



Planning and Zoning Commission Special Meeting Minutes

Tuesday, October 26, 2021, at 4:30 PM

Ketchum City Hall

480 East Avenue North, Ketchum, ID 83340

CALL TO ORDER (*video 00:11:15*)

The meeting was called to order at 4:30 p.m. by Chairman, Neil Morrow.

PRESENT

Chairman, Neil Morrow

Vice-Chairman, Mattie Mead

Commissioner, Jennifer Cosgrove

Commissioner, Brenda Moczygemba

Commissioner, Tim Carter

OTHER STAFF

Director, Suzanne Frick

Senior Planner – Abby Rivin

Senior Planner – Morgan Landers

Planner – Adam Crutcher

COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE

None.

CONSENT CALENDAR — ACTION ITEMS (*video 00:11:15*)

1. Minutes of September 21, 2021.

Motion to approve the Minutes.

Motion made by Commissioner, Mattie Mead, Seconded by Commissioner, Brenda Moczygemba.

Voting Yea: Morrow, Mead, Cosgrove, Moczygemba, Carter.

2. Recommendation to approve 780 N 1st Ave Multi-Family Design Review and Preliminary Plat - Findings of Fact, Conclusions of Law, and Decision.

Motion to approve 780 N 1st Ave Multi-Family Design Review and Preliminary Plat.

Motion made by Commissioner, Mattie Mead, Seconded by Commissioner, Tim Carter.

Voting Yea: Morrow, Mead, Cosgrove, Moczygemba, Carter.

3. Recommendation to approve Okada Residence Design Review and Preliminary Plat - Findings of Fact, Conclusions of Law, and Decision.

Motion to approve Okada Residence Design Review and Preliminary Plat - Findings of Fact, Conclusions of Law, and Decision.

Motion made by Commissioner, Brenda Moczygemba, Seconded by Commissioner, Jennifer Cosgrove. Voting Yea: Morrow, Mead, Cosgrove, Moczygemba, Carter.

PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF – ACTION ITEMS *(video 00:15:00)*

4. ACTION - Recommendation to approve the 760 N Washington Ave Mixed-Use Design Review (P21-077) and Condominium Preliminary Plat (P21-041) - Findings of Fact, Conclusions of Law, and Decision, located at 760 N Washington Ave.

Senior Planner, Morgan Landers provided the Commission an overview of the applicant's project, with a recommendation to approve the design review and preliminary plat.

Applicant, Daniel Hollis provided the Commission with final comments on roofing changes requested and answered questions posed by Commissioners.

Commissioners addressed submitted public comments.

Public Comment

None.

Motion to approve Design Review.

Motion made by Commissioner, Mattie Mead, Seconded by Commissioner, Tim Carter. Voting Yea: Morrow, Mead, Cosgrove, Moczygemba, Carter.

Motion to approve Condominium Preliminary Plat.

Motion made by Commissioner, Mattie Mead, Seconded by Commissioner, Tim Carter. Voting Yea: Morrow, Mead, Cosgrove, Moczygemba, Carter.

5. ACTION – Recommendation to approve the Gem Street Replat Subdivision Preliminary Plat (P21-034) located at 151 Topaz Street.

Senior Planner, Morgan Landers provided the Commission a review of the applicant's project in reference to Subdivision and Dimensional Standards, with a recommendation to approve the preliminary plat with conditions for the Applicant to address items required by the City.

Public Comment

The Randy MacAfee household shared concerns over subdividing the area and increasing the density in the area, as well as changing the character of the residential neighborhood.

The Commission discussed public feedback, confirming that the applicant has agreed to address the improvements required for subdivision. The applicant confirmed compliance.

Motion to approve Gem Street Replat Subdivision Preliminary Plat.

Motion made by Commissioner, Tim Carter, Seconded by Commissioner, Brenda Moczygemba.

Voting Yea: Morrow, Mead, Moczygemba, Carter.

Voting Nea: Cosgrove.

6. ACTION – Recommendation to hold a public hearing, consider, and provide direction on the draft Community Core Design Guidelines, draft Text Amendments to Ketchum Municipal Code Chapters 4.08 – Historical Preservation Commission and 17.96 – Design Review, and draft addition of Chapter 17.20 – Historic Preservation to the Ketchum Municipal Code.

Director, Suzanne Frick provided the Commission an overview of the partnership with Logan Simpson for the creation of design guidelines.

Bruce Meighen, Jennifer Gardner, and Melissa Ruth, from Morgan Simpson shared a presentation for the Commission, requesting their comment on draft design guidelines, in the categories of; 1) Building Orientation, 2) Massing and Form, 3) Building Articulation, 4) Building Materials, 5) Roof Forms, 6) Pedestrian Amenities, and 7) Historic Building Design Guidelines.

Senior Planner, Morgan Landers presented an overview of components of the Permanent Ordinance.

Commissioners provided comments and perspective for staff to consider.

7. ACTION – Recommendation to review and provide direction on interpretation of Title 17 – Zoning Regulations of the Ketchum Municipal Code, related to the number of accessory buildings permitted on an individual lot.

Director, Suzanne Frick provided the Commission a summary of recent increases in the number of accessory buildings on an individual lot.

Commissioners provided comments and perspective for staff to consider.

STAFF REPORTS & CITY COUNCIL MEETING UPDATE *(video 03:37:25)*

Director, Suzanne Frick reminded the Commission of the New City Hall location for future meetings.

ADJOURNMENT *(video 03:40:20)*

Motion to adjourn at 7:59 p.m.

Motion made by Chairman, Neil Morrow, Seconded by Commissioner, Mattie Mead.

Voting Yea: Morrow, Mead, Cosgrove, Moczygemba, Carter.

Chairman, Neil Morrow
Planning and Zoning Commission

Secretary, Tara Fenwick