



Planning and Zoning Commission - Regular Meeting MINUTES

Tuesday, August 11, 2020 at 4:30 PM
Ketchum City Hall
480 East Avenue North, Ketchum, ID 83340

CALL TO ORDER

The meeting was called to order at 4:40 PM by Chairman Neil Morrow.

PRESENT

Chairman Neil Morrow
Vice-Chairman Mattie Mead
Commissioner Tim Carter
Commissioner Jennifer Cosgrove
Commissioner Kurt Eggers

COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE

There were no disclosures from the Commissioners.

CONSENT AGENDA: Note: (ALL ACTION ITEMS)

The Commission is asked to approve the following listed items by a single vote, except for any items that a Commissioner asks to be removed from the Consent Agenda and considered separately

1. **Minutes of June 8, 2020**
2. **Minutes of June 22, 2020 - Special Meeting**
3. **Minutes of July 13, 2020**

Motion to accept the Consent Calendar.

Motion made by Commissioner Cosgrove, Seconded by Vice-Chairman Mead.

Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Eggers

PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF – ACTION ITEMS

4. **ACTION- Lofts at 660 Condominium Subdivision Preliminary Plat:** 660 First Ave (Ketchum Townsite Lot 6, Block 34) The Commission will consider and take action on an application submitted by Galena Engineering on behalf of property owner Galena Peak Partners LLC to subdivide a building currently under construction at 660 1st Avenue, Ketchum, ID 83340 (Ketchum Townsite Lot 6, Block 34) into seven (7) condominium units and common areas. The three-story building is currently under construction and was designed with the intent to subdivide the building into condominium units. The Preliminary Plat is the first step in the platting process.

Senior Planner Brittany Skelton presented the background for the project, indicating no concerns from any department.

Sean Flynn, representing the applicant, was present by video conference.

Chairman Morrow opened the floor for public comment. There was no public comment and Public Comment was closed.

Motion to approve the Lofts at 660 Condominium Subdivision Preliminary Plat and authorize the Chair to sign the Findings of Fact.

Motion made by Commissioner Cosgrove, Seconded by Vice-Chairman Mead.

Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Eggers

5. **ACTION - Floodplain Ordinance Amendments:** The Planning and Zoning Commission will consider amendments to Ketchum Municipal Code, Title 17, Zoning, Chapter 17.88, Floodplain Management Overlay Zoning District and Chapter 17.08, Definitions. **Continued from July 13, 2020**

Senior Planner Brittany Skelton summarized the Ordinance changes. The changes made were requested by the State Floodplain coordinator. The changes included definitions and changing waiver approval from administrative approval to a decision of the Commission, aligning it with other types of waiver requests. Commissioner Cosgrove asked about the Riparian Co-Ordinator. Skelton noted there is no longer a committee for riparian requests but are handled administratively or through a noticed public hearing before the Commission. Commissioner Cosgrove thought the code was not clearly defined as to the definition of a minor modification. Skelton went over the aspects of the term "development". She also noted that when a property is sold, the floodplain designation had to be disclosed to the buyer.

Vice-Chair Mead asked about the floodplain administration process. Skelton related how she works with the state coordinator and is audited every two years.

Commissioner Eggers asked for a definition of terms "waterway" and "riparian setback". Skelton indicated they were somewhat interchangeable. He asked about planting non-native species along the river. Commissioners Eggers and Cosgrove discussed the method of measuring the setback and acceptable types of plantings.

Commissioner Eggers asked about basements, flood vents, and Accessory Structures, including parking structures. He also asked about Special Flood Hazard areas and the chance of flooding.

Vice-Chair Mead asked about the use of pesticide, etc. in the Riparian. Skelton clarified the regulation. He questioned how it was decided that the riparian setback should be 25-feet. Skelton replied it was partly political and partly a compromise to gain property owner acceptance. The ordinance was passed in 1988 and affected how a parcel could be built upon. Grandfathered buildings cannot be changed but setbacks are enforced.

Motion to continue the Floodplain Ordinance Amendments to the September Meeting.

Motion made by Commissioner Carter, Seconded by Vice-Chairman Mead.

Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Eggers

6. **ACTION - Fourth and Walnut Mixed-Use Building Design Review:** (Project Location: Ketchum Townsite: Block 44: Lots 7 and 8, 371 and 391 N Walnut Avenue) The Commission will consider and take action on a Design Review Application submitted by Graham Whipple of Resin Architecture for a new 20,876 square-foot, two-story mixed-use building and associated site improvements located on two lots at the southwest corner of the intersection of Walnut Avenue and 4th Street within the Retail Core of the Community Core (CC-1). **Continued from July 13, 2020.**

Associate Planner Abby Rivin disclosed a noticing error and recommended a continuance to the September meeting. It was decided to give feedback on the current design, but no decisions would be made.

Applicant Graham Whipple, present by video conference, went over the changes made since the last meeting. A video of the perimeter of the building was shown. He presented an elevation of the building height showing all points being less than 42' in height. Samples of the exterior materials were shown to the Commissioners and the changes in materials were explained. The awning at the corner entrance had been reconfigured. The number of light fixtures had been reduced and all fixtures met Dark Skies Standards.

Commissioner Cosgrove asked about the corner entrance and suggested adding an enhanced threshold.

Commissioner Carter liked the look of the façade without the trusses. Commissioner Cosgrove agreed it was a much cleaner look.

Motion to continue the Fourth and Walnut Mixed-Use Building Design Review to the September meeting.

Motion made by Commissioner Carter, Seconded by Vice-Chairman Mead.

Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Eggers

STAFF REPORTS & CITY COUNCIL MEETING UPDATE

Chair Morrow thanked Commissioner Carter for his service on the Commission since he had announced his resignation.

City Council for August 17:

- W Ketchum Residences Preliminary Plat and Phased Agreement
- Waddell/Rousch Duplex Lot Line Shift
- North Pass Subdivision Preliminary Plat
- Appeal of the Nalen Decision

PZ Meeting for September:

- Floodplain Ordinance
- 4th and Walnut Design Review
- Gem Street Preliminary Plat
- Design Review
- Mountain Overlay Design Review

The special meeting of September 17th will rescheduled to another date.

When questioned about the 4th and Main Project, Staff indicated they had not had any further contact.

The Commission asked about the Mountain Land Design Showroom project and traffic re-routing. Planner Rivin explained the Construction Activity Plan for the Mountain Land Design Showroom. Chair Morrow suggested better signage for traffic control. Director Frick replied it will be reviewed.

Updates to the Zoning Ordinance had been approved by the City Council and are scheduled to occur next year.

ADJOURNMENT

Motion to adjourn

Motion made by Commissioner Eggers, Seconded by Commissioner Cosgrove.

Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter, Commissioner Cosgrove, Commissioner Eggers

Neil Morrow, Chairman