot wide driveway off 4<sup>th</sup> Avenue.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.A2 Streets	All street designs shall be approved by the City Engineer.
			<i>Commission Findings</i>	<i>No changes are proposed to the street design or lanes of travel within the 4<sup>th</sup> Avenue right-of-way.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.B1 Sidewalks	All projects under 17.96.010(A) that qualify as a “Substantial Improvement” shall install sidewalks as required by the Public Works Department.
			<i>Commission Findings</i>	<i>While the project qualifies as a substantial improvement, sidewalks are not required to be installed along residential roads. The right-of-way next to the front property line must be improved to City standards for residential streets.</i>  <i>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.</i>  <i>See Table 3 for comments and conditions from the City Engineer &amp; Streets Department.</i>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.B2 Sidewalks	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.
			<i>Commission Findings</i>	<p><i>The City does not require developers to install sidewalks along residential roads.</i></p> <p><i>The developer must improve the right-of-way next to the front property line to meet City standards for residential streets.</i></p> <p><i>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 3 for review comments and conditions from the City Engineer &amp; Streets Department.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.B3 Sidewalks	<p>Sidewalks may be waived if one of the following criteria is met:</p> <ol style="list-style-type: none"> <li>The project comprises an addition of less than 250 square feet of conditioned space.</li> <li>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> </ol>
			<i>Commission Findings</i>	<i>The applicant is not required to install sidewalks for the new townhome unit.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.B4 Sidewalks	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.
			<i>Commission Findings</i>	<p><i>This standard does not apply because sidewalks are not included in the City right-of-way standards for residential roads.</i></p> <p><i>The applicant must improve the right-of-way next to the front property line along 4<sup>th</sup> Avenue to meet City standards for residential streets.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.B5 Sidewalks	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.
			<i>Commission Findings</i>	<i>N/A. The City does not require developers to install sidewalks in residential neighborhoods.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.B6 Sidewalks	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</b>	<i>N/A. Staff does not recommend a voluntary cash contribution in-lieu of improvements for this project.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.C1 Drainage	All storm water shall be retained on site.
			<b>Commission Findings</b>	<i>The drainage system must keep all storm water on the project site. The developer must install drainage improvements that meet City standards. The applicant has submitted the preliminary drainage plan on Sheet C1.0 of the project plans. The drainage plan proposes a system of drywells and catch basins.</i>  <i>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 &amp; 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. See Table 3 for City Department comments including City Engineer and Streets Department conditions.</i>
<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.
			<b>Commission Findings</b>	<i>See above analysis for Ketchum Municipal Code §17.96.060C1. All drainage improvements are required to meet City standards.</i>  <i>All drainage improvements shall be indicated on civil plans prepared by an Idaho licensed engineer and require review and approval from the City Engineer &amp; Streets Department prior to issuance of a Building Permit for the project.</i>  <i>See Table 3 for review comments and conditions from the City Engineer &amp; Streets Department.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.C3 Drainage	The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.
			<b>Commission Findings</b>	<i>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.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.C.4 Drainage	Drainage facilities shall be constructed per City standards.
			<b>Commission Findings</b>	<i>All drainage facilities within the project site and the public right-of-way shall meet City standards. Final drainage specifications must be</i>



				<i>included with the civil drawings submitted with the Building Permit application to be reviewed and approved by the City Engineer &amp; Streets Department.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.D1 Utilities	All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.
			<i>Commission Findings</i>	<i>All utilities necessary for the townhome project must be improved and installed at the sole expense of the applicant. The applicant has submitted the preliminary utilities plan on Sheet C1.0 of the project plans.  Final plans will be reviewed and approved by the Utilities Department prior to issuance of a Building Permit for the project. See Table 3 for review comments and conditions from the Utilities Department.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.D2 Utilities	Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.
			<i>Commission Findings</i>	<i>All utilities within the development site shall be underground and concealed from public view. See above analysis for Ketchum Municipal Code §17.96.060D1.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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.
			<i>Commission Findings</i>	<i>Service for high-speed internet is available to serve the new townhome unit.</i>
<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.
			<i>Commission Findings</i>	<i>The elevations on Sheet 5 of the project plans note the exterior materials. The applicant has provided one colored elevation illustrating the front façade. Pictures and specifications of the proposed exterior materials have also been included in the project plans. The design utilizes natural materials and colors. The main material used across all facades of the townhome and garage is horizontal cedar siding stained with a natural tone. Two-story and one-story elements of stone veneer provide relief from the horizontally placed siding. The two-floors of the townhome unit are visually distinguished by the second-level balcony at the front elevation and a cedar trim band that wraps across all facades. Black aluminum-clad window and door openings, metal fascia, and the balcony's railing detail provide further relief from the horizontal cedar siding.</i>

				<p><i>The neighboring townhome on subplot 2 is also characterized by natural materials and colors. The new townhome has a darker color palette with predominately reddish-brown stained cedar and black trim. The existing townhome has a lighter color palette with gray-tinted beige stone veneer and khaki-tan stucco with dark brown vertical siding and trim.</i></p> <p><i>The project's materials and colors complement the adjacent homes and surrounding neighborhood. Homes in the surrounding neighborhood are designed with natural wood siding, colored stucco, metal standing seam roofs, stone veneer, barn wood, corrugated metal, and board and batten siding.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.E2 Compatibility of Design	<p>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.</p> <p><i>Commission Findings</i> N/A. No significant landmarks of historical or cultural importance have been identified on the property.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.E3 Compatibility of Design	<p>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.</p> <p><i>Commission Findings</i> N/A This standard does not apply because this project is new construction. The existing A-frame on the property, which was constructed in 1943, will be demolished to accommodate the new townhome unit.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F1 Architectural	<p>Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.</p> <p><i>Commission Findings</i> The applicant has proposed a paver walkway leading to the home's front door. The entrance to the home is covered by the second-level balcony. The one-story stone veneer element by the front door further distinguishes the entrance to the townhome.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F2 Architectural	<p>The building character shall be clearly defined by use of architectural features.</p> <p><i>Commission Findings</i> Building elevations are included on Sheet 5 of the project plans. Two-story and one-story elements of stone veneer provide relief from the horizontal cedar siding. The two-floors of the townhome unit are visually distinguished by the second-level balcony at the front elevation and a cedar trim band wrapping across all facades. Black aluminum-clad window and door openings, metal fascia, and the balcony's railing detail provide further relief from the horizontal cedar siding. The slight slope of the mono-pitched roof decreases the bulk of the box-shaped building.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F3 Architectural	<p>There shall be continuity of materials, colors and signing within the project.</p>

			<i>Commission Findings</i>	<i>The detached garage and fence match the townhome’s materials and colors. The detached garage utilizes the horizontal cedar siding, metal fascia, and black aluminum-clad windows and doors. The townhome unit and detached garage have a consistent design theme with matching materials and colors.</i>
☒	☐	☐	17.96.060.F4 Architectural	Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.
			<i>Commission Findings</i>	<i>The detached garage utilizes the same cedar siding to match the townhome unit. The elevations indicate a 6-foot tall gate extending from the detached garage. The attached gate is noted as part of the garage wall. The project proposes a 4-foot fence that connects to this gate across the front elevation. The gate and fence are also comprised of cedar siding to match the townhome unit and detached garage.</i>  <i>In the GR-L Zone, fences, hedges, and walls shall not exceed 4 ft when located less than 30 ft from the front property line and shall not exceed 6 ft in height when located more than 30 ft from the front lot line (KMC §17.124.130). This regulation applies to the freestanding fence as well as the gate extending from the garage. The applicant shall lower the height of the garage gate to 4 feet. The dimensions of the garage gate shall be indicated on the project plans submitted with the Building Permit application for final review and approval by Planning Department Staff.</i>
☒	☐	☐	17.96.060.F5 Architectural	Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.
			<i>Commission Findings</i>	<i>The front and side façades incorporate material differentiation and visual relief from the bulk of the rectangular-shaped building. Two-story and one-story elements of stone veneer provide relief from the horizontal cedar siding. The two-floors of the townhome unit are visually distinguished by the second-level balcony at the front elevation and a cedar trim band wrapping across all facades. Black aluminum-clad window and door openings, metal fascia, and the balcony’s railing detail provide further relief from the horizontal cedar siding. The slight slope of the mono-pitched roof decreases the bulk of the box-shaped building.</i>  <i>The back wall is stark compared to the front and side elevations with only the cedar trim band, two windows, and one door opening. The existing townhome on subplot 2 is 23’-8” tall and will block this flat façade from public view.</i>
☒	☐	☐	17.96.060.F6 Architectural	Building(s) shall orient towards their primary street frontage.
			<i>Commission Findings</i>	<i>The townhome orients towards the primary street frontage along 4<sup>th</sup> Avenue. This front elevation provides the most visual interest with</i>

				<i>architectural features, like the one-story stone veneer element, that frame the front door.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F7 Architectural	Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.
			<i>Commission Findings</i>	<i>This project is a townhome development in a residential neighborhood accessed off 4<sup>th</sup> Avenue. As noted on Sheet 1 of the project plans, the garbage and recycling containers will be stored within the detached garage.</i>  <i>The project plans do not indicate the installation of any satellite receivers. Any future installations of satellite receivers must be screened from public view.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F8 Architectural	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.
			<i>Commission Findings</i>	<i>The second-level balcony extends beyond the front wall to cover the paver pathway leading to the front door. The flat roof form will prevent water from dripping or snow from sliding from the building. As noted on the east elevation (Sheet 5), the flat roof will be an EPDM system.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.G1 Circulation Design	Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.
			<i>Commission Findings</i>	<i>The site plan (Sheet 1) indicates the project's proposed circulation system, which includes paver walkways and concrete stepping pavers. The project site is located within a residential neighborhood. The site is not contiguous to an existing pedestrian, equestrian, or bicycle access.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.G2	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.
			Circulation Design	<i>N/A. No awnings are proposed to extend across of a public sidewalk.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.G3 Circulation Design	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.
			<i>Commission Findings</i>	<i>The detached garage will be accessed from 4<sup>th</sup> Avenue, which is a low-traffic, residential street. Traffic is anticipated to flow safely within the project and onto 4<sup>th</sup> Avenue.</i>  <i>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 for the proposed driveway access.</i>

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.96.060.G4 Circulation Design	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.
			<i>Commission Findings</i>	<i>The project site is located approximately 100 feet from 4<sup>th</sup> Avenue's intersection with 7<sup>th</sup> Street to the north and approximately 150 feet from 4<sup>th</sup> Avenue's intersection with 6<sup>th</sup> Street to the south.</i>  <i>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 for the proposed driveway access.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.G5 Circulation Design	Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.
			<i>Commission Findings</i>	<i>The proposed townhome on subplot 1 will be accessed from 4<sup>th</sup> Avenue. The existing townhome unit on subplot 2 is accessed from the Block 73 alleyway. The proposed circulation design will provide unobstructed access for emergency vehicles, snowplows, and garbage trucks.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.H1 Snow Storage	Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.
			<i>Commission Findings</i>	<i>In lieu of providing snow storage areas, the applicant has proposed a snowmelt system, which is permitted pursuant to KMC §17.96.060.H4. The applicant has proposed a snowmelt system for the driveway. The cantilevered deck and roof overhangs cover the pedestrian pathways. The project plans indicate a solar collector system will be installed on the roof of the detached garage to serve the snowmelt system.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.H2 Snow Storage	Snow storage areas shall be provided on-site.
			<i>Commission Findings</i>	<i>See analysis for KMC §17.96.060.H1. In lieu of providing snow storage areas, the applicant has proposed a snowmelt system, which is permitted pursuant to KMC §17.96.060.H4. The applicant has proposed a snowmelt system for the driveway. The cantilevered deck and roof overhangs cover the pedestrian pathways.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.H3 Snow Storage	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.
			<i>Commission Findings</i>	<i>In lieu of providing snow storage areas, the applicant has proposed a snowmelt system, which is permitted pursuant to KMC §17.96.060.H4. The applicant has proposed a snowmelt system for the driveway. The cantilevered deck and roof overhangs cover the pedestrian pathways.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.H4 Snow Storage	In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.
			<i>Commission Findings</i>	<i>In lieu of providing snow storage areas, the applicant has proposed a snowmelt system, which is permitted pursuant to KMC §17.96.060.H4. The applicant has proposed a snowmelt system for the driveway. The cantilevered deck and roof overhangs cover the pedestrian pathways. The project plans indicate a solar collector system will be installed on the roof of the detached garage to serve the snowmelt system.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.I1 Landscaping	<b>Landscaping is required for all projects.</b>
			<i>Commission Findings</i>	<i>The landscape plan is indicated on Sheet 1 of the project plans. The proposed landscaping plan includes a row of lilacs that border the front property line, perennials, and lawn areas. All landscape materials and vegetation types shall be specified on the project plans submitted with the Building Permit application. All trees, shrubs, grasses, and perennials shall be drought tolerant.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.I2 Landscaping	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.
			<i>Commission Findings</i>	<i>See above analysis for KMC § 17.96.060.I1. All landscape materials and vegetation types shall be readily adaptable to the site's microclimate, soil conditions, orientation, and aspect. The landscape plan is indicated on Sheet 1 of the project plans. The proposed landscaping plan includes a row of lilacs that border the front property line, perennials, and lawn areas. All landscape materials and vegetation types shall be specified on the project plans submitted with the Building Permit application. All trees, shrubs, grasses, and perennials shall be drought tolerant.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.I3 Landscaping	All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.
			<i>Commission Findings</i>	<i>The landscape plan is indicated on Sheet 1 of the project plans. The proposed landscaping plan includes a row of lilacs that border the front property line, perennials, and lawn areas. All landscape materials and vegetation types shall be specified on the project plans submitted with the Building Permit application. All trees, shrubs, grasses, and perennials shall be drought tolerant. The applicant is encouraged to select native species.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.I4 Landscaping	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.
			<i>Commission Findings</i>	<i>A row of lilacs will border the front property line along 4<sup>th</sup> Avenue to buffer the townhome from the street. The only landscaping proposed</i>

				<i>in the backyard is a seeded lawn area. Pursuant to KMC § 17.96.060.I3, all grasses proposed in the lawn area shall be drought tolerant.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060.J1 Public Amenities</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.
			<i>Commission Findings</i>	<i>This standard does not apply because the applicant is not required to install sidewalks. The City does not require the installation of sidewalks in residential neighborhoods.</i>

**Table 3: FINDINGS REGARDING CITY DEPARTMENT COMMENTS**

<b>City Department Comments</b>
<p><i>Note: City Department comments are preliminary. 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 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.</i></p>
<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>• If a monitored fire detection system is installed, it meet all standards required 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. An approved key box shall be installed, with the appropriate keys, for emergency fire department access in a location</li> </ul>

approved by the fire department. The key box shall be a Knox box brand and sized to accommodate keys to every door of the project.

- An approved access roadway per 2012 International Fire Code Appendix D ([www.ketchumfire.org](http://www.ketchumfire.org)) 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.
- Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building.
- Spark arresters are required on all solid fuel burning appliance chimneys to reduce potential fires from burning embers.
- Inspections of Fire Department permit required installations shall be scheduled at least 48 hours in advance.
- 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:**

- Pursuant to KMC §17.96.060.C.1, all storm water drainage shall be retained on site.
- 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 including excavation, material storage and deliveries, screening, and site clean-up (KMC §15.06.030) to be reviewed and approved by the Building Department 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 design shall meet all applicable sections of Chapter 12 of Ketchum Municipal Code including design criteria for private driveways (KMC §12.04.030.L).
- The public right-of-way adjacent to the subject property shall be improved to the City's right-of-way standards for local-residential street ROWs. Material within the first eight (8) feet from the edge of asphalt shall be (1) distinct from the driveway in order to visually appear to be available for parking, (2) pervious and permeable to enhance drainage, and (3) the surface must allow for vehicle parking and be consistent along the entire property frontage. No live plant materials or obstructions, such as boulder or berms, are permitted within the first 8 ft from the edge of asphalt.
- 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.
- The project plans indicate that the driveway will include concrete pavers and a snowmelt system. All right-of-way improvements, including the proposed driveway access, shall be reviewed and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for



the project. The applicant shall secure a ROW Encroachment Permit for the proposed driveway pavers and snowmelt system prior to issuance of a Certificate of Occupancy for the project.

- 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”).
- City Engineer & Streets 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.

**Utilities:**

- The property is served by existing connections to the municipal sewer and water system off 4<sup>th</sup> Avenue.
- 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.

**Building:**

- The building must meet the 2012 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 throughout Tables 1 and 2.

## 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 and 9 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.
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 Design Review application for the Delong Townhome meets the standards of approval under 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, September 15<sup>th</sup>, 2020 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. 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.

4. The applicant shall submit final civil drawings prepared by an engineer registered in the State of Idaho to include specifications 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.
5. 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).
6. All Design Review elements shall be completed prior to issuance of a Certificate of Occupancy for the building.
7. All exterior lighting on the property shall comply with Ketchum Municipal Code, Chapter 17.132, Dark Skies, and will be inspected by Planning Staff and approved prior the issuance of a Certificate of Occupancy for the building.
8. Prior to issuance of a Building Permit for the project, the applicant shall submit a construction management plan, which addresses each of the standards as set forth in Ketchum Municipal Code, Chapter 15.06 Construction Activity Standards.
9. In addition to the requirements set forth in this Design Review approval, this project shall comply with all applicable local, state, and federal laws.
10. The applicant shall submit a Lot Line Shift application for review and approval by the Ketchum City Council to amend the building footprint recorded to subplot 1 of the West Ketchum Fadeaway Townhomes Subdivision Plat to reflect the new townhome unit and detached garage. The plat map amending the building footprint shall be recorded prior to issuance of a Certificate of Occupancy for the townhome development.

Findings of Fact **adopted** this 13<sup>th</sup> day of October 2020.

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Neil Morrow, Chair  
City of Ketchum  
Planning and Zoning Commission