



## Planning & Zoning Commission Regular Meeting MINUTES

Monday, January 13, 2020  
Ketchum City Hall  
480 East Avenue North, Ketchum, ID 83340

### SITE VISITS

1. 4:00 PM - SITE VISIT - Swan Streambank Alteration: 401 Northwood Way
2. 4:15 PM - SITE VISIT - My Sun Valley Home Design Review and CUP: 120 Northwood Way
3. 4:30 PM - SITE VISIT - City of Ketchum Fire Station Pre-Application Design Review - Saddle Road (adjacent to the south of 101 E. Park Circle)
4. 4:45 PM - SITE VISIT - Dean LI Conditional Use Permit: 471 E 10th St., Unit B2
5. 5:00 PM - SITE VISIT - Duval LI Conditional Use Permit: 491 E 10th St., Unit A17
6. 5:15 PM - SITE VISIT - 4th & Main Mixed-Use Building Pre-Application Design Review: Fourth and Main Streets, Northeast corner

### CALL TO ORDER

The meeting was called to order at 5:35 PM by chairperson Neil Morrow.  
Site Visits were conducted at 401 Northwood, 120 Northwood, Saddle Road, 471 and 491 E 10<sup>th</sup> St, and Hot Dog Hill.

### COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE

There were no disclosures from the Commission.

**PUBLIC COMMENT** - Communications from the public for items not on the agenda.

There were no public comments.

### CONSENT CALENDAR—ACTION ITEMS

7. **ACTION - Minutes of December 9, 2019**

**Motion to approve the minutes of December 9, 2019.**

*Motion made by Commissioner Cosgrove, Seconded by Commissioner Eggers.*

*Voting Yea: Chairman Morrow, Commissioner Cosgrove, Commissioner Eggers*

8. **ACTION - Gyurkey - North Town Center Conditional Use Permit Findings of Fact and Conclusions of Law, and Decision.**

**Motion to approve the Gyurkey- North Town Center Conditional Use Permit Findings of Fact and Conclusions of Law as amended and authorize the sign the Findings.**

*Motion made by Commissioner Cosgrove, Seconded by Commissioner Eggers.*

*Voting Yea: Chairman Morrow, Commissioner Cosgrove, Commissioner Eggers*

**9. ACTION – 771 E 5th Street (Bierbaum) Accessory Building Mountain Overlay Design Review Findings of Fact, Conclusions of Law, and Decision.**

**Motion to approve the 771h Street Accessory Building Mountain Overlay Design Review Findings of Fact and Conclusions of Law and authorize the Chair to sign the Findings.**

*Motion made by Commissioner Eggers, Seconded by Commissioner Cosgrove.*

*Voting Yea: Chairman Morrow, Commissioner Cosgrove, Commissioner Eggers*

**PUBLIC HEARINGS AND COMMUNICATIONS FROM STAFF – ACTION ITEMS**

**10. ACTION - Dean LI Residential Conditional Use Permit: 471 E 10th St, Unit B2 (Tenth St Light Industrial Complex Bldg B Unit 2) The Commission will consider and take action on a Conditional Use application for a work/live unit submitted by property owners Tina Dean and Ryan Dean proposing a work/live unit.**

Director Geaddert gave the background of the application and the site visit, noting an extension for drywall installation. Staff recommended approval.

Craig Barry commented on the drywall regulation and appreciated the postponement of the requirement.

**Motion to approve the Dean LI Residential Conditional Use Permit. with Conditions 1-11 and authorize the Chair to sign the Findings of Fact and Conclusions of Law.**

*Motion made by Commissioner Eggers, Seconded by Commissioner Cosgrove.*

*Voting Yea: Chairman Morrow, Commissioner Cosgrove, Commissioner Eggers*

**11. ACTION - Duval LI Residential Conditional Use Permit: 491 E 10th St, Unit A17 (Tenth St Light Industrial Complex Bldg A Unit 17) The Commission will consider and take action on a Conditional Use application for a work/live unit submitted by property owner Jon-Kristian A. Duval proposing a work/live unit.**

Chair Morrow asked for public comment. There were no comments.

Commissioner Eggers asked about the transferability of the CUP from the owner to the tenant. Director Gaeddert offered that the CUP was issued to the owner but can be transferred to the tenant (operating the same business) who is soon to be the owner.

**Motion to approve the Duval LI Residential Conditional Use Permit with Conditions 1-10 with Condition 1 as amended and authorize the Chair to sign the Findings of Fact and Conclusions of Law.**

*Motion made by Commissioner Eggers, Seconded by Commissioner Cosgrove.*

*Voting Yea: Chairman Morrow, Commissioner Cosgrove, Commissioner Eggers*

- 12. ACTION – City of Ketchum Fire Station Pre-Application Design Review: Saddle Road** (adjacent to the south of 101 E. Park Circle) The Commission will consider and give feedback on the proposed design of the new fire station.

Architect for the applicant, Steve Cole, gave the overview of the project. He covered snow melt, trash, landscaping, traffic, floor plans, exterior materials, and solar panels.

Commissioner Cosgrove liked the design but had concerns about the location. Chair Morrow asked the applicant about prior Fire Station experience and the darkness of the exterior. He also questioned the four (4) parking places and suggested the addition of housing above the station. He expressed concern over the safety of the area. Commissioner Eggers had questions about the generator, snow melt, trash, and parking for volunteers. He requested clarification of the parking spaces and sidewalk landscaping. He shared concern over the darkness of the building exterior.

Associate Planner Abby Rivin indicated a traffic consultant had been engaged to review the traffic/pedestrian patterns. Staff recommended advancement to Design Review.

Commissioners Eggers and Cosgrove requested to review the traffic study prior to the final Design Review hearing. Rivin agreed to distribute it to the Commissioners as soon as it became available.

The Chair opened the floor for Public Comment. No Comments were made, and Comments were closed.

Director Gaeddert indicated the budget restrictions would probably not allow for additional housing at this time. He requested the Commission advance the project to Design Review.

**Motion to advance the Ketchum Fire Station to full Design Review, pending the Traffic Study.**

*Motion made by Commissioner Eggers, Seconded by Commissioner Cosgrove.*

*Voting Yea: Chairman Morrow, Commissioner Cosgrove, Commissioner Eggers*

- 13. ACTION - 4th and Main Mixed-Use Building Pre-Application Design Review: Main and 4th Street** (Lots 1, 2, 3, and 4, Block 5, Ketchum Townsite) The Commission will consider and give feedback on the proposed design of a new four-story, 59,130 gross sq ft mixed-use building, which will include an underground parking garage, retail space on the first floor, and community housing units and market rate condominium dwelling units on the second, third, and fourth levels.

Associate Planner Abby Rivin introduced the project and the applicant, Chris Ensign, a developer from Salt Lake City. Ensign was excited to present a project to enhance Ketchum. He presented the project style, design, exterior materials, walkability factors.

Chair Morrow questioned the street bump-out but liked the design of the project and full use of the site. Commissioner Cosgrove liked the design but thought the scale was massive, more in scale of a larger city. She wanted to see the mass broken up. The applicant suggested breaking up the exterior to appear to be three (3) separate buildings. Commissioner Cosgrove asked for a rendering of the building in the context of the current Main Street buildings. Commissioner Eggers requested a review of the floor plans for each story. Parking and setbacks were discussed. Planner Rivin clarified the height and parking requirements. Commissioner Eggers asked about the likelihood of the units becoming short-term rentals and Ensign replied that the CCR's require only a restricted number of units can be rented with a minimum 30-day rental.

Commissioner Eggers liked the brick, but also wanted to see more undulation. Chair Morrow wanted to see additional parking spaces. Ensign replied they are still working on the final design, adding his typical buyer is older, single, and desires less space.

Chair Morrow opened the floor for Public Comment. No Comments were made, and Comments were closed.

**Motion to advance the 4th and Main Mixed-Use Project to full Design Review.**

*Motion made by Commissioner Eggers, Seconded by Commissioner Cosgrove.*

*Voting Yea: Chairman Morrow, Commissioner Cosgrove, Commissioner Eggers*

- 14. ACTION - My Sun Valley Home Mixed-Use Building Design Review: 120 Northwood Way** (Northwood Light Industrial Park, Lot 8) The Commission will consider and take action on a Design Review Application submitted by Don Stamp on behalf of property owners Cory and Amber Black for a new three-story 9,822 square foot mixed-use building, which will include offices, a laundry facility, and storage for My Sun Valley Home Property Services as well as three (3) employee housing studio units on the third level.

Associate Planner Abby Rivin introduced the project. Don Stamp, Architect for the applicant, presented the Design Review. He addressed the exterior materials, floor plans, parking, facades, signage, landscaping, and drainage.

Commissioner Eggers asked for clarification of the decks, railings, and lighting. Chair Morrow asked about ADA requirements. Rivin replied it was not required for only three (3) units.

Chair Morrow opened the floor for Public Comment. No Comments were made, and Comments were closed.

**Motion to approve My Sun Valley Home Mixed-Use Building Design Review with Conditions 1-12.**

*Motion made by Chairman Morrow, Seconded by Commissioner Eggers.*

*Voting Yea: Chairman Morrow, Commissioner Cosgrove, Commissioner Eggers*

- 15. ACTION - My Sun Valley Home Mixed-Use Building Conditional Use Permit: 120 Northwood Way** (Northwood Light Industrial Park, Lot 8) The Commission will consider and take action on a Conditional Use Permit Application submitted by property owners Cory and Amber Black for three (3) new employee housing units on the third floor of the new My Sun Valley Home Mixed-Use Building located in the Light Industrial Number 2 (LI-2) Zoning District.

**Motion to approve My Sun Valley Home Mixed-Use Building Conditional Use Permit with Conditions 1-13.**

*Motion made by Chairman Morrow, Seconded by Commissioner Cosgrove.*

*Voting Yea: Chairman Morrow, Commissioner Cosgrove, Commissioner Eggers*

- 16. ACTION - Swan Residence Streambank Alteration: 401 Northwood Way** (Chateaux of Northwood, Lot 12) The Commissioner will consider and take action on a floodplain development application submitted by property owner Sandra Swan proposing subgrade installation of a geogrid to be located within the 1% annual chance floodplain (Special Flood Hazard Area) but outside of the 25' riparian zone. The subject property is zoned GR-L with floodplain, floodway, and waterways design review overlays.

**This item was removed from the agenda by the applicant's attorney.**

#### **STAFF REPORTS & CITY COUNCIL MEETING UPDATE**

Planner Abby Rivin disclosed the City Council will hear the third review for the PEG Hotel on January 21, 2020. The PUD, CUP, and Plat Amendment will be heard.

The February 10<sup>th</sup> PZ Meeting is anticipated to include:

- Full Design Review, Preliminary Plat, and adjustment of lot lines for the West Ketchum Residences.
- CUP Live/Work permit for the 10<sup>th</sup> St Light Industrial Center.
- The Fire Station will be returning for Design Review
- 4<sup>th</sup> and Main projects will be returning for Design Review.

A Special Planning and Zoning Commission meeting may be called on February 24<sup>th</sup> for the full Design Review for the PEG Hotel, depending on the City Council Meeting.

#### **ADJOURNMENT**

**Motion to adjourn at 7:06 PM**

*Motion made by Chairman Morrow, Seconded by Commissioner Cosgrove.*

*Voting Yea: Chairman Morrow, Commissioner Cosgrove, Commissioner Eggers*

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Neil Morrow  
Chairperson