



City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: Staff Member/Dept:

Agenda Item:

Recommended Motion:

Reasons for Recommendation:

- ITD is currently implementing an expansion and rehabilitation of Highway 75 from Elkhorn to River Street.
- Residences located on the west side of Highway 75 from Meadow Circle to Elkhorn Road/River Lane currently have individual driveways accessed from the highway which do not comply with modern safety standards for access management.
- Property owners approached the city to inquire whether a new rear access road could be constructed to transition the current highway access points to be either (1.) consolidated or (2.) fully eliminated.
- City staff has coordinated with property owners and ITD to outline the necessary tasks via the attached MOU to implement the new roadway configuration.

Sustainability Impact:

Financial Impact:

Attachments:

- | |
|---------------|
| 1. MOU 25-013 |
| 2. Exhibit A |



MEMORANDUM OF UNDERSTANDING

City of Ketchum/Idaho Transportation Department/Mortgage Row Residents

Effective on 6th day of October 2025, this Memorandum of Understanding (MOU) is between the City of Ketchum (City), Idaho Transportation Department (ITD), and the residents of the Mortgage Row Subdivision.

Whereas the parties agree:

- Current access from Highway 75 to the residences of Mortgage Row (Meadow Circle to Elkhorn Road) does not comply with national best practice of safe access control standards.
- The 2025/2026 Highway 75 rehabilitation project is an opportunity to improve the safety of the entrance corridor to Ketchum.

Now therefore, all parties agree to work together to complete the following actions:

- The private homeowners agree to
 - Complete City of Ketchum land-use application process to properly permit a new private roadway
 - submit for Lot Line Shift Application (City Code – 16.04.060) via a final plat amendment
 - or -
 - record an easement
 - Construct and maintain, at private property owner expense, a twenty-foot private access road and associated snow storage area as depicted in attached Exhibit A.
 - Coordinate with the City Arborist prior to construction to finalize a (re)planting or fencing plan along the west side of the new road to provide proper screening for Farnlun Park.
 - Allow ITD to place a rolled curb in front each property (installed October 2025).
 - Work with ITD for new encroachment permits to place privately funded landscaping berms located on each private property parcel abutting Highway 75.

- Coordinate with the homeowners' association of the Glade Subdivision to gain approval within Parcel A for the new private road's access from Meadow Circle.
 - and record either a survey or easement agreement between both parties.
- Complete appropriate ITD permits for new roadway access and landscaping frontage.
- **The City agrees to:**
 - Allow the twenty-foot roadway to encroach into city-owned Farnlun Park as depicted in Exhibit A.
 - Process the subdivision amendment application or easement approval for new private roadway.
- **ITD agrees to:**
 - Install a rolled curb in front of each involved private property on Highway 75.
 - Process new encroachment permits for new roadway access configuration and associated landscaping frontage.

MORTGAGE ROW SUBDIVISION

Gelb & Hellman | Lot 14AA*

Nysether | Lot 14BB*

Bolton | Lot 15

Bolton | Lot 16

Coburn | Lot 17

Page | Lot 18

Dreyer | Lot 19

Davis | Lot 20

*The entrances to Lots 14AA and 14BB are from Meadow Circle, not Highway 75, therefore the property owners are not participating in any of the aforementioned construction or funding thereof. Their signatures are in support of the subdivision's requests as a whole.

IDAHO DEPARTMENT OF TRANSPORTATION

Jesse Barrus
D4 District Engineer

CITY OF KETCHUM

Neil Bradshaw
Mayor

Attestation:

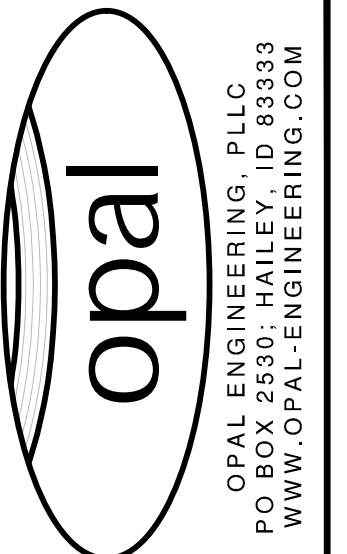
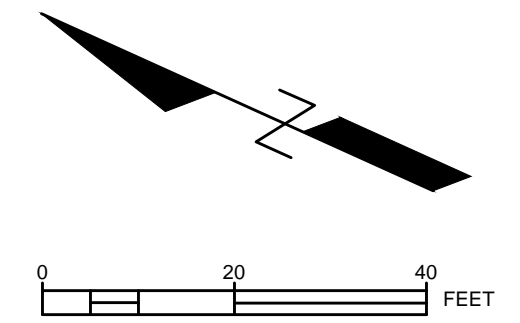
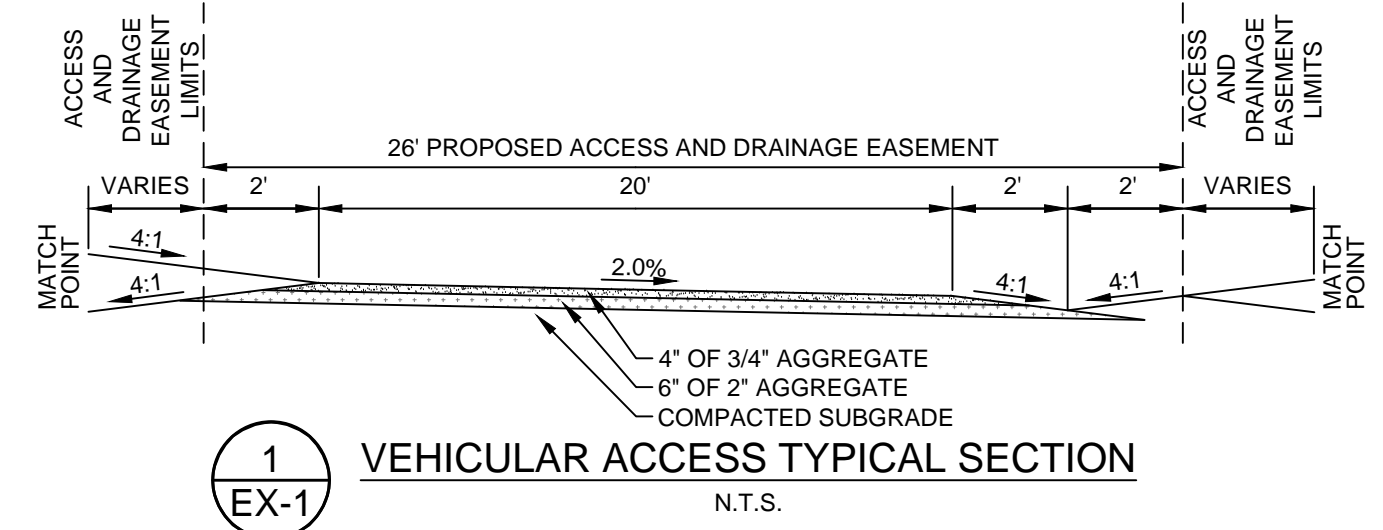
Trent Donat
City Clerk & Business Manager



- NOTES**
- PROPERTY BOUNDARIES SHOWN HEREON ARE APPROXIMATE PER BLAINE COUNTY GIS.
 - AERIAL IMAGERY SHOWN HEREON IS PER NEARMAP DATED MAY 19, 2023.
 - EXISTING TOPOGRAPHIC DATA SHOWN HEREON IS APPROXIMATE PER BLAINE COUNTY LIDAR DATED 2017. BOUNDARY AND TOPOGRAPHIC SURVEY SHALL BE CONDUCTED PRIOR TO DESIGN FOR CONSTRUCTION. CONCEPTUAL PLAN PROVIDED FOR DISCUSSION PURPOSES ONLY.

LEGEND

EXISTING ITEMS	PROPOSED ITEMS
Property Line	Gravel
Adjoiner's Lot Line	Approx. Road Centerline
Approx. Road Centerline	Access and Drainage Easement to be Obtained by Owner(s)
Edge of Asphalt	Snow Storage Easement to be Obtained by Owner(s)
EOA	Drywell
5' Contour Interval	Catch Basin
1' Contour Interval	Storm Pipe
Curb & Gutter	Flow Line of Swale
Easement, type and width as shown	



PURPOSE: ISSUE FOR CLIENT REVIEW (01/14/2025)

REVISION NO.	DATE	DESCRIPTION
1	08/25/25	ALTERNATIVE HAMMERHEAD TURNAROUND
2	08/25/25	ADD SNOW STORAGE
3	10/02/25	SHIFT EAST-WEST JOG NORTH

**PRELIMINARY
NOT FOR
CONSTRUCTION**

**VEHICULAR ACCESS CONCEPT
ALTERNATIVE 1**
MORTGAGE ROW LOTS 15-20 SECONDARY ACCESS
PREPARED FOR: DAVID D. PAGE

25001
PROJECT NUMBER
EX-1