



**City of Ketchum
Planning & Building**

**STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
SPECIAL MEETING OF MARCH 31, 2025**

PROJECT: 140 & 180 N Leadville Ave ARCH Affordable Housing Project

FILE NUMBER: P25-006

APPLICATION: Pre-Application Design Review

PROPERTY OWNER: ARCH Community Housing Trust

ARCHITECT: Martin Henry Kaplan, AIA

REQUEST: Pre-Application Design Review for the development of a new affordable housing project with 11 dwelling units

LOCATION: 140 & 180 N Leadville Avenue
(Ketchum Townsite: Block 22: Lots 3 & 4)

ZONING: Mixed-Use Subdistrict of the Community Core (CC-2 Zone)

OVERLAY: None

REVIEWER: Abby Rivin, AICP – Senior Planner

NOTICE: A courtesy notice for the public meeting on the project was mailed to all property owners within 300 feet of the project site on March 12, 2025. The notice was published in the Idaho Mountain Express on March 12, 2025.

EXECUTIVE SUMMARY

ARCH Community Housing Trust has submitted a Pre-Application Design Review for the proposed development of a new affordable housing project containing 11 dwelling units located at 140 & 180 N Leadville Avenue (the "subject property", see Figure 1). The subject property is comprised of two Ketchum townsite lots located at the southeast corner of North Leadville Avenue and East 2nd Street within the city's Mixed-Use Subdistrict of the Community Core (CC-2 Zone). Lot 3, located at 140 N

Leadville Avenue, has a total area of 5,504 square feet. Lot 4, located at 180 N Leadville, has a total area of 5,503 square feet. The total area of the subject property is 11,007 square feet.

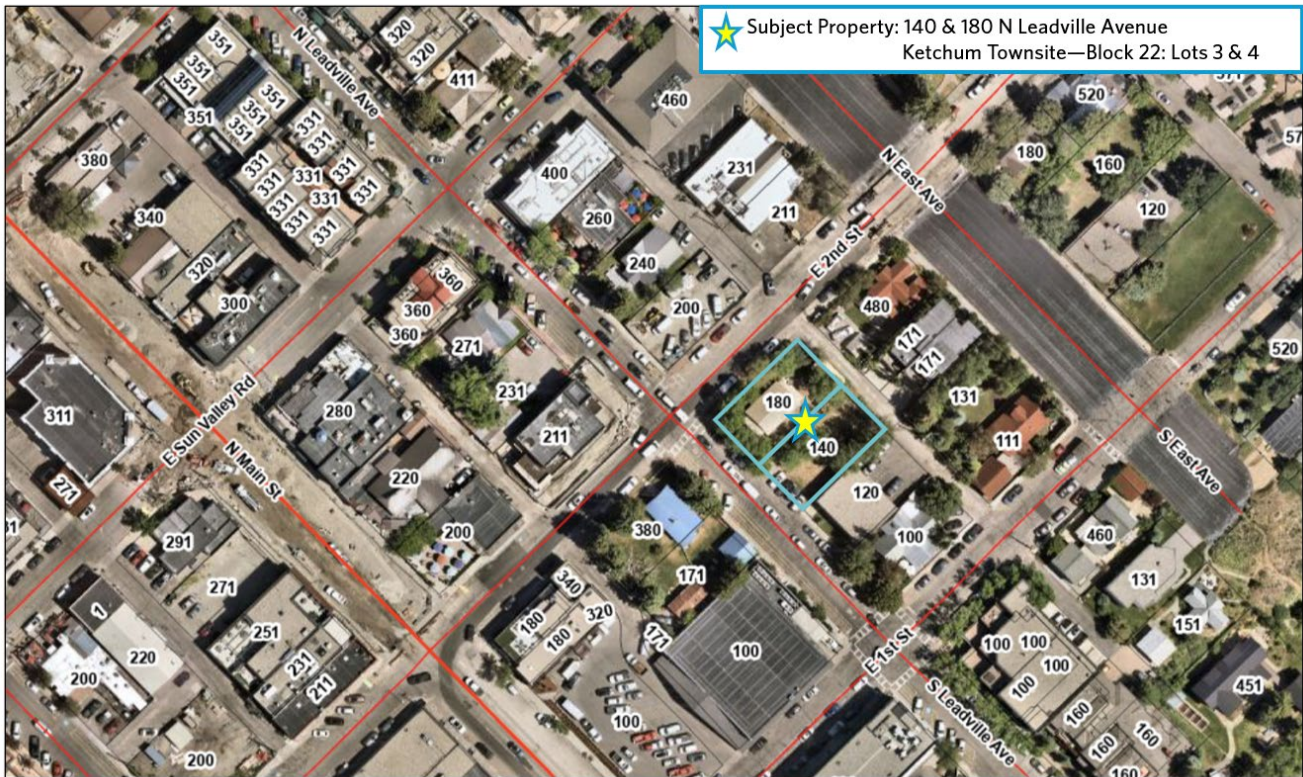


Figure 1: Subject Property Aerial Map

Lot 3 was previously developed with a historic building that was demolished in 2021 and is currently vacant. Lot 4 is developed with an existing historic home and a detached garage that encroaches into the Block 22 alleyway. The existing single-family home (see Figure 2) is designated as a historic structure and listed on the city’s Historic Building/Site List. The Planning and Building Department issued a building permit to rehabilitate the existing historic home in February of 2025. Pursuant to Ketchum Municipal Code (“KMC”) §17.20.050, “Normal repair and maintenance of structures on the historic building/site list is permitted.” The existing detached garage



Figure 2: Existing Historic Home at 180 N Leadville

that encroaches into the alley is proposed to be demolished.

The 140 & 180 N Leadville Ave ARCH Affordable Housing Project (the “project”) proposes to construct five new buildings. The Pre-Application Design Review submittal for project is included as Attachment A. As shown in Figure 3, the five new buildings include:

- three new three-story multi-family residential buildings connected by covered staircases,
- a new two-story building with a ground-level carport and a two-bedroom affordable housing unit on the second floor, and
- a new single-story carport.



Figure 3: Five New Buildings & Existing Historic Home

Building 1 and Building 2 have the same program and mirroring floor plans. Each floor contains one one-bedroom apartment. The ground-level apartments are 627 square feet, and the upper-level apartments are 651 square feet. The 6 apartments in Building 1 and Building 2 are not required to provide parking pursuant to Ketchum Municipal Code §17.125.040 as they are less than 750 square

feet in size. Building 3 contains three two-bedroom apartments. The ground-level apartment is 797 square feet, and the upper-level apartments are 820 square feet. The two-bedroom apartments and existing historic home generate a parking demand of four spaces.

While only four parking spaces are required, the applicant has provided one off-street parking space for each affordable housing unit. In the project narrative, the applicant explains, “Our design conclusion has been informed solely by the desire to provide a weather-protected parking place for each unit if possible.” The two carport buildings contain 11 off-street parking spaces accessed from the alley, storage spaces for each affordable housing unit, a bicycle storage area, and a garbage can staging area.

The project is subject to Pre-Application Design Review pursuant to KMC §17.96.010.D.1 as the property is greater than 11,000 square feet. Pre-Application Design Review is an opportunity for the Planning and Zoning Commission (the “Commission”) to give the applicant feedback on the proposed project. This preliminary review allows the Commission to ask questions, identify code compliance issues or design concerns, and provide recommendations to the applicant. As this is a Pre-Application meeting, there is no formal staff recommendation and no motion or action for the Commission to take at this time. Staff recommends the Commission provide feedback to the applicant after reviewing the Pre-Application Design Review submittal included as Attachment A, the applicant’s presentation, staff’s analysis, and public comment.

BACKGROUND

Process to Date

The Planning and Building Department received the 140 & 180 N Leadville Ave ARCH Affordable Pre-Application Design Review on February 3, 2025. The submittal was reviewed by all city departments and comments were provided to the applicant for review on March 13, 2025. Revisions in response to staff comments are not required for the Pre-Application process, and the applicant chose to proceed directly to meeting with the Commission without revising the project plans. All city department comments and feedback provided by the Commission will be addressed by the applicant upon submittal of the final Design Review application. Pursuant to KMC §17.96.010.D5, the applicant must file a complete Design Review application and pay all required fees within 180 calendars of the last Pre-Application Design Review meeting with the Commission, otherwise the Pre-Application will become null and void.

ANALYSIS

Pursuant to KMC §17.96.050.A, the Commission shall determine the following before granting Design Review approval:

1. The project does not jeopardize the health, safety or welfare of the public.
2. The project generally conforms with the goals, policies, and objectives of the adopted comprehensive plan.
3. The project conforms to all applicable standards and criteria as set forth in this chapter, this title, and any other standards as adopted or amended by the City of Ketchum from time to time.

Criteria 1 & Criteria 2: Public Health, Safety, and Welfare & Comprehensive Plan Conformance Future Land Use

The subject property is designated as Mixed-Use Commercial on the future land map of the 2104 Comprehensive Plan (“2014 Plan”). The Mixed-Use Commercial category promotes a wide range of

commercial and residential uses and mixed-use development. The 2014 Plan states that new development in mixed-use areas “should be oriented to streets and sidewalks” (page 69) and “should contain common public space features that provide relief to the density and contribute to the quality of the street” (page 69). The two new multi-family residential buildings that face Leadville Avenue are oriented towards the street and setback 7.5 from the front property line. Both buildings include front porch stoops that provide welcoming entrances to the two ground-floor apartments. The development includes multiple pathways that provide unobstructed access to the sidewalk along Leadville Avenue. While connected by a common exterior staircase, the three new three-story residential buildings are detached, which provide natural light and views through the three buildings. The development is characterized by a significant amount of open space that provides relief to the bulk and mass of the buildings.

Housing

In addition to encouraging a mixture of uses, the 2014 Plan promotes housing density downtown. Policy H-1.4 states, “Housing should be integrated into the downtown core and light industrial areas, and close to the ski bases” (page 20). Policy M-1.3 encourages housing density downtown to, “increase opportunities for walking, bicycling, and transit ridership and reduce vehicle trips” (page 42). In addition, the 2014 Plan encourages increasing the supply of affordable and attainable housing. Policy H-1.2 encourages local solutions to attainable housing for low-, moderate-, and median-income households. Policy H-1.3 encourages the integration of affordable housing in neighborhoods and supports, “the inclusion of affordable housing to provide diversity” (page 20).

The project will provide 11 new affordable housing within walking distance to jobs, retail stores, coffee shops, bars, and restaurants in the heart of downtown. Additionally, the project is located within walking distance to the Mountain Rides bus stop at the Visitor Center on Sun Valley Road and the bus stop at Main & 1st Streets, which provide access to all major transit routes connecting riders to other areas of Ketchum and the Wood River Valley.

Small-Town Character & Contextual Infill

Goal CD-1 of the 2014 Plan states, “Our community will preserve its small-town character and the distinct image of neighborhoods and districts” (page 26). Staff believes the project meets the following policies that the 2014 Plan provides to achieve this goal:

- **Policy CD-1.2 Preservation of Historic Buildings and Sites:** “Individual buildings and sites of historical, architectural, archaeological, or cultural significance should be identified and considered for protection.”
- **Policy CD-1.3 Compatible Infill and Redevelopment Projects:** “Infill and redevelopment projects should be contextually appropriate to the neighborhood and development in which they occur. Context refers to the natural and manmade features adjoining a development site; it does not imply a certain style” (page 26).
- **Policy CD-1.4 High-Quality Site Planning and Building and Landscape Design:** “Each new project should be well-designed and attractive, and should complement surrounding land uses and existing neighborhood character” (page 26).

While redevelopment has intensified to the north of the subject property across 2nd Street, Block 22 has not experienced the same degree of change. The most recent development in Block 22 was the construction of the duplex located across the alley to the east of the subject property in 2015. The three-story duplex is 35.75 feet in height, is 5,501 gross square feet, and has a total FAR of 0.99. Lee Gilman’s office is located north of the duplex at the corner of 2nd Street and East Avenue. The office

is a small, single-story building. The adjacent developments to the south of the subject property along Leadville Avenue include a two-story, 3,024-square-foot commercial building that was constructed in 1980 and a two-story, 2,538 square foot home that was constructed in 1946. The project is comparable in scale to the adjacent commercial building and the duplex across the alley. The proposed three-story buildings extend to a maximum height of 30'-9", which is 5 feet less than the duplex. Staff believes the project is contextually appropriate to the neighborhood and helps maintain the community's identity, small-town character, and sense of place by preserving the historic home.

Criteria 3: Zoning and Design Review Standards

Zoning and Dimensional Standards Analysis

Staff reviewed the project plans for applicable zoning and dimensional standards, including setbacks, building height, and FAR. Staff was unable to verify compliance with the dimensional standards required in the CC-2 Zone due to the level of detail in the Pre-Application drawing set. All zoning and dimensional standards will be reviewed again at the final Design Review stage to ensure the project complies with all requirements in the CC-2 Zone.

Design Review Analysis

Staff reviewed the project for conformance with Design Review standards and required improvements specified in KMC §17.96.060 and requirements for developments within the Community Core specified in KMC §17.96.070. Certain standards were unable to be verified by staff based on the level of information provided in the Pre-Application submittal. All Design Review standards will be reviewed by city departments again at the final Design Review stage to ensure the project complies with all requirements. The following analysis highlights key issues that staff has identified for the Commission's review and consideration.

Architectural Standards (KMC §17.96.060.F & KMC §17.96.070.B)

Pursuant to KMC §17.96.060.F.5, building walls shall provide undulation and relief to reduce the appearance of bulk and flatness. The three new three-story residential buildings are detached and connected by a covered external staircase. Staff believes this detached design provides relief to the mass of the three new residential buildings. IN addition, the façade design includes exterior material differentiation that provides visual relief. The front facades of the buildings include dark black/gray horizontal lap siding on the ground floor that is broken up by paned windows. The upper levels are comprised of smooth stucco that will be painted a natural beige color. The stucco is broken up by paned windows and black/dark gray board and batten vertical siding.

While Staff appreciates the visual interest provided by the exterior material differentiation, color contrast between the dark black/gray siding and lighter beige stucco, and paned windows, staff believes certain facades identified in Figure 4 appear flat and monotonous due to the height and length of certain portions of undifferentiated blank surfaces. Staff recommends the applicant consider modifications to reduce the appearance of bulk and flatness and provide more light, shadow, and texture to the façade design. In addition, staff recommends the applicant consider

providing decks or balconies/Juliet balconies for the upper-level apartments to help animate the façade and provide private open space for tenants.

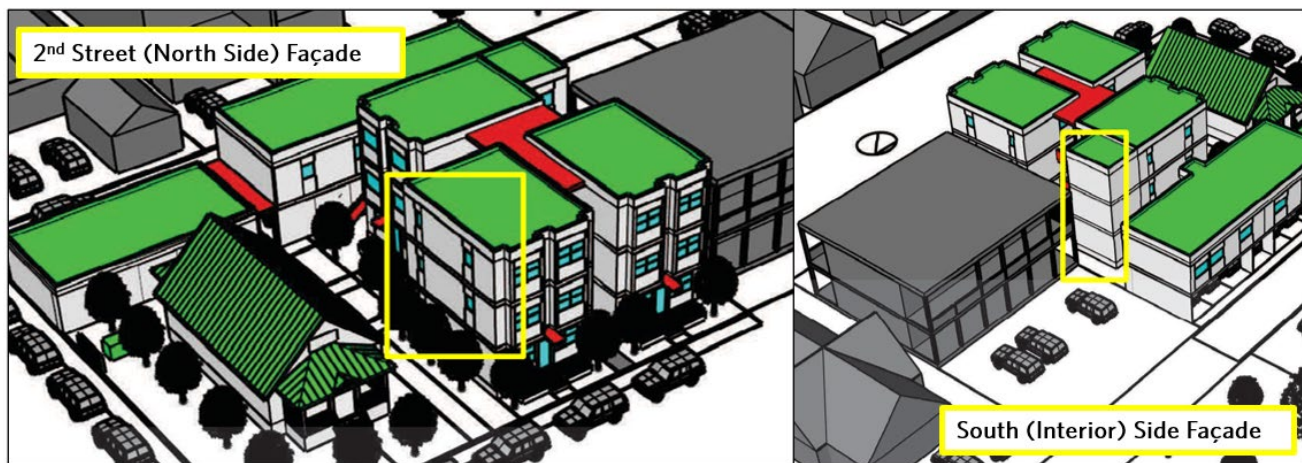


Figure 4: Flat Facades

Pedestrian Amenities

The project is required to provide public amenities pursuant to KMC §17.96.060.J1, which states, “Where sidewalks are required, pedestrian amenities shall be installed.” The project is characterized by open space areas, trees, and pedestrian pathways that are provided between the five buildings. The project has an opportunity to provide an activated, pedestrian-friendly experience at the street corner. Staff recommends the applicant incorporate a public gathering space and provide site furnishings like benches, seating/tables, bike racks, or other similar amenities at the street corner.

Garbage Service Area & Electrical Equipment

Pursuant to KMC §17.96.070.C1, “Trash disposal areas and shipping and receiving areas shall be located within parking garages or to the rear of buildings. Trash disposal areas shall not be located within the public right-of-way and shall be screened from public views.” As shown on sheet A.2 of the project plans, alcoves for each apartment’s individual garbage bins are provided next to the storage areas in the carport buildings. In addition, a garbage can staging area is provided in the south carport building.

New downtown developments are encouraged to utilize a consolidated dumpster so that individual trash bins are not left lingering within the public right-of-way; however, the space required for a dumpster accessed off the alley would decrease the number of off-street parking spaces provided on site. Staff appreciates that the project provides one parking space and storage area for each affordable housing unit. Clear Creek disposal offers a special service to transport the bins to and from the garbage can staging area. Utilizing this special service would help ensure that trash bins are not left lingering in the alley. Staff recommends the applicant consider removing the individual garbage bin alcoves from the carport buildings as the garbage can staging area accommodates all 11 bins. This change would minimize garbage bin transport to and from the staging area and provide more space for storage.

Pursuant to KMC §17.96.070.C2, “Roof and ground mounted mechanical and electrical equipment shall be fully screened from public view. Screening shall be compatible with the overall building design.” As shown on sheet A.2 of the project plans, a new transformer is proposed to be installed

by the 2nd Street sidewalk. While new transformers are encouraged to be located along the alley, the proposed siting of the new transformer accommodates more space for off-street parking. As the proposed transformer is surrounded by an open space buffer on all sides, staff believes there is sufficient area to fully screen the transformer from public view along the sidewalk.

STAFF RECOMMENDATION

As this is a Pre-Application meeting, there is no recommendation from staff and no action by the Planning and Zoning Commission. Staff requests the Commission provide feedback to the applicant on the design, the issues identified in the staff report, and any other items the Commission deems relevant to the proposed project.

ATTACHMENTS:

- A. 140 & 180 N Leadville Ave ARCH Affordable Housing Project Pre-Application Design Review Submittal
- B. Public Comment

Attachment A

140 & 180 N Leadville Ave
ARCH Affordable Housing
Project

Pre-Application Design Review
Submittal



City of Ketchum
Planning & Building

Pre-Application Design Review

OFFICIAL USE ONLY

File Number:

Date Received:

By:

Pre-Application Fee Paid:

Design Review Fee Paid:

By:

Submit completed application and documentation to planningandbuilding@ketchumidaho.org. If you have questions, please contact the Planning and Building Department at (208) 726-7801. Design Review criteria, zoning regulations, and development standards are specified in Title 17 of Ketchum Municipal Code, which may be viewed by clicking the link [here](#). You will be contacted and invoiced once your application package is complete.

APPLICANT INFORMATION

Project Name: ARCH-N Leadville & E 2nd (working title)	Phone: 208-721-7949
Owner: ARCH COMMUNITY HOUSING TRUST, INC	Mailing Address:
Email: michelle@archbc.org	PO BOX 3569 HAILEY ID 83333
Architect/Representative: MARTIN HENRY KAPLAN, AIA	Phone: 206-972-9972
Email: mnhk@martinhenrykaplan.com	Mailing Address:
Architect License Number: AR-984567	PO BOX 482, KETCHUM ID 83340
Engineer of Record: Not engaged as of this date	Phone: N/A
Email: N/A	Mailing Address:
Engineer License Number: N/A	N/A
Primary Contact Name and Phone Number: Marty Kaplan, 206-972-9972	

PROJECT INFORMATION

Legal Land Description: BLOCK 22, LOTS 3 & 4		Street Address: 140-180 N LEADVILLE AVE		
Lot Area (Square Feet): 11,007	Zoning District: CC2	RPK #: 00000220040 / 00000220030		
Overlay District:	☐ Floodplain	☐ Avalanche	☐ Mountain	☒ None
Type of Construction:	☒ New	☐ Addition	☐ Remodel	☐ Other
Anticipated Use: AFFORDABLE HOUSING 100%		Number of Residential Units: 12		

GROSS FLOOR AREA

	Proposed	Existing	180 N Leadville House
Basements	0 Sq. Ft.	294	Sq. Ft.
1 st Floor	Bldg A/627, B/627, C/796	936	Sq. Ft.
2 nd Floor	Bldg A/651, B/651, C/820, D.1336		Sq. Ft.
3 rd Floor	Bldg A/651, B/651, C/820		Sq. Ft.
Mezzanine	Carport	2,367.4	Sq. Ft.
Total	7,630.0	1,230	Sq. Ft.

FLOOR AREA RATIO

Community Core: 2.25 Afford. Housing	Tourist:	General Residential-High:
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BUILDING COVERAGE/OPEN SPACE

Percent of Building Coverage: 47.5%

DIMENSIONAL STANDARDS/PROPOSED SETBACKS

Front: 140-7'6" 180-18'2"	Side: 140-7.4' average	Side: 180-13' average	Rear: 3'
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Building Height:

OFF STREET PARKING

Parking Spaces Provided: 11 Covered	Curb Cut: Alley	Sq. Ft.	% 100% Alley
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The Applicant agrees in the event of a dispute concerning the interpretation or enforcement of the Design Review Application in which the city of Ketchum is the prevailing party, to pay the reasonable attorney fees, including attorney fees on appeal and expenses of the city of Ketchum. I, the undersigned, certify that all information submitted with and upon this application form is true and accurate to the best of my knowledge and belief.

January 15, 2025

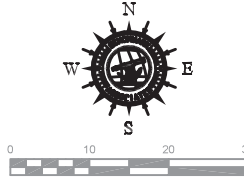
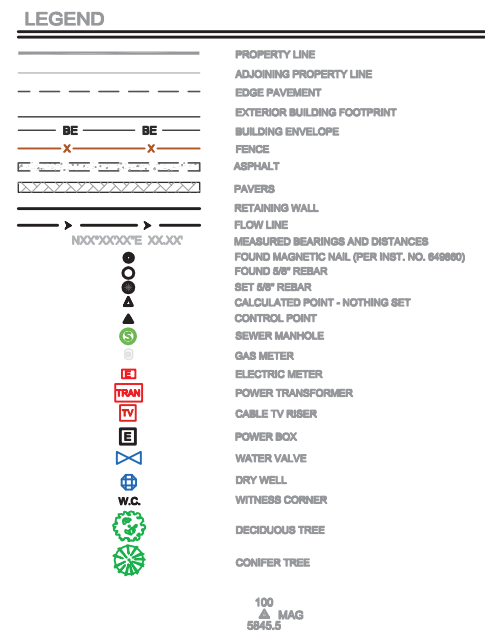
Signature of Owner/Representative

Date

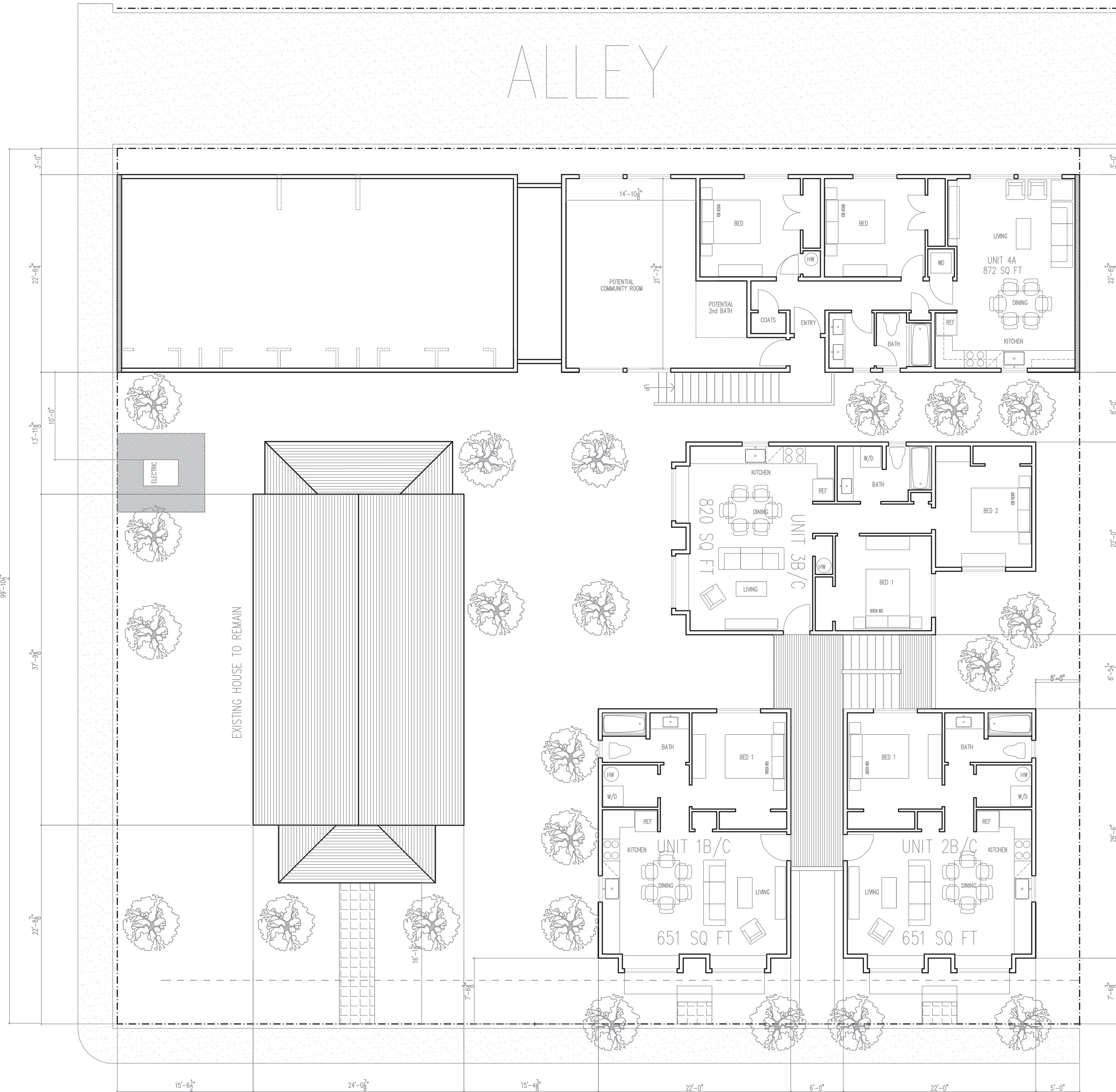
PRE-APPLICATION DESIGN REVIEW SUBMITTAL CHECKLIST

A Pre-Application Design Review submittal shall include the materials listed in the following table in digital format. Please fill out the checklist in the table below and include the sheet number(s) where the required submittal material may be found in the project plan set. The applicant may elect to provide more details, additional plan sheets, and other supplemental materials not listed in the checklist at their discretion.

PRE-APPLICATION DESIGN REVIEW SUBMITTAL CHECKLIST		
Submitted by Applicant	Plan Sheet Number(s)	Pre-Application Required Materials
☒	N/A	Project Narrative: A project narrative describing the approach and concept of the project and how the project meets the applicable design review criteria. <i>(narrative shall include a response to each applicable criteria)</i>
☒		Conceptual Site Plan: A conceptual site plan showing proposed on and off-site improvements. Site plan shall include conceptual landscaping and public amenities. Detailed plant list not required.
☒		Conceptual Elevations and Floor Plans: Elevations and floor plans for all facades and all levels shall be provided. Elevations shall depict materiality, however, colored renderings not required.
☒		Conceptual Materials and Color Palette: Materials and colors sample board shall be provided for all facades. Photos of materials, representative imagery, and other digital representation of concept is acceptable. Specifications of materials and colors are not required.
☒		3D Perspectives: A minimum of two perspectives, one from a street view and one from bird's eye view, showing the massing of the proposed project within the context of the surrounding neighborhood. Adjacent properties and structures must be included. Full color renderings or photo-realistic perspectives are not required.



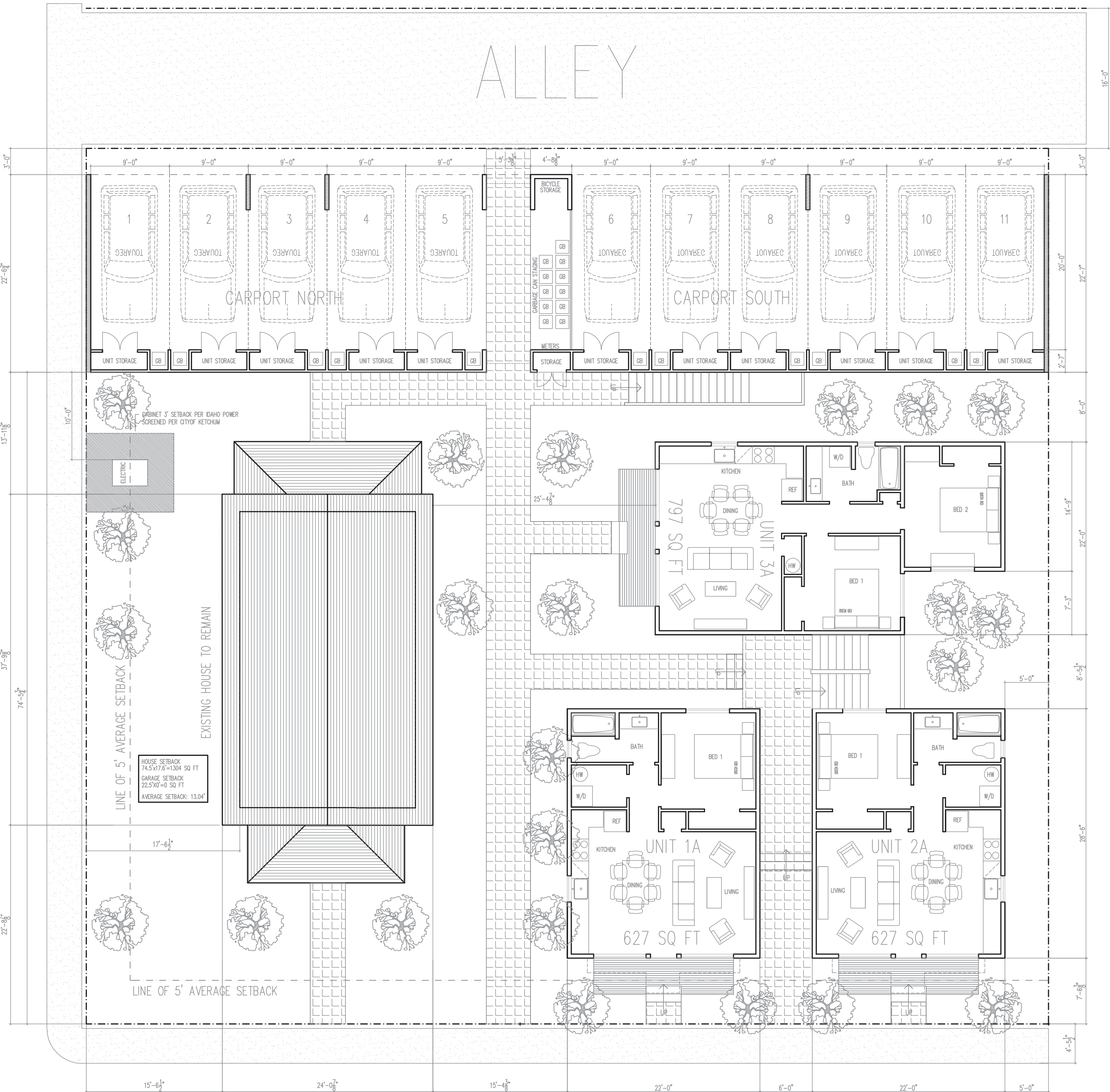
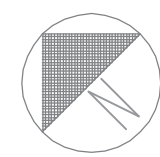
A.1



180

140

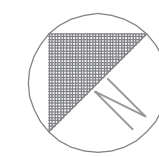
LEADVILLE
LEVELS 2 & 3



180

140

LEADVILLE
GROUND FLOOR



BUILDING A: 1,931 SQ FT GROSS LIVING AREA
BUILDING B: 1,931 SQ FT GROSS LIVING AREA
BUILDING C: 2,438 SQ FT GROSS LIVING AREA
BUILDING D: 1,356 SQ FT GROSS LIVING AREA
EXISTING HOUSE: 910 SQ FT GROSS LIVING AREA
GROSS LIVING AREA SQ FT PROPOSED: 8,566 SQ FT
FAR ALLOWED 2.25 (17,124.040 AFFORDABLE HOUSING 100% 24,765.75 SQ FT
FAR PROPOSED: .77
CARPORT: 2,334 SQ FT

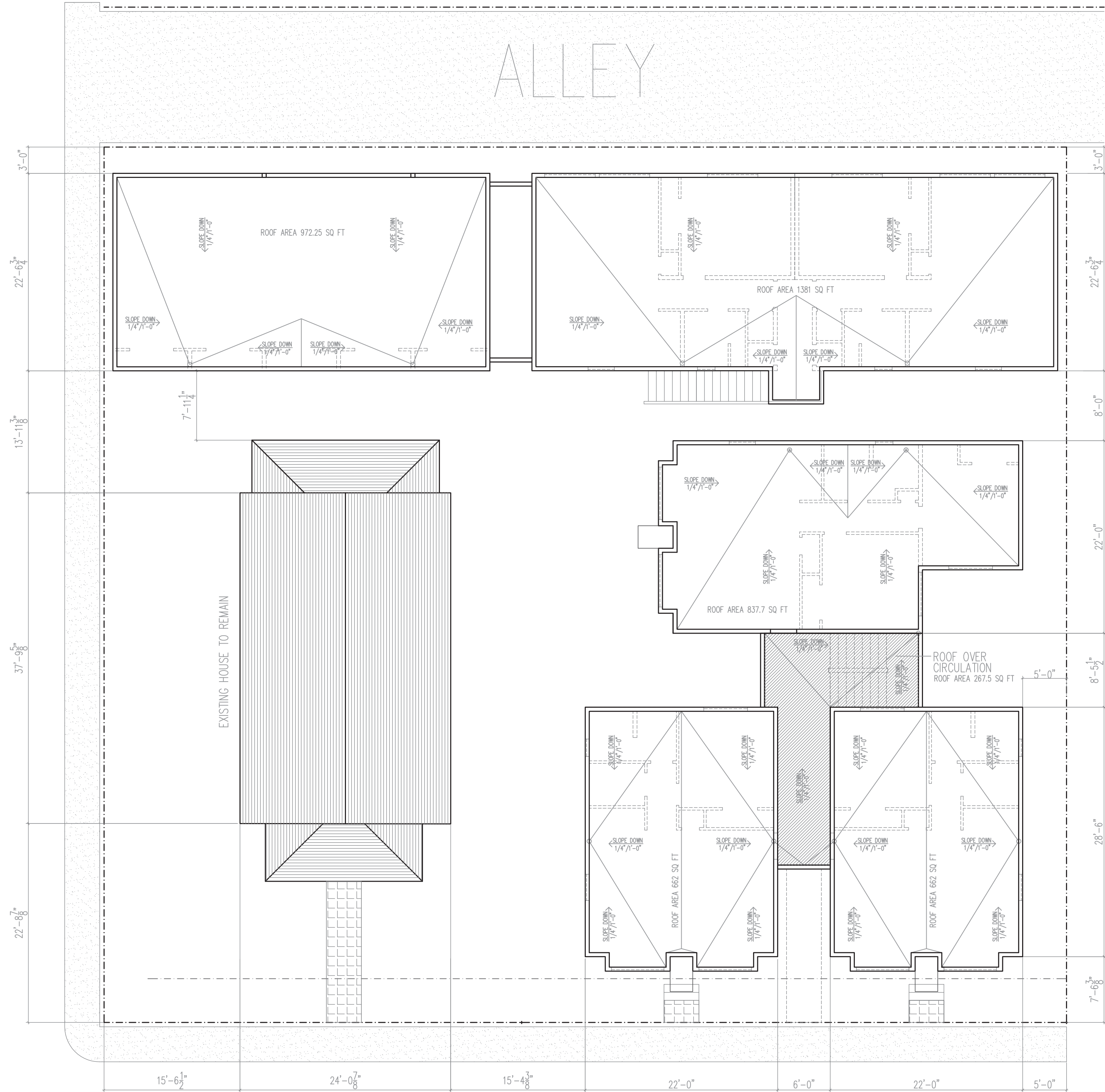
PROPOSED BUILDING HEIGHT: 34.0' (52' ALLOWED PER 17.12.040 100% COMMUNITY HOUSING)

ARCH - N LEADVILLE & E 2ND
AN AFFORDABLE HOUSING PROJECT
140-180 N LEADVILLE, KETCHUM ID 83340

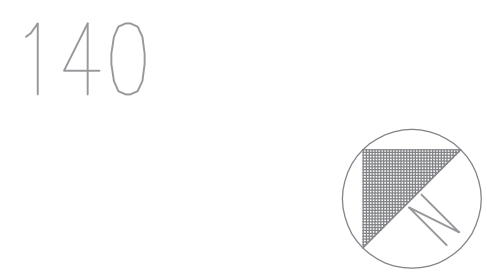
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8	PRE DES REV APP	01.11.25
7	PRE DES REV APP	01.07.25
4	PRE PLNG MTG C	10.25.24
3	PRE PLNG MTG B	10.07.24
2	PRE PLNG MTG	08.02.24
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A.2

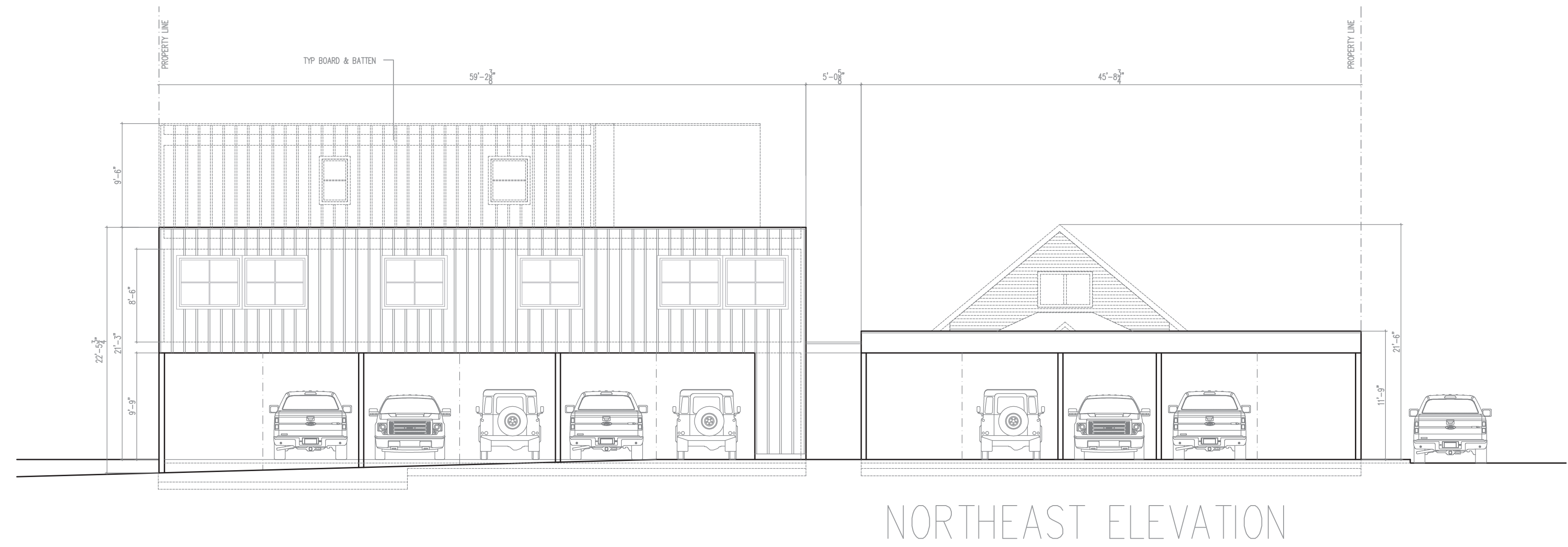
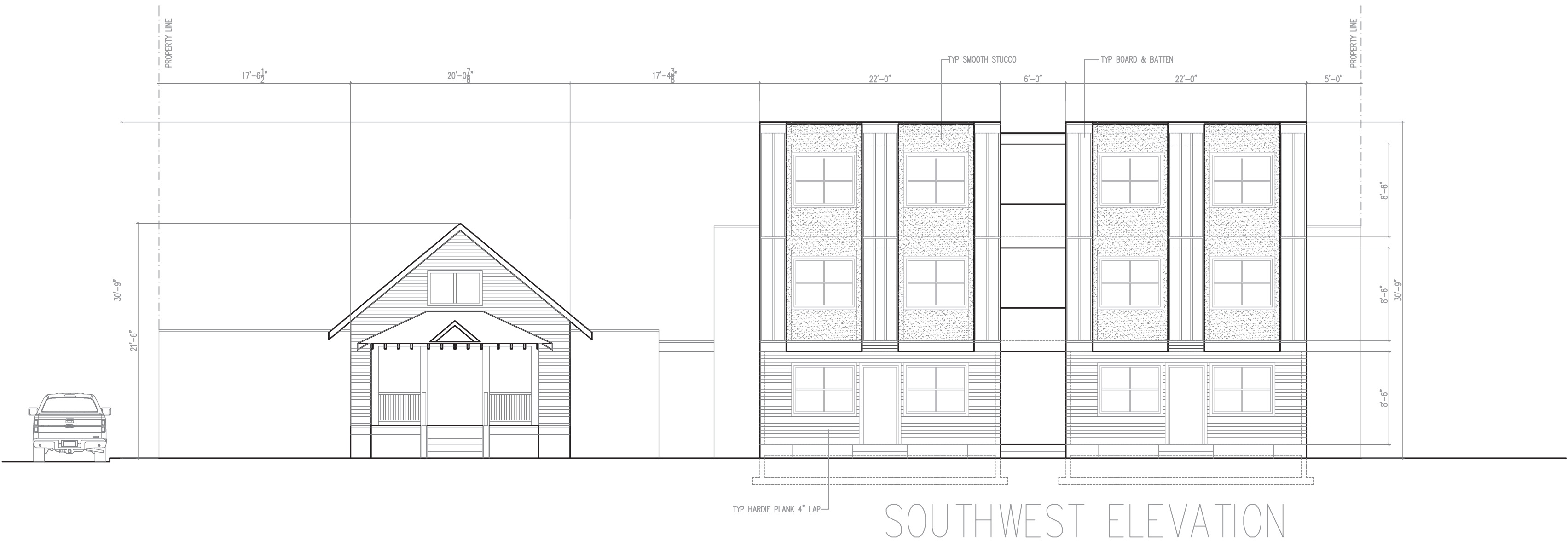
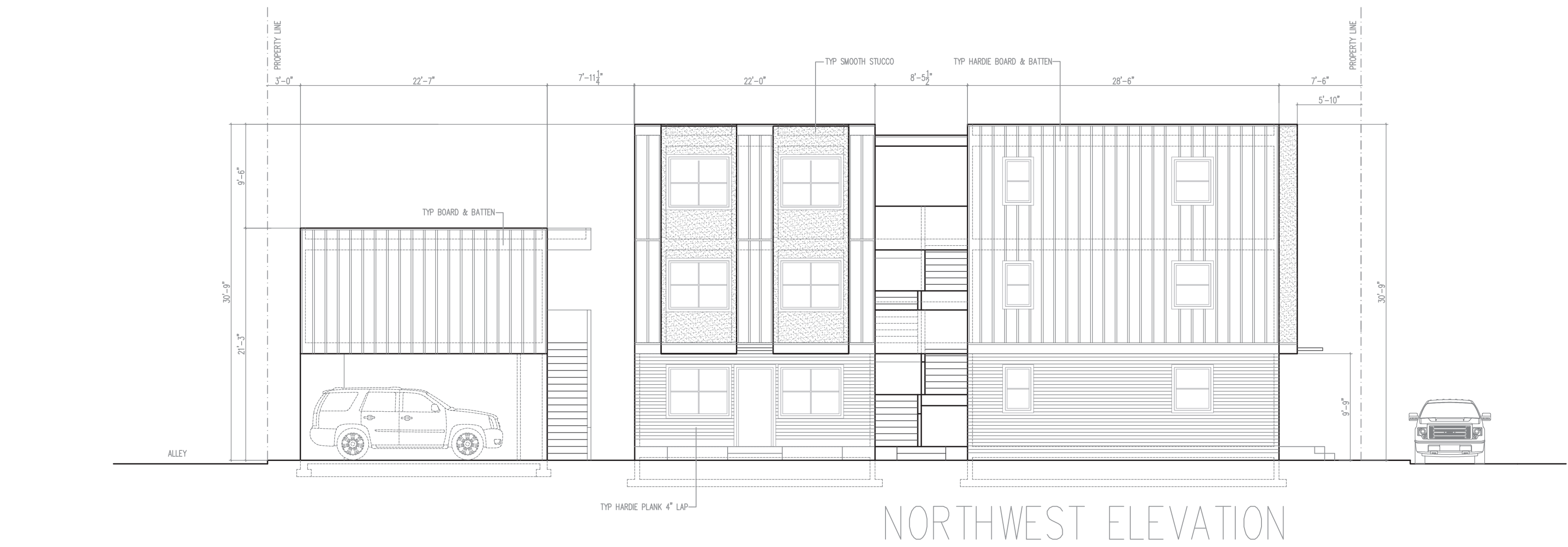


180
LEADVILLE
ROOF PLAN/CRICKETS



ARCH -N LEADVILLE & E 2ND
AN AFFORDABLE HOUSING PROJECT
140-180 N LEADVILLE, KETCHUM ID 83340

NO.	DESCRIPTION	DATE
7	PRE DES REV APP	01.07.25
4	PRE PLNG MTG C	10.25.24
3	PRE PLNG MTG B	10.07.24
2	PRE PLNG MTG	08.02.24
I S S U E S		



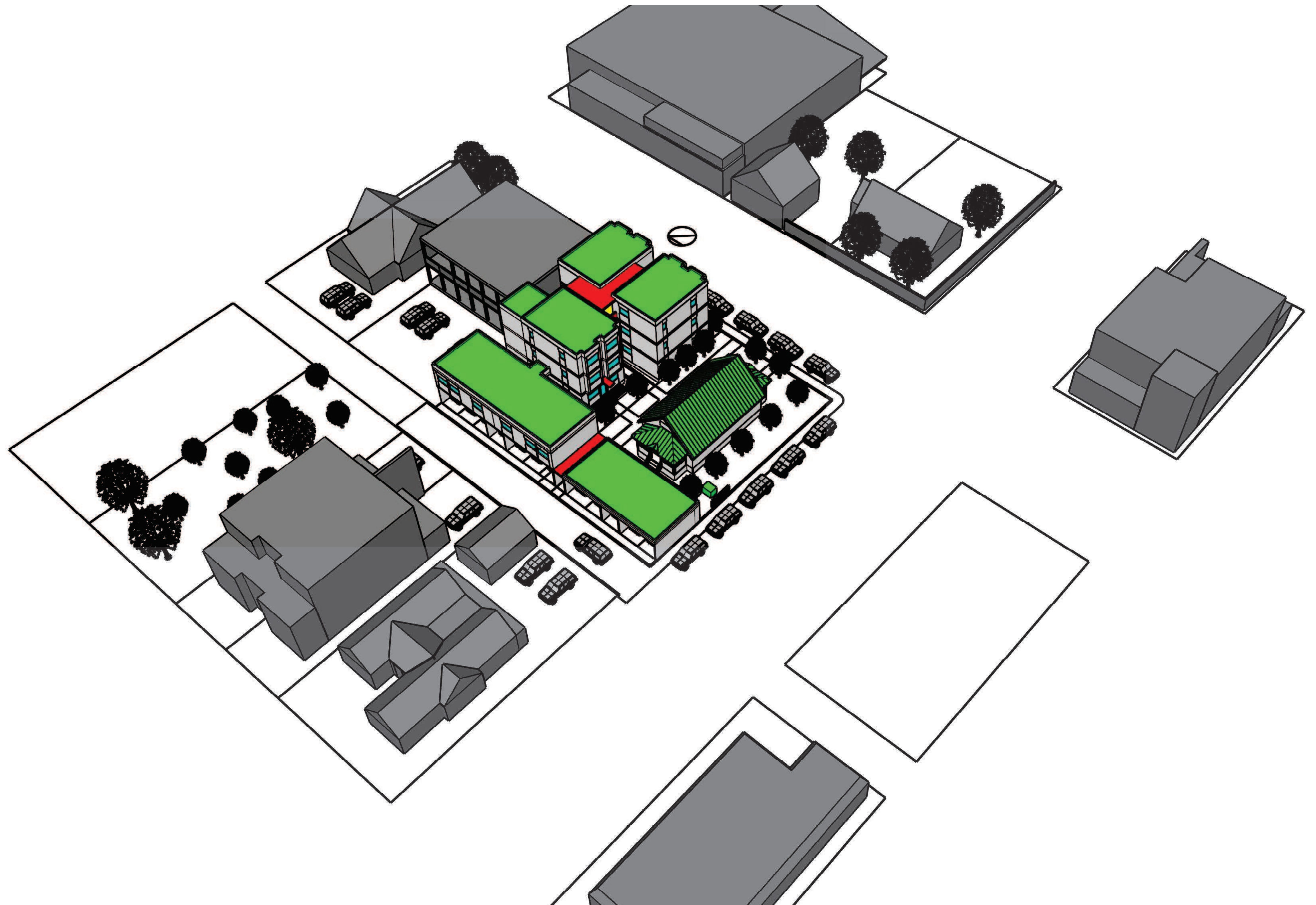
ARCH - N LEADVILLE & E 2ND
AN AFFORDABLE HOUSING PROJECT
140-180 N LEADVILLE, KETCHUM ID 83340

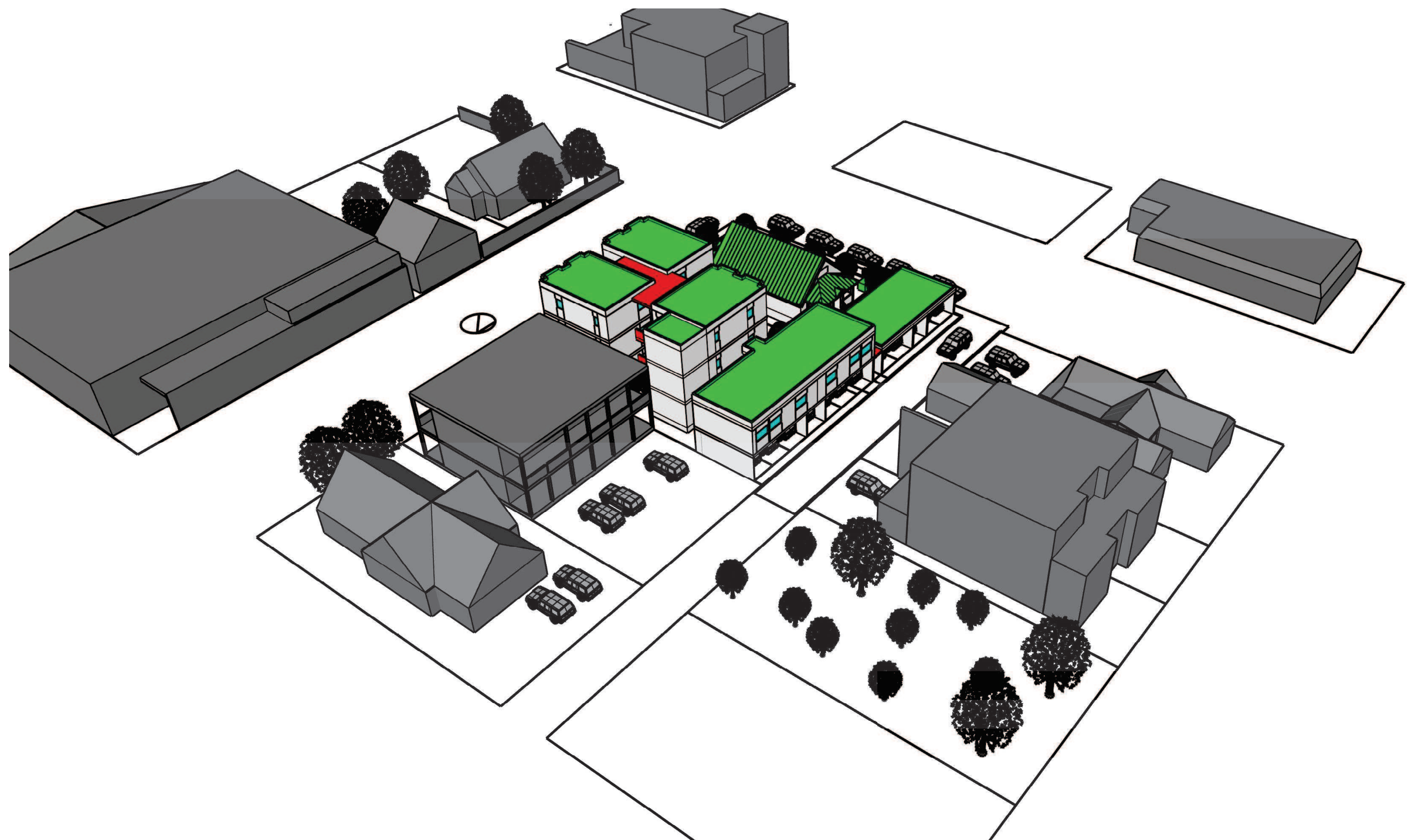
NO.	DESCRIPTION	DATE
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4	PRE PLNG MTG C	10.25.24
3	PRE PLNG MTG B	10.07.24
2	PRE PLNG MTG	08.02.24
1		

DRAWN BY: MHK
SCALE: 1/8"=1'-0"

A.4











MARTIN HENRY KAPLAN, ARCHITECTS AIA

K E T C H U M , I D A H O

251 Hillside Drive, Unit West Post Office Box 482 Ketchum, Idaho 83340 T: 206.682.8600 mhk@martinhenrykaplan.com

Pre-Design Review Application

Date: 14 January 2025
Project: Arch Community Housing - A 11 Unit 100% Affordable Housing Development (Michelle Griffith, ED)
Address: 140/180 N Leadville, Ketchum ID 83340
Zoning: CC2
Architect: Martin Henry Kaplan, Architect AIA,

Pre-Application Design Review Submittal Checklist

Project Narrative: A project narrative describing the approach and concept of the project and how the project meets the applicable design review criteria. *(narrative shall include a response to each applicable criteria)*

1. Project Narrative

We propose to develop 140 and 180 N Leadville with 11 units of 100% affordable housing. 140 N Leadville has an existing home, storage shed and small garage on site. The home is landmarked and will remain. 180 N Leadville is a vacant lot upon which we will construct 10 units.

We have been working with Morgan Landers, Planning and Building Director, throughout our project development process. In addition, we met with Seth from the Ketchum Fire Department to confirm interpretations, as we did with Eric, City of Ketchum Building Inspector. Morgan has approved our plans to remove the garage and storage shed and rehabilitate the existing house, under a separate permit that has already been submitted. We will combine the two lots and develop 11 parking places within a weather-protected carport off the alley. All the parking shall be provided off the alley and stretch from property line to property line. We have sited the carports to replace the shed and garage located at the rear of site 140.

In respecting the land use code and relative criteria, we have endeavored to compose a relatively low scale open site plan with new structures that respect the existing house and preserve existing trees where possible / recommended by the City arborist and replace where trees are removed. Note: we met with the city arborist and will preserve and replace trees as directed by him.

The project includes building five new structures including two three-story, one-bed unit structures off N Leadville connected via covered decks and stairway to one three-story, two-bed unit building behind. In addition to two carport structures, we will provide one two-bed unit above the southeast garage.

The Alley, curb, gutter and sidewalk improvements will be the subject of a funding request to the KURA.

We will improve the existing landscape to 140 and combine new trees and groundcover over the entire site. The interior circulation pathways shall be hardscape as shown on the site plan.

The completed project fits well below every zoning restriction as depicted on the plans. Our design conclusion has been informed solely by the desire to provide a weather-protected parking place for each unit if possible.

17.96.050 Criteria, conditions, and security

1. The project will not jeopardize the health, safety or welfare of the public.
2. The project generally conforms with the goals, policies, and objectives of the adopted comprehensive plan.
3. The project conforms to all applicable standards and criteria as set forth in this chapter, this title, and any other standards as adopted or amended by the of Ketchum from time to time

Conceptual Site Plan: A conceptual site plan showing proposed on and off-site improvements. Site plan shall include conceptual landscaping and public amenities. Detailed plant list not required.

1. See plan sheets A.1, A.2, and A.3
2. Sheet A.1 is Benchmark's existing site survey showing the house, shed, and garage on 140.including a few trees that we may endeavor to save.
3. Sheet A.2 and A.3 are site plans including floor plans and site circulation paths, together with added trees that have been approved by the city arborist.

Conceptual Elevations and Floor Plans: Elevations and floor plans for all facades and all levels shall be provided. Elevations shall depict materiality, however, colored renderings not required.

1. Shet A.4 contains 3 site elevations that depict the Leadville elevation, a slice thru the middle of the site, and an alley elevation of the structures.
2. Materials are called out but basically, we want to provide an envelope composition that is consistent throughout the project and visually ties all the building together.

Conceptual Materials and Color Palette: Materials and colors sample board shall be provided for all facades. Photos of materials, representative imagery, and other digital representation of concept is acceptable. Specifications of materials and colors are not required.

1. We have included a sample board illustrating the color and finish of all materials.
2. We have also included photographic illustrations to serve as examples of materials, details, and finish,

3D Perspectives: A minimum of two perspectives, one from a street view and one from bird's eye view, showing the massing of the proposed project within the context of the surrounding neighborhood. Adjacent properties and structures must be included. Full color renderings or photo-realistic perspectives are not required.

1. Sheet A.5 is a bird's eye perspective taken above the corner of N Leadville and E 2nd. It includes the massing of the set within the neighborhood context of adjacent and nearby structures.
2. Sheet A.6 is a street view eye-level perspective from the same corner of N Leadville and E 2nd. It includes the massing of the set within the neighborhood context of adjacent and nearby structures.
3. Sheet A.7 is an aerial bird's eye perspective taken above the alley entrance from the NE. It includes the massing of the set within the neighborhood context of adjacent and nearby structures.

Preapplication Design Review Standards

Preapplication review is required for all new non-residential and multi-family residential developments with four or more stories and all new developments on a lot or lots totaling 11,000 square feet or more. Applicants of projects exempt from preapplication design review may request a preapplication design review at their discretion.

Please note that projects that conducted a Pre-Application Design Review meeting with the Planning & Zoning Commission, as required or voluntary, must file a complete Design Review application and pay all required fees within 180 calendar days of the last review meeting on the Pre-Application with the Commission, otherwise the Pre-Application review will become null and void.

The purpose of pre-application review is to allow the Commission to exchange ideas and give direction to the applicant on the "design concept", keeping in mind the purpose of this chapter and the application of the evaluation standards.

Design Review Evaluation Standards (answers addressed below inline in RED)

17.96.060: Improvements and Standards

A. Streets:

1. The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development. **Yes**
2. All street designs shall be approved by the City Engineer. **Yes**

B. Sidewalks:

1. All projects under 17.96.010(A) that qualify as a "Substantial Improvement" shall install sidewalks as required by the Public Works Department. **Yes, sidewalk improvements shown on A.2, A.3**
2. 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. **Yes**
3. Sidewalks may be waived if one of the following criteria is met:
 - i. The project comprises an addition of less than two hundred fifty (250) square feet of conditioned space.
 - ii. 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.
4. 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. **Yes, sidewalk improvements shown on A.2, A.3**
5. 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. **Yes, sidewalk improvements shown on A.2, A.3**
6. 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.

C. Drainage:

1. All storm water shall be retained on site. **Yes, clarification from city engineer**
2. Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street. **Yes, clarification from city engineer**
3. The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site. **Yes, clarification from city engineer**
4. Drainage facilities shall be constructed per city standards. **Yes, clarification from city engineer**

D. Utilities:

1. All utilities necessary for the development shall be improved and installed at the sole expense of the applicant. **Yes, clarification from city engineer**
2. Utilities shall be located underground and above-grade utility, power and communication equipment within the development site shall be concealed from public view. **Yes, Idaho Power approved the location of our transformer cabinet off E2nd understanding that we will provide approved screening.**
3. 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. **Yes**

E. Compatibility of Design:

1. The project's materials, colors and signing shall be complementary to the townscape, surrounding neighborhoods and adjoining structures. **Yes**
2. 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. **Yes, the house at 140 will be preserved and rehabbed per permit submitted**
3. 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.

F. Architectural:

1. Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined. **Yes, see sheet A.2 for the circulation plan**
2. The building character shall be clearly defined by use of architectural features. **Yes, refinement to come**
3. There shall be continuity of materials, colors and signing within the project. **Yes, we will tie the structures together utilizing a continuity of materials and colors.**
4. Accessory structures, fences, walls, and landscape features within the project shall match or complement the principal building. **Yes**
5. Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness. **Yes, structures are modulated and scaled to reduce bulk**
6. Building(s) shall orient towards their primary street frontage. **Yes, see sheets A.2, A.3, A.4, and perspective drawings**
7. Garbage storage areas and satellite receivers shall be screened from public view and located off alleys. **Yes, see sheet A.2**
8. 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. **Yes, see sheets A.2, A.3, A.4 and perspectives.**

G. Circulation Design:

1. Pedestrian, equestrian, and bicycle access shall be located to connect with existing and anticipated easements and pathways. **Yes, we will locate bicycle storage near garbage storage in garage**
2. 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. **Yes**
3. 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.
4. 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. **Yes, No curb cuts, vehicular access via alley**
5. Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.

H. Snow Storage:

1. Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas. **Yes, snow will be removed from site as allowed**
2. Snow storage areas shall be provided on-site. **Yes, snow will be removed from site as allowed**
3. 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. **Yes, snow will be removed from site as allowed**
4. In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed. **Yes**

I. Landscaping:

1. Landscaping is required for all projects. **Yes, in addition, we have met with the city arborist and will preserve and replace trees as directed by him.**
2. 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. **Yes, we will develop the landscape plan to reflect and enhance the existing neighborhood and Ketchum character**
3. All plant species shall be drought tolerant. Native species are recommended but not required. **Yes**
4. 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. **Yes**

J. Public Amenities:

1. 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 be approved by the Public Works Director prior to design review approval from the Commission. **Yes**

17.96.070: Community Core (CC) Projects

In addition to the requirements of section 17.96.060, unless otherwise specified, the below standards apply to projects in the Community Core district.

A. Streets:

1. Street trees, streetlights, street furnishings, and all other street improvements shall be installed or constructed as determined by the Public Works Department. **Yes**
2. Street trees with a minimum caliper size of three inches (3"), shall be placed in tree grates. **Yes**
3. Due to site constraints, the requirements of this subsection A may be modified by the Public Works Department. **Yes**

B. Architectural:

1. Facades facing a street or alley or located more than five (5') feet from an interior side property line shall be designed with both solid surfaces and window openings to avoid the creation of blank walls and employ similar architectural elements, materials and colors as the front façade. **Yes, we have endeavored to do so even providing street related units with stoops that open to Leadville**
2. For nonresidential portions of buildings, front building facades and facades fronting a pedestrian walkway shall be designed with ground floor storefront windows and doors with clear transparent glass. Landscaping planters shall be incorporated into facades fronting pedestrian walkways.
3. For nonresidential portions of buildings, front facades shall be designed to not obscure views into windows.
4. Roofing forms and materials shall be compatible with the overall style and character of the structure. Reflective materials are prohibited. **Yes, we have respected the local and immediate vocabularies**
5. All pitched roofs shall be designed to sufficiently hold all snow with snow clips, gutters and downspouts. **Yes, we will provide snow clips, gutters and downspouts on the existing home**
6. Roof overhangs shall not extend more than three (3') feet over a public sidewalk. Roof overhangs that extend over the public sidewalk shall be approved by the Public Works Director. **Yes, none extend over the public sidewalk**

7. Front porches and stoops shall not be enclosed on the ground floor by permanent or temporary walls, windows, window screens, or plastic or fabric materials. Yes, see sheets A.2, and perspectives

C. Service Areas and Mechanical/Electrical Equipment:

1. Trash disposal areas and shipping and receiving areas shall be located within parking garages or to the rear of buildings. Trash disposal areas shall not be located within the public right of way and shall be screened from public views. Yes, see sheet A.2
2. Roof and ground mounted mechanical and electrical equipment shall be fully screened from public view. Screening shall be compatible with the overall building design. Yes, the electrical transformer cabinet shall be screened as noted – see sheet A.2

D. Landscaping:

1. When a healthy and mature tree is removed from a site, it shall be replaced with a new tree. Replacement trees may occur on or off site. Yes, city arborist has approved our plans
2. Trees that are placed within a courtyard, plaza or pedestrian walkway shall be placed within tree wells that are covered by tree grates. Yes
3. The city arborist shall approve all parking lot and replacement trees. Yes

E. Surface Parking Lots:

1. Surface parking lots shall be accessed from off the alley and shall be fully screened from the street. Yes, see sheet A.2. A.4 and perspectives
2. Surface parking lots shall incorporate at least one (1) tree and one (1) additional tree per ten (10) onsite parking spaces. Trees shall be planted in landscaped planters, tree wells and/or diamond shaped planter boxes located between parking rows. Planter boxes shall be designed so as not to impair vision or site distance of the traveling public. N/A
3. Ground cover, low lying shrubs, and trees shall be planted within the planters and planter boxes. Tree grates or landscaping may be used in tree wells located within pedestrian walkways. Yes

F. Bicycle Parking:

1. One (1) bicycle rack, able to accommodate at least two (2) bicycles, shall be provided for every four (4) parking spaces as required by the proposed use. At a minimum, one (1) bicycle rack shall be required per development on private property. Bike racks shall not be located in the public right-of-way. Yes, see sheet A.2
2. When the calculation of the required number of bicycle racks called for in this section results in a fractional number, a fraction equal to or greater than one-half (1/2) shall be adjusted to the next highest whole number. Yes
3. Bicycle racks shall be clearly visible from the building entrance they serve and not mounted less than fifty (50') feet from said entrance or as close as the nearest non-ADA parking space, whichever is closest. Yes

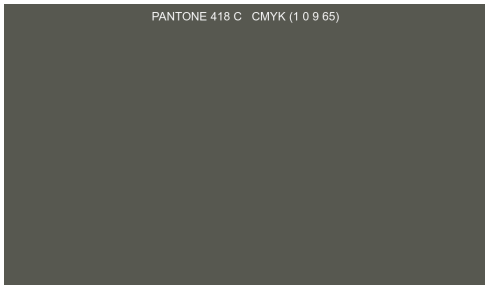
Material Samples

- A. Board and Batten – Hardie or equal, smooth finish and similar color, same color for windows and trim



Pantone 419

Alternate



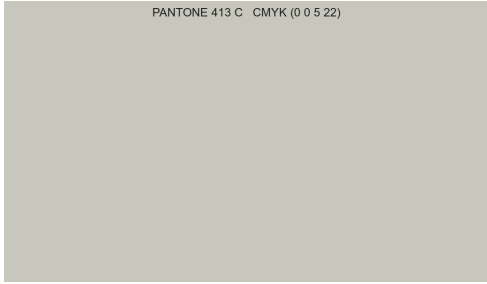
Pantone 418



B. Lap Siding – 3.5”-4” Lap – not color - Same color as Board and Batten



C. Smooth Finished Stucco on window seat projections as shown on Plan sheet A.4.



Pantone 413 or equal – Natural Stucco smooth finish

D. Existing House: Paint siding, and window, and rim to match existing.

Attachment B
Public Comment



(No subject)

From Marty Albertson <albertsonmarty@gmail.com>

Date Wed 3/19/2025 12:03 PM

To Abby Rivin <ARivin@ketchumidaho.org>

Hi Abby...

Below is a copy and pasted version. Does this work ?

Thanks

Marty

Dear Members of the Planning and Zoning Commission,
I am writing in support of the application by ARCH Community Housing Trust to construct 11 new units of workforce housing at 140 Leadville. As the owner of a local business, I can attest to the need for housing for the workforce. In addition to providing possible housing options for our employees, this development will house 11 households who, if paying affordable rents, will be able to support local businesses. I also applaud the on-site parking proposed for this development.
I disagree with the comments in the staff report that seem to encourage a design which is more similar to the old home on the adjacent lot. Why would the city expect construction to mirror the home next door? And, why the home to the north? Why not expect the new construction to mirror the old building to the south of the subject parcel? From elected officials to city staff, the continual message is that affordable housing is a critical need. I urge you to support this application as presented recognizing the significant benefits it offers.

Sincerely,

Marty Albertson
Elephant's Perch, Owner

Marty Albertson

Music Education Matters

Please support the

Mr. Holland's Opus Foundation

<http://www.mhopus.org/>



Outlook

ARCH Workforce Housing Pre-design Review

From Alan Stevenson <agsteve@cox.net>

Date Thu 3/27/2025 10:06 AM

To Abby Rivin <ARivin@ketchumidaho.org>

Abby,

I'm writing in support of the ARCH workforce housing development at Leadville. I'm currently the Board Chair for Wood River Hospice. WR Hospice will be the recipient of one of these workforce housing units along with the library and hospital.

Affordable workforce housing is critical to our mission to provide compassionate hospice services to our community free of charge. We rely 100% on community donations to provide these essential end-of-life services. Our daily census is in the 50-70 patient range. We employ an Executive Director, licensed nurses and support staff to provide these services.

This ARCH development is dedicated 100% to workforce housing and will provide a significant public benefit. I plan to attend the pre-design review hearing on Monday.

Please forward my Letter of Support to the Commissioners.

Thank you,

Al Stevenson