



City of Ketchum  
Planning & Building

IN RE: )  
 )  
 My Sun Valley Home Mixed-Use Building ) **KETCHUM PLANNING AND ZONING COMMISSION**  
 Design Review ) **FINDINGS OF FACT, CONCLUSIONS OF LAW, AND**  
 Date: February 10, 2020 ) **DECISION**  
 )  
 File Number: 19-003 )

PROJECT: My Sun Valley Home Property Services Mixed-Use Building

FILE NUMBERS: P19-003

APPLICATION TYPES: Design Review

REPRESENTATIVE: Don Stamp, Architect

OWNER: Corey & Amber Black/Black Properties, LLC

REQUEST: Design Review for the proposed development of a new three-story, 9,822 gross sq ft mixed-use building, which will include work spaces, offices, a laundry facility, and storage for My Sun Valley Home Property Services and a Conditional Use Permit for the three employee housing units on the third level.

LOCATION: 120 Northwood Way (Northwood Light Industrial Park Subdivision Phase 1: Block 1: Lot 8)

ZONING: Light Industrial District Number 2 (LI-2)

OVERLAY: 48 ft Height Overlay

NOTICE: A public hearing notice for the project was mailed to all property owners within 300 ft of the development site on December 30<sup>th</sup>, 2019. The public hearing notice was published in the Idaho Mountain Express on December 25<sup>th</sup>, 2019.

Findings Regarding Applications Filed

Owners and operators of My Sun Valley Home, Corey and Amber Black have submitted a Design Review application concurrent with a Conditional Use Permit application for the development of a new three-story, 9,822 sq ft mixed-use building, which will contain three employee housing units on the third level, located at 120 Northwood Way (Northwood Light Industrial Subdivision: Lot 8) within the Light Industrial Number 2 (LI-2) Zoning District. The mixed-use building will be comprised of light industrial, office, and residential uses. The property management operation includes multiple permitted light industrial uses, such as a maintenance service facility, storage, industrial laundry, repair shop, and motor vehicle service. The second-level of the proposed mixed-use building is comprised of offices as well as a conference room for administrative functions associated with the property management service, which is permitted use in the LI-2 Zone as a contractor-related business as specified in Ketchum Municipal Code (KMC) §17.08.020.

*OFFICE, CONTRACTOR-RELATED BUSINESS: An establishment wherein the primary use is the conduct of a business or profession specifically related to building contracting including, design services, engineering, construction, landscaping, maintenance and property management (KMC §17.08.020).*

As indicated on Sheet 5 of the applicant submittal (Exhibit A), the third level of the building is reserved for three one-bedroom employee housing units. The housing units are accessed from a common lobby. Each unit has its own separate storage area and designated parking space. The employee housing units are subject to the minimum criteria for residential units in light industrial districts as specified in KMC §17.124.090.

Findings Regarding Subject Property

The subject property, Lot 8 of Northwood Light Industrial Park Subdivision Phase 1, is currently vacant and has a total area of 8,040 sq ft, which complies with the 8,000 sq ft minimum lot area required in the LI-2 Zone. To the east of the subject property at the corner of Northwood Way and Lewis Street, the 100 Northwood Way mixed-use building is currently under construction. A commercial building utilized by High County Resort Properties, sheet-metal fabrication, and auto detailing lies adjacent to the west of the subject property. The Glaske and Horn Industrial condominiums are across Northwood Way to the north of subject Lot 8.

Finding Regarding Public Hearing

At the December 9<sup>th</sup>, 2019 meeting, the Planning & Zoning Commission held a site visit and considered the Pre-Application Design Review submittal as well as Staff analysis, the applicant’s presentation, and public comment. Following review of the Pre-Application and providing feedback to the applicant, the Commission unanimously moved to advance the project to final Design Review.

**Table 1: Findings Regarding Comprehensive Plan Analysis**

The proposed mixed-use building project demonstrates three of the Core Community Values contained in the 2014 Comprehensive Plan—A Strong and Diverse Economy, Well-Connected Community, and a Variety of Housing Options. The project is consistent with the uses, goals, and policies listed below as specified within the 2014 Comprehensive Plan.

SUPPORTING SECTION	SUMMARY OF COMPLIANCE WITH THE 2014 COMPREHENSIVE PLAN
<p><b>Land Use Category: Mixed-Use Industrial</b></p>	<p><b>PRIMARY USES</b> Light manufacturing, wholesale, services, automotive, workshops, studios, research, storage, construction supply, distribution and offices make up the bulk of development within this district.</p> <p><b>SECONDARY USES</b> A limited range of residential housing types, and supporting retail are provided for within this category. Uses should generate little traffic from tourists and the general public.</p> <p><b>CHARACTERISTICS AND LOCATION</b> The Mixed-Use Industrial category is intended to provide critical lands for Ketchum’s economic growth and entrepreneurial opportunity within a vibrant business district where people can work and live in the same area.</p> <p><i>My Sun Valley Home is a property management operation that combines many light industrial uses including routine maintenance of buildings, industrial laundry, repair shop, storage, and motor vehicle service. The proposed mixed-use building will also contain offices for the business’s administrative functions, which is permitted in the LI-2 Zone as a contractor-related business. The commercial components of the mixed-use building meet the intention for primary uses in the mixed-use industrial area. The employee housing units provided on the third floor</i></p>

	<i>meet the intention for secondary uses in the mixed-use industrial land use category.</i>
<b>Community Design and Neighborhoods</b>	
<b>Policy CD-1.1 Unique Design Elements for Identifiable Neighborhoods</b>	Each neighborhood or district should include a mix of design elements that will reinforce its unique design quality.
<b>Policy CD-1.3 Compatible Infill and Redevelopment Projects</b>	Infill and redevelopment projects should be contextually appropriate to the neighborhood and development in which they will occur. Context refers to the natural and manmade features adjoining a development site; it does not imply a certain style.
<b>Housing</b>	
<b>Goal H-1</b>	Ketchum will increase its supply of homes, including rental and special-needs housing for low-, moderate-, and median income households.
<b>Policy H-1.2 Local Solutions to Attainable Housing</b>	The City of Ketchum will place greater emphasis on locally-developed solutions to meet the housing needs of low-, moderate-, and median-income households. The City further recognizes that such needs likely will not be met solely through private development. To facilitate affordable housing opportunities, the City will look to new funding mechanisms, and encourage a broad range of regulatory incentives and options for community housing. These may include unit buy-downs, unit reuse, density increases, and height bonuses.
<b>Policy H-1.4 Integrated Housing in Business and Mixed-Use Areas</b>	Housing should be integrated into the downtown core and light industrial areas, and close to the ski base. The resulting mix of land use will help promote a greater diversity of housing opportunities as well as social interactions. <i>The proposal integrates housing into the light industrial area in a mixed-use building.</i>
<b>Goal H-3</b>	Ketchum will have a mix of housing types and styles.
<b>Policy H-3.1 Mixture of Housing Types in New Development</b>	<i>The housing stock in Ketchum predominately consists of single-family homes, attached and detached townhomes, large scale condominium developments, and condominiums within mixed use buildings in the Community Core. These three employee housing units represent a less common housing type (residential above a business in the LI), thus diversifying the mixture of housing available.</i>
<b>A Strong and Diverse Economy</b>	
<b>Goal E-1</b>	Ketchum will work to retain and help expand existing independent small local business and corporations.
<b>Mobility</b>	
<b>Policy M-1.3 Compact Development and Housing Downtown and in Activity Centers</b>	Encourage compact development, mixed uses, and additional housing density in the downtown and in high-activity areas. This will increase opportunities for walking, bicycling and transit ridership and reduce vehicle traps.
<b>Future Land Use</b>	
<b>Goal LU-1: Promote a functional, compact, and mixed-use pattern that integrates land and balances residential and non-residential land uses.</b>	Policy LU-1.1 Integrated and Compatible Land Uses  <i>The project seamlessly balances the light industrial functions associated with the property management with the residential employee housing units. The uses associated with the property management operations including storage and laundry are compatible with the adjacent land uses in the LI-2 Zone.</i>
<b>Goal LU-2 Support infill and redevelopment in the downtown, major activity areas</b>	Policy LU-2.2 Compatible Residential Infill Appropriate types of infill include the new residential units on vacant lots/areas, additions to existing units, accessory dwelling units, and residential units with businesses. Ensure that residential infill is compatible in character and scale within the surrounding neighborhood.

<b>and specific areas that can take advantage of proximity to services and transportation.</b>	<i>The project includes new residential units on the third floor of the property services building.</i>
--	---

**Table 2: Findings Regarding City Department Comments**

<b>City Department Comments</b>
<p><i>Note: City Department comments are preliminary and based on the project concept as proposed with the subject Design Review application. All City Departments shall review and approve the project through the Building Permit application process. All comments pertaining to the Design Review drawings are subject to change. All right-of-way improvements shall be reviewed and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project. All City Department requirements and associated specifications for the required improvements must be verified, reviewed, and approved prior to issuance of a Building Permit for the project.</i></p>
<p><b>Fire Department:</b></p> <ul style="list-style-type: none"> <li>• It is the General Contractor’s responsibility to understand and adhere to all Fire Protection Ordinance #1125 requirements in addition to any and all other City of Ketchum requirements in effect at the time of Building Permit issuance. Failure to comply with all local ordinances and codes may result in project work stoppage as well as criminal penalties.</li> <li>• The above project shall meet all 2012 International Fire Code requirements in addition to specific City Building and Fire Ordinances.</li> <li>• Approved address and unit numbers shall be placed in such a position to be plainly visible and legible from the road fronting the property. Numbers and letters shall be a minimum of four (4) inches tall, contrast with their background and be positioned a minimum of forty-eight (48) inches above final grade.</li> <li>• Vehicle parking and material storage during construction shall not restrict or obstruct public streets or access to any building. A minimum twenty-foot travel lane for emergency vehicle access shall be maintained clear and unobstructed at all times. All required Fire Lanes, including within 15 feet of fire hydrants, shall be maintained clear and unobstructed at all times.</li> <li>• An approved automatic fire sprinkler system shall be installed throughout the building per City of Ketchum Ordinance #1125 (<a href="http://www.ketchumfire.org">www.ketchumfire.org</a>) and the National Fire Protection Association Standard 13. An approved fire sprinkler flow bell, Knox box and Fire Department Connection shall be installed in an approved location visible to approaching firefighters. Water service lines to structures shall be hydraulically calculated for size to meet fire sprinkler flow requirements. Fire sprinkler systems shall be annually tested and maintained per NFPA 25. An approved fire department connection and flow bell shall be installed in a location approved by the fire department and the system shall be supervised by an approved alarm system. NOTE: One electronic set of fire sprinkler system plans must be submitted to the Ketchum Fire Department as well as the State Fire Marshal’s office and a Ketchum Fire Department Permit must be obtained prior to installation of fire sprinkler systems. Inspections of fire sprinkler systems by the Fire Chief or an appointee are required. Inspections must be scheduled at least 48 hours in advance.</li> <li>• An approved monitored fire sprinkler alarm system shall be installed per City of Ketchum Ordinance #1125 (<a href="http://www.ketchumfire.org">www.ketchumfire.org</a>) and the requirements of NFPA 72. Two (2) sets of alarm system plans shall be submitted to the Ketchum Fire Department for approval and a permit is required prior to installation of alarm systems. Inspections of fire detection systems by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance.</li> <li>• Fire extinguishers shall be installed and maintained per 2012 IFC Section 906 both during construction and upon occupancy of the building.</li> <li>• Spark arresters are required on all solid fuel burning appliance chimneys to reduce potential fires from</li> </ul>

burning embers.

- An approved key box shall be installed, with the appropriate keys, for emergency fire department access in a location approved by the fire department. The key box shall be a Knox box brand and sized to accommodate keys to every door of the project.
- Inspections of fire department permit required installations shall be scheduled at least 48 hours in advance.
- An 8 ½ by 11 color coded site map of this project shall be provided on paper and electronically to the fire department. This site map shall show the locations of gas shut-offs, power shut-offs, fire sprinkler riser rooms, fire department connections, alarm panels, Knox boxes, access doors, egress windows, stairways and any additional fire department requirements. Exact details for color coded “On-Sites” can be found at [www.ketchumfire.org](http://www.ketchumfire.org).
- Final inspections of all fire department permit required installations by the Fire Chief or an appointee are required and shall be scheduled at least 48 hours in advance. A Final Inspection Checklist can be found at [www.ketchumfire.org](http://www.ketchumfire.org). Fire Department requirements and associated specifications for the required improvements must be verified, reviewed, and approved prior to issuance of a Building Permit for the project.

**City Engineer & Streets Department:**

- All drainage shall be retained on site including water from any roof drains (KMC §17.96.060.C.1).
- All construction for the project must comply with the standards set forth in Ketchum Municipal Code, Chapter 15.06 Construction Activity Standards. The applicant shall submit a Construction Activity Plan addressing all applicable activities (KMC §15.06.030), including how materials will be off-loaded at the site, plan for coordinating with neighbors on temporary closures, temporary traffic control, and construction fencing with appropriate screening, to be reviewed and approved prior to issuance of a Building Permit for the project. Pursuant to KMC §15.06.030.A.2, the applicant shall provide notice of the project, construction schedule, and general contractor’s contact information to all neighbors with properties adjacent to the project site.
- The Building Permit plans and construction drawings shall meet all applicable sections of Chapter 12 of Ketchum Municipal Code.
- The shall improve the adjacent Northwood Way right-of-way to comply with City ROW standards specified for a 60-foot wide right-of-way including: (a) sidewalk, parking, and drive lane width, (b) stop, street, and parking sign installation, (c) street lights, and (d) parking stall dimensions. Specifications for the ROW improvements shall be indicated on the civil drawings submitted with the Building Permit application to be reviewed and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project.
- Sidewalk snow removal is the responsibility of the property owner. If a snowmelt system is proposed, an encroachment permit approved by the City will be required. Property owner will be responsible for all associated maintenance and repair.
- All lighting within the ROW will need to meet city ROW standards (see Right-of-Way Standards, Commercial Category). Per City ROW standards a lighting study will need to be provided to ensure proper lighting of sidewalks. Consistent with the standards of the Dark Sky Society, the footcandles illuminating the sidewalk shall be an average of 0.2 fc and shall not exceed 5 fc.
- Per ADA Standards sidewalks cross slopes are 1.75 +/- 0.25 percent.
- The applicant shall submit a Street and Alley Digging, Excavation, and Trenching (“DIG”) Permit application with an associated traffic control plan for all construction work within the City right-of-way to be reviewed and approved by the Streets Department. The use of City right-of-way for construction including the closure of adjacent streets or sidewalks requires a Temporary Use of Right-of-Way Permit (“TURP”).
- Final civil drawings for all associated ROW improvements shall be submitted with the Building Permit application to be verified, reviewed, and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project.

**Utilities:**

- The applicant will be responsible for installing connections to the water and sewer system at Northwood Way.
- Requirements and specifications for the water and sewer connections will be verified, reviewed, and approved by the Utilities Department prior to issuance of a Building Permit for the project.

**Building:**

- The building must meet the 2012 International Building Code and Title 15 Buildings and Construction of Ketchum Municipal Code.
- Building Department requirements and associated specifications for the required improvements must be verified, reviewed, and approved prior to issuance of a Building Permit for the project.

**Planning and Zoning:**

Comments are denoted throughout Tables 1, 3, and 4.

**Table 3: Findings Regarding Zoning and Dimensional Standard Analysis**

Compliance with Zoning and Dimensional Standards				
Compliant			Standards and <i>Commission Findings</i>	
Yes	No	N/A	Ketchum Municipal Code Standard	City Standards and <i>Commission Findings</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.050	<b>Minimum Lot Area</b>
			<i>Commission Findings</i>	<b>Required:</b> 8,000 square feet minimum <b>Existing:</b> Lot 8 has a total area of 8,040 sq ft (Sheet 1)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.050	<b>Building Coverage</b>
			<i>Commission Findings</i>	<b>Permitted:</b> 75% <b>Proposed:</b> 72%(5,757 sq ft building coverage/8,040 sq ft lot area)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.050	<b>Minimum Building Setbacks</b>
			<i>Commission Findings</i>	<b>Minimum Required Setbacks:</b> Front: 20' Side: 0' for internal side yards Rear: 0'  <b>Proposed:</b> Front (N): 20' (Sheet 4) Side (E): 2" Side (W): 2" Rear (S): 2"
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.12.050	<b>Building Height</b>
			<i>Commission Findings</i>	<b>Maximum Building Height Permitted:</b> 35' <b>Non-habitable Structures Located on Building Rooftops:</b> 6 ft above roof surface height <b>Parapets and Rooftop Walls Screening/Enclosing Mechanical Equipment:</b> 4 ft above roof surface height <b>Rooftop Solar and Mechanical Equipment Above Roof Surface:</b> 5 ft above roof surface height  <b>Proposed:</b> Maximum Building Height Top of Roof Deck: 32'-6" (Sheet 7) Maximum Building Height Top of Parapet: 35' (Sheet 7) Elevator (non-habitable structure): 3'-6" above roof surface (Sheet 7)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.125. 030.H	<b>Curb Cut</b>
			<i>Commission Findings</i>	<b>Maximum Permitted:</b>

				<p>A total of 35% of the linear footage of any street frontage can be devoted to access off street parking.</p> <p><b>Proposed:</b> <i>As indicated on Sheet C1.0, the applicant has proposed a 31 ft curb cut, which is 35% of the property's total street frontage along Northwood Way.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>17.125.020.A1 &amp; 17.125.040.B</b></p> <p><b>Parking Spaces</b></p>	<p><b>Required In Light Industrial Districts:</b></p> <ul style="list-style-type: none"> <li>Residential (including multiple-family dwelling) : 1 parking space per bedroom</li> <li>Office, Contractor-Related Business: 1 parking space per 250 gross sq ft</li> <li>LI Uses (Maintenance Service Facility): 1 parking space per 1,000 gross sq ft</li> </ul> <p><b>Required with My Sun Valley Home Mixed-Use Building:</b></p> <ul style="list-style-type: none"> <li>Residential (including multiple-family dwelling) : 3 parking space (3 one-bedroom employee housing units)</li> <li>Office, Contractor-Related Business: 3 parking spaces (845 sq ft office and conference room/ 250 gross sq ft)</li> <li>LI Uses (Maintenance Service Facility): 6 parking space (6,101 gross sq ft LI uses/1,000 gross sq ft)</li> </ul> <p><b>12 total parking space are required for the proposed use.</b></p> <p><b>Proposed:</b>  <i>The applicant has provided 16 total off-street parking spaces, including one ADA parking space adjacent to the front entrance to the mixed-use building. 12 parking spaces are provided within the enclosed garage and 3 surface parking spaces are provided underneath the second-level cantilever. As indicated on Sheet 3 of the submittal drawings, the 3 surface parking spaces will be designated and reserved for the three employee housing units.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>17.125. 040.D</b></p> <p><b>Off Street Vehicle Loading Area</b></p>	<p><b>Required:</b></p> <p>In the LI-1, LI-2, and LI-3 Districts, off street loading areas shall be required as an accessory use for new construction or additions involving an increase in gross floor area as follows:</p> <p>1. Number Of Spaces:</p> <p>a. One off street loading space is required for gross floor area in excess of two thousand (2,000) square feet.</p> <p>b. No loading space shall occupy any part of a public street, alley, driveway, or sidewalk. Where practicable to do so, an alley may be used in lieu of the requirement for off street loading space(s) if permission is granted by the Administrator.</p> <p>2. Dimensions: An off street loading space shall be a minimum of one hundred eighty (180) square feet with no length of the space being less than ten feet (10').</p> <p><b>Proposed:</b> <i>The off-street loading space is provided within the surface parking</i></p>

				area underneath the second-floor cantilever. Sufficient area has been provided on the site for vehicles to back in towards the rear of the property to the elevator on the first level, which leads to the second-level storage area.
--	--	--	--	---

**Table 4: Findings Regarding Design Review Standards Analysis**

Design Review Requirements				
IMPROVEMENTS AND STANDARDS: 17.96.060				
Yes	No	N/A	City Code	City Standards and <i>Commission Findings</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.A1 Streets	<b>The applicant shall be responsible for all costs associated with providing a connection from an existing city street to their development.</b>
			<i>Commission Findings</i>	<i>The subject property has existing street frontage on Northwood Way.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.A2 Streets	<b>All street designs shall be approved by the City Engineer.</b>
			<i>Commission Findings</i>	<i>No changes to the lanes of travel in the street are proposed at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.B1	<b>All projects under 17.96.010(A) that qualify as a “Substantial Improvement” shall install sidewalks as required by the Public Works Department.</b>
			<i>Commission Findings</i>	<i>As the mixed-use building is new construction, the project qualifies as a substantial improvement and the developer shall install sidewalks, curb, and gutter adjacent to the front property line along Northwood Way to comply with City right-of-way standards specified for 60-foot wide ROW roads.</i>  <i>See Table 2 for comments and conditions from the City Engineer &amp; Streets Department.</i>  <i>Final civil drawings for all associated ROW improvements shall be submitted with the Building Permit application to be verified, reviewed, and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060B2c	<b>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.</b>
			<i>Commission Findings</i>	<i>All ROW improvements shall be constructed to City ROW standards including specifications for sidewalk width. See Table 2 for comments and conditions from the City Engineer &amp; Streets Department. Final civil drawings for all associated ROW improvements shall be submitted with the Building Permit application to be verified, reviewed, and approved by the City Engineer and Streets Department prior to issuance of a Building Permit for the project.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.B3	<b>Sidewalks may be waived if one of the following criteria is met:</b> <ul style="list-style-type: none"> <li>a. <b>The project comprises an addition of less than 250 square feet of conditioned space.</b></li> <li>b. <b>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.</b></li> </ul>
			<i>Commission Findings</i>	<i>N/A as sidewalks are required to be installed with the My Sun Valley Home Mixed-Use Building development.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.B4	<b>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.</b>



			<b>Commission Findings</b>	<i>The length of sidewalk improvements constructed shall be equal to the length of the subject front property line) adjacent to Northwood Way.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.B5</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>As indicated on Sheet C1.0, the new 6 ft concrete sidewalk is designed to connect to the existing sidewalks along Northwood Way adjacent to Lots 7A and 9 of the Northwood Light Industrial Subdivision.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060.B6</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>N/A. Staff does not recommend a voluntary cash contribution in-lieu of improvements for this project.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.C1</b>	<b>All storm water shall be retained on site.</b>
			<b>Commission Findings</b>	<i>All storm water shall be retained on site including water from roof drains. The applicant has submitted a preliminary drainage plan on Sheets C1.0 and C2.0 of the submittal drawings. The proposed drainage plan includes a system of drywells. Prior to issuance of a Building Permit for the project, the applicant shall submit a final drainage plan indicating grading, catch basins, piping, and drywells (KMC §17.96.040.C.2b &amp; KMC §17.96.060.C.1-4) prepared by a civil engineer licensed in the state to be submitted for review and approval by the City Engineer and Streets Department. See Table 1 for City Department comments including City Engineer and Streets Department conditions.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.C2</b>	<b>Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.</b>
			<b>Commission Findings</b>	<i>See above Commission Findings for Ketchum Municipal Code §17.96.060(C)(1). All drainage improvements are required to meet City standards. All drainage improvements shall be indicated on civil plans stamped by an Idaho licensed engineer and require review approval from the City Engineer &amp; Streets Department prior to issuance of a Building Permit for the project.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.C.3</b>	<b>The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.</b>
			<b>Commission Findings</b>	<i>A final drainage plan prepared by a civil engineer licensed in the state of Idaho shall be submitted with the Building Permit application to be reviewed and approved by the City Engineer. The City Engineer may require additional drainage improvements as necessary.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.C.4</b>	<b>Drainage facilities shall be constructed per City standards.</b>
			<b>Commission Findings</b>	<i>All drainage facilities on both private property and the City owned right-of-way shall meet City standards. Final drainage specifications shall be included with the civil drawings submitted with the Building Permit application to be reviewed and approved by the City Engineer &amp; Streets Department.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.D1</b>	<b>All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.</b>
			<b>Commission Findings</b>	<i>The applicant is aware of this requirement and the preliminary plans indicated on Sheets C1.0 and C2.0 show utility connections and locations. Prior to</i>

				<i>issuance of a Building Permit for the project, the applicant shall submit a will serve letter from Idaho Power. See Table 2 for Utilities Department comments and conditions.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.D2</b>	<b>Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.</b>
			<b>Commission Findings</b>	<i>All utilities within the development site shall be underground and concealed from public view. See above Commission Findings for Ketchum Municipal Code §17.96.060(D)(1).</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.D3</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>The applicant is aware of this requirement and will comply with these standards.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.E1</b>	<b>The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.</b>
			<b>Commission Findings</b>	<i>As indicated on the Material Board and Sheet 7 of the drawings, the proposed exterior materials include: (1) "weathered zinc" vertical standing seam siding, (2) prefabricated, light-gray stucco panels, (3) "rubi" Parklex wood siding panels, (4) corrugated galvanized guardrail panels with dark gray steel supports, (5) "hemlock" clad wood windows and doors, (6) brown fiberglass windows, (7) dark-gray, exposed steel beams and columns, and (8) red/brown gridded steel screening panels. The roof system is comprised of (1) "weathered zinc" standing seam metal roofing, (2) a white TPA flat roof system, and (3) curved corrugated galvanized roofing.</i>
				<i>The proposed design including the exterior materials and colors of the mixed-use building is complementary to other structures within the neighborhood. The gray stucco and wood siding panels combined with the exposed steel beams and columns echo the light industrial area's interaction with Ketchum's mountain backdrop and natural surroundings. Disparate from the flat roof system, the low pitch roof (1.5/12) element is highlighted as a distinguished feature that resonates with the architectural vernacular of the new, more modern development within the City of Ketchum.</i>
				<i>The specification and rendering for the proposed sign is included on Sheet 9 of the submittal drawings. The proposed sign materials including the gridded steel panels and exposed tube steel as well as the dark brown and gray colors match the design of the mixed-use building.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060.E2</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>N/A. There are no identified landmarks on the property.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060.E3</b>	<b>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.</b>
			<b>Commission Findings</b>	<i>N/A as the lot is vacant and the project will be new construction.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.F1</b>	<b>Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.</b>
			<b>Commission</b>	<i>The sidewalk within the public ROW will connect to an on-site concrete entry</i>

			<b>Findings</b>	walkway, which leads to the front entrance of the mixed-use building and spans the length of the garage bay (Sheet L1.0). The main building entrance is defined through the use of architectural elements, including the low pitch roof and cantilever of the second-level balcony, which frame and highlight the entryway.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.F2</b>	<b>The building character shall be clearly defined by use of architectural features.</b>
			<b>Commission Findings</b>	As indicated by the renderings on Sheets 2, 7, and 8, breaks are incorporated within the vertical wall planes through projecting elements, such as the balconies, and recessed building masses. The design of each façade is further articulated by varying roof heights. The material differentiation and fenestration provided across all façade further define the building. The design incorporates a rectangular rhythm with the unique patterns provided by the wood and gray stucco siding panels. The low pitch roof element enhances the prominence of the main entrance to the mixed-use building.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.F3</b>	<b>There shall be continuity of materials, colors and signing within the project.</b>
			<b>Commission Findings</b>	The same materials and color schemes are used on all four facades of the building. The materials and color of the proposed sign complement the exterior design of the mixed-use building.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060.F4</b>	<b>Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.</b>
			<b>Commission Findings</b>	The gridded steel screening panels, roof overhang, and steel beams associated with the dumpster enclosure serve as a unique architectural element that complements the design of the mixed-use building. The landscape plantings combine Swedish aspens with grasses and shrubs that complement the mixed-use building and serve as a buffer from Northwood Way and the adjacent property to the west.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.F5</b>	<b>Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.</b>
			<b>Commission Findings</b>	The proposed elevation views provided by the applicant show that all building walls provide undulation and relief, serving to reduce the appearance of bulk and flatness at all façades. The façades combine horizontal and vertical elements through the variation of siding materials, the placement of balconies and associated railings, the garage doors, as well as the fenestration provided through multiple window and door openings. The main entrance is distinguished by the low pitch roof and the overhang of the second-level balcony. Breaks are incorporated into the vertical wall plane through recessed building masses and projecting elements, which articulate the each and reduce the appearance of flatness.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.F6</b>	<b>Building(s) shall orient towards their primary street frontage.</b>
			<b>Commission Findings</b>	The front façade of the building orients towards Northwood Way.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.F7</b>	<b>Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.</b>
			<b>Commission Findings</b>	While located at the front façade, the dumpster enclosure is fully screened from public view through gridded steel screening panels and exposed steel beams and columns. The curved roof overhanging the dumpster enclosure serves as a unique architectural element that complements the light industrial design aesthetic. Prior to issuance of a Building Permit for the project, the applicant shall submit a will serve letter from Clear Creek Disposal to the Planning & Building Department.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.F8	<b>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.</b>
			<i>Commission Findings</i>	<i>The majority of the roof system is flat with roof drains that prevent water from dripping or snow from sliding onto circulation areas. As noted on Sheet 5 of the drawings, the curved roof element overhanging the dumpster will include snow retention devices. The projected low pitch roof overhang and second-level balcony overhang serve as weather protection for the front entrance.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.G1	<b>Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.</b>
			<i>Commission Findings</i>	<i>The applicant as proposed an on-site concrete entry walkway, which will connect to the new concrete sidewalk along Northwood Way (Sheet L1.0). As indicated on Sheet C1.0, the proposed concrete sidewalk will connect to the existing sidewalk along Northwood Way. No new easements or pathways are expected in this vicinity of the Light Industrial zone. Equestrian access is not appropriate in this location.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.G2	<b>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.</b>
			<i>Commission Findings</i>	<i>N/A as no awnings are proposed to extend across the public sidewalk.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.G3	<b>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.</b>
			<i>Commission Findings</i>	<i>Vehicular traffic will access the development from Northwood Way. Prior to issuance of a Building Permit for the project, the City Engineer and Streets Department shall review the civil drawings to ensure adequate sight distances and proper signage for the proposed parking access.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.G4	<b>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.</b>
			<i>Commission Findings</i>	<i>The subject property is located over 150 ft from the intersection of Northwood Way and Lewis Street. Prior to issuance of a Building Permit for the project, the City Engineer and Streets Department shall review the civil drawings to ensure adequate sight distances and proper signage for the proposed parking access.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.96.060.G5	<b>Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.</b>
			<i>Commission Findings</i>	<i>Northwood Way provides unobstructed access for emergency vehicles, snow plows, garbage trucks and similar service vehicles. The project poses no impediment to emergency or service vehicles.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.H1	<b>Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.</b>
			<i>Commission Findings</i>	<i>As permitted pursuant to KMC §17.96.060.H4, the applicant has proposed hauling the snow off-site in lieu of providing a designated snow storage area.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.H2	<b>Snow storage areas shall be provided on-site.</b>
			<i>Commission Findings</i>	<i>N/A. As indicated on Sheet 1, the applicant has proposed hauling snow from the site as permitted pursuant to KMC §17.96.060.H4.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.96.060.H3	<b>A designated snow storage area shall not have any dimension less than five</b>

				<b>(5') feet and shall be a minimum of twenty-five (25) square feet.</b>
			<i>Commission Findings</i>	<i>As permitted pursuant to KMC §17.96.060.H4, the applicant has proposed hauling the snow off-site in lieu of providing a designated snow storage area.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.H4</b>	<b>In lieu of providing snow storage areas, snow melt and hauling of snow may be allowed.</b>
			<i>Commission Findings</i>	<i>As noted on Sheet 1 of the drawings, the applicant has proposed hauling the snow off-site in lieu of providing a snow storage area on-site. Prior to issuance of a Building Permit for the project, the applicant shall submit the Off-Site Snow Storage Permit application and associated fee to the Planning &amp; Building Department for review and approval. The permit shall specify the address as well as the dimensions of the proposed off-site snow storage area.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I1</b>	<b>Landscaping is required for all projects.</b>
			<i>Commission Findings</i>	<i>The landscape plan is included on Sheet L1.0 of the submittal drawings. The landscape plan includes Swedish aspens as well as planters comprised of ornamental grasses and perennial flowers.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I2</b>	<b>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.</b>
			<i>Commission Findings</i>	<i>The landscape materials and vegetation types shall be readily adaptable to the site's microclimate, soil conditions, orientation, and aspect. The proposed landscaping will soften the mass of the mixed-use building and enhance the neighborhood. Bordering the front property line, the planters framing the driveway access create an inviting entryway to the mixed-use development.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060.I3</b>	<b>All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.</b>
			<i>Commission Findings</i>	<i>All proposed landscape materials and vegetation types shall be drought tolerant. The applicant is encouraged to select native species.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.96.060.I4</b>	<b>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.</b>
			<i>Commission Findings</i>	<i>The proposed landscaping will provide a buffer between the mixed-use building and Northwood Way. The line of Swedish Aspen trees bordering the interior property line will provide a buffer between the entryway to the mixed-use building from the adjacent mixed-use development to the west.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>17.96.060.J1</b>	<b>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 receive approval from the Public Works Department prior to design review approval from the Commission.</b>
			<i>Commission Findings</i>	<i>The project is located in the Light Industrial area and the width of the existing sidewalks in the neighborhood as well as the proposed sidewalk along Northwood Way range from 5 to 6 ft. As a result, the width does not provide sufficient clearance to allow public amenities in the sidewalk while still maintaining a clear path of travel as required by ADA. Further, sight constraints limit available locations to install amenities as any obstruction would conflict with vehicle ingress and egress into the site. Given the associated site constraints, Staff finds this standard to be inapplicable to the project.</i>

### CONCLUSIONS OF LAW

1. The City of Ketchum is a municipal corporation established in accordance with Article XII of the Constitution of the State of Idaho and Title 50 Idaho Code and is required and has exercised its authority pursuant to the Local Land Use Planning Act codified at Chapter 65 of Title 67 Idaho Code and pursuant to Chapters 3, 9 and 13 of Title 50 Idaho Code to enact the Ordinances and regulations, which Ordinances are codified in the Ketchum City Code (“KMC”) and are identified in the Findings of Fact and which are herein restated as Conclusions of Law by this reference and which City Ordinances govern the applicant’s Design Review Application for the development and use of the project site.
2. The Commission has authority to hear the applicant’s Design Review Application pursuant to Chapter 17.96 of Ketchum Code Title 17.
3. The City of Ketchum Planning Department provided adequate notice for the review of this application.
2. The Design Review Application is governed under Ketchum Municipal Code Chapters 17.96, 17.124, and 17.128.
3. The proposed Design Review for the development of the My Sun Valley Home mixed-use building meets the standards of approval under Title 17 of KMC subject to conditions of approval.

### DECISION

**THEREFORE**, the Ketchum Planning and Zoning Commission **approves** this Design Review application this Monday, January 13<sup>th</sup>, 2020 subject to the following conditions:

### CONDITIONS OF APPROVAL

1. This Design Review approval is subject to all comments and conditions as described in Tables 2, 3, and 4.
2. This Design Review approval is based on the plans and information presented and approved at the meeting on the date noted herein. Building Permit plans for all on-site improvements must conform to the approved Design Review plans unless otherwise approved in writing by the Planning and Zoning Commission or Administrator. Any building or site discrepancies which do not conform to the approved plans will be subject to removal.
3. This Design Review approval is subject to Conditional Use Permit P20-004. All conditions of approval shall apply.
4. Prior to issuance of a Building Permit for the project, the applicant shall submit the Off-Site Snow Storage Permit application and associated fee to the Planning & Building Department for review and approval. The permit shall specify the address as well as the dimensions of the proposed off-site snow storage area.
5. All governing ordinances, requirements, and regulations of the Fire Department (2012 International Fire Code and local Fire Protection Ordinance No.1125), Building Department (2012 International Building Code, the 2012 International Residential Code, and Title 15 of Ketchum Municipal Code), Utilities Department, Street Department (Title 12 of Ketchum Municipal Code), and the City Engineer shall be met prior to Certificate of Occupancy.
6. The applicant shall submit final civil drawings prepared by an engineer registered in the State of Idaho to include specification for the ROW, utilities, and drainage improvements to be reviewed and approved by the City Engineer, Streets, and Utilities departments prior to issuance of a Building Permit for the project.

7. The term of Design Review approval shall be twelve (12) months from the date that the Findings of Fact, Conclusions of Law, and Decision are adopted by the Commission or upon appeal, the date the approval is granted by the Council subject to changes in zoning regulations (KMC §17.96.090).
8. All Design Review elements shall be completed prior to issuance of a Certificate of Occupancy for the building.
9. All exterior lighting on the property shall be in compliance with Ketchum Municipal Code, Chapter 17.132, Dark Skies, and shall be inspected by Planning Staff and approved prior the issuance of a Certificate of Occupancy for the building.
10. The project shall comply with the requirements of §17.124.040 Development Standards as adopted on the date a Building Permit is submitted for the project.
11. Prior to issuance of a Building Permit for the project, the applicant shall submit a construction management plans, which addresses each of the standards as set forth in Ketchum Municipal Code, Chapter 15.06 Construction Activity Standards.
12. In addition to the requirements set forth in this Design Review approval, this project shall comply with all applicable local, state, and federal laws.

Findings of Fact **adopted** this 10<sup>th</sup> day of February, 2020.

---

Neil Morrow, Chair  
City of Ketchum  
Planning and Zoning Commission