



City of Ketchum
Planning & Building

IN RE:)
)
1st & Sun Valley Office Building) KETCHUM PLANNING AND ZONING COMMISSION
Design Review) FINDINGS OF FACT, CONCLUSIONS OF LAW, AND
) DECISION
)
Date: June 14, 2022)
)
File Number: P21-100)

PROJECT: 1st & Sun Valley Office Building

APPLICATION TYPE: Design Review

FILE NUMBER: P21-100

ASSOCIATED APPLICATIONS: Condominium Subdivision Preliminary Plat P22-019

ARCHITECT: Scott Payne, Farmer Payne Architects

DEVELOPER: Reid Sanborn

PROPERTY OWNER: 131 E Sun Valley Rd LLC

LOCATION: 131 E Sun Valley Road (Ketchum Townsite: Block 37: Lot 8)

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

OVERLAY: None

RECORD OF PROCEEDINGS

The Planning and Zoning Commission considered the 1st & Sun Valley Office Building Design Review Application File No. P21-100 during their regular meeting on May 24th, 2022. The application was considered concurrently with Condominium Subdivision Preliminary Plat Application File No. P22-019 and the public hearings were combined in accordance with Idaho Code §67-6522.

Public Hearing Notice

The public hearing notice for the project was mailed to all owners of property within 300 feet of the project site and all political subdivisions on May 4th, 2022. The public hearing notice was published in the Idaho Mountain Express the on May 4th, 2022. A notice was posted on the City’s website on May 4th, 2022. The public hearing notice was posted on the project site on May 17th, 2022.

FINDINGS OF FACT

The Planning and Zoning Commission having reviewed the entire project record, provided notice, and conducted the required public hearing does hereby make and set forth these Findings of Fact, Conclusions of Law, and Decision as follows:

The 1st & Sun Valley Office Building project proposes to develop a new three-story commercial office building at the northeast corner of 1st Avenue and Sun Valley Road within the Mixed-Use Subdistrict of the Community Core (CC-2 Zone). The office building will be proposed to be subdivided into 5 condominium units for business tenants. 7 parking spaces—6 in the tandem configuration and 1 ADA space—are provided on site within a semi-enclosed surface parking area accessed from the block 37 alley.

Findings Regarding Compliance with Zoning & Dimensional Standards

17.12.020 – District Use Matrix	Conformance
<i>Zone District: Community Core Subdistrict 2 – Mixed-Use (CC-2)</i>	YES
<p>Finding: The proposed development is a commercial office building. Business offices are permitted in the CC-2 Zone pursuant to Ketchum Municipal Code §17.12.020. Unlike the Retail Core (CC-1) Zone where business offices located on the ground floor with street frontage require a Conditional Use Permit, business offices are permitted on the ground floor with street frontage in the CC-2 Zone.</p>	

17.12.040 – Dimensional Standards. CC District Matrix	Conformance
<i>Minimum Lot Size</i>	YES
<p>Finding: <u>Required:</u> Minimum lot size of 5,500 square feet required in the CC-1 zone district. <u>Proposed:</u> The subject property is 5,500 square feet.</p>	

17.12.040 – Dimensional Standards. CC District Matrix	Conformance
<i>Minimum Lot Width</i>	YES
<p>Finding: <u>Required:</u> Minimum lot width of an average of 55 feet is required in the CC-1 Zone. <u>Proposed:</u> Lot 8 is 55 feet wide.</p>	

17.12.040 – Dimensional Standards. CC District Matrix	Conformance
<i>Minimum Building Setbacks</i>	YES
<p>Finding: <u>Required:</u> Front (1st Avenue/west): 5' average Side (Sun Valley Road/south): 5' average Side (interior/north): 0 feet Rear (alley/east): 3 feet</p>	

Non-habitable structures, fixed amenities, solar and mechanical equipment affixed to a roof must be setback 10 feet from all building facades.

Proposed:

The front and street side setback calculations are provided on Sheet A100 of the project plans.

Front (1st Avenue/west): All three floors are setback an average of 5 feet from 1st Avenue.

Side (Sun Valley Road/south): The first and second floor are setback an average of 5 feet from Sun Valley Road. The third floor is setback an average of 7.58 feet from Sun Valley Road.

Side (interior/north): 9''

Rear (alley/east): 3'-2''

The roof plans on Sheets A204 and A205 provide dimensioned setbacks for the mechanical equipment and roof access structure to the building facades.

Non-habitable Structures/Fixed Amenities/Solar and Mechanical Equipment Affixed to the Roof from all Building Facades: The mechanical equipment is setback 11'-5'' from the rear façade, 31'-4'' from the Sun Valley Road facade, 10' from the interior side façade, and approximately 70 feet from the 1st Avenue façade. The rooftop access structure is setback 10' from the interior side façade, 38'-8'' from the alley façade, 15'-4'' from the Sun Valley Road Façade, and 43' from the 1st Avenue façade.

17.12.040 – Dimensional Standards. CC District Matrix	Conformance
<i>Maximum Building Heights</i>	YES
<p>Finding: <u>Permitted:</u> 42 feet in the CC-2 Zone district</p> <p>Definition - Height of building/CC District: The greatest vertical distance of a building in the community core district measured by determining the average elevation of the front property line and rear property line. Draw a line from the average front or rear elevation up to the maximum building height allowed, and then draw a line at that height parallel to the front or rear property line. The resulting line establishes the highest elevation of the front or rear facade. The front or rear facade shall not extend above this line. Side facades may be stepped up or down to transition from the highest elevation of the front facade height to the highest elevation of the rear facade. One or multiple steps along the side facades are allowed, except no step shall occur within 40 feet of the front elevation or within 35 feet of the rear facade. The City shall establish the elevation points used to calculate the average elevation of the front and rear property lines (see illustration A on file in the office of the City Clerk).</p> <p>Cantilevered Decks and Overhangs: 8 feet above grade and/or walking surface.</p> <p>Non-habitable Structures Located on Building Rooftops: 10 feet</p>	

Perimeter Walls Enclosing Rooftop Deck: 4 feet above roof surface and at least 75% transparent

Rooftop Solar and Mechanical Equipment: 5 feet above roof surface

Proposed:
 Front Property Line Average Elevation: 5825'
 Front Façade Maximum Height Elevation: 5865.42'
 Front Façade Height: 39'-6''

Rear Property Line Average Elevation: 5826.45'
 Rear Façade Maximum Height Elevation: 5867.69'
 Rear Façade Height: 41'-10''

Top of Flat Roof Elevation: 5865.42'
 Top of Nonhabitable Access Structure Elevation: 5873.92'
 Height of Nonhabitable Access Structure Above Flat Roof Surface: 8.5 feet

Rooftop Mechanical Equipment: The rooftop mechanical equipment extends 4'-9'' above the roof surface.

17.124.040 – Floor Area Ratios and Community Housing	Conformance
<i>The permitted FAR in the Community Core Zone is 1.0. The Planning & Zoning Commission may allow an increased FAR subject to Design Review (Ketchum Municipal Code §17.124.040.B).</i>	YES Condition #2
<p>Finding: <u>Permitted:</u> Permitted FAR: 1.0 Permitted FAR with Community Housing: 2.25</p> <p><u>Proposed:</u> The FAR calculation is provided on Sheet A001 of the project plans. Total Gross Floor Area: 10,932 square feet Lot Area: 5,500 square feet FAR: 1.99</p> <p>Community Housing Mitigation Calculation: Permitted Gross Floor Area (1.0 FAR): 5,500 square feet Proposed Gross Floor Area: 10,932 square feet Increase Above Permitted FAR: 5,432 square feet 20% of Increase: 1,086 square feet Net Livable (15% Reduction): 923 square feet</p> <p>Community Housing In-Lieu Fee: \$219,674.00</p>	

Pursuant to condition of approval #2, as a voluntary contribution, in exchange for an increase in FAR, a total community housing contribution of 923 square feet is required. The applicant has proposed paying the in-lieu fee to satisfy their community housing contribution in exchange for the FAR exceedance. A FAR Exceedance Agreement between the applicant and the City to memorialize the community housing contribution shall be signed and recorded prior to issuance of a building permit for the project.

17.125.030 – Off Street Parking and Loading	Conformance
<i>Pursuant to Ketchum Municipal Code §17.125.020.A1, all new development must comply with the off street vehicle parking requirements.</i>	YES
<p>Finding: <u>Required pursuant to Ketchum Municipal Code §17.125.030:</u></p> <ul style="list-style-type: none"> - Parking Space Dimensions for 90-Degree Angle Space: 9x18 feet - Aisle Width for 90-Degree Parking Space: 24 feet - Access to Streets: unobstructed access to and from a street shall be provided for all off street parking spaces - Location: surface parking lots shall be located in the rear of a building or lot - Lighting and Screening <p><u>Proposed Parking:</u> Each of the surface parking spaces are 9x18 feet. Unobstructed access to the surface parking area is provided from the Block 37 alley. The surface parking lot is located in the rear of the building and sufficiently screened from public view with perforated metal panels.</p>	

17.125.040 – Off Street Parking and Loading Calculations 17.125.050 – Community Core District Off Street Parking and Loading Calculations	Conformance
<i>Pursuant to Ketchum Municipal Code 17.125.020.A1, all new development must comply with the off street vehicle parking requirements.</i>	YES
<p>Finding: <u>Required (KMC §17.125.040)</u> Non-residential: 1 parking space per 1,000 gross square feet (refer to definition of gross floor area with additional exclusion of common and public areas)</p> <p><u>Community Core Off-Street Parking and Loading Calculations (KMC §17.125.050)</u> D. On Street Parking Credit</p> <ol style="list-style-type: none"> 1. In a circumstance where the off-street parking matrix results in a requirement of more than four parking spaces, four on street parking spaces per 5,500 square feet of lot area may be credited toward the required parking demand after the required four space minimum on site is satisfied. 2. Only existing and available parking spaces located directly adjacent to the property lines of the subject property shall be counted towards the on-street parking credit. 	

3. The credit spaces shall only be credited for the nonresidential parking demand of the project.

Project Parking Demand

The project generates a total parking demand of 10 spaces. Each of the 5 offices within the commercial building generates a parking demand of 2 spaces.

Ground Floor

Tenant Space 1 (1,813 gross square feet): 2 parking spaces required

Second Floor

Tenant Space 2 (1,818 gross square feet): 2 parking spaces required

Tenant Space 3 (1,779 gross square feet): 2 parking spaces required

Third Floor

Tenant Space 4 (1,812 gross square feet): 2 parking spaces required

Tenant Space 5 (1,762 gross square feet): 2 parking spaces required

Total Parking Demand: 10 Parking Spaces

Proposed

7 on-site spaces are provided within the semi-enclosed surface parking area accessed from the block 37 alley. 6 of these spaces are arranged in a tandem configuration. The Commission approves the tandem configuration for the commercial development because the 2 parking spaces within each tandem stall are both assigned to one commercial condominium unit and designated as limited common elements on the preliminary plat map. The project takes advantage of the on-street parking credit that provides 4 on-street parking spaces per 5,500 square feet of lot area for projects in the Community Core (KMC §17.125.050). These 4 on-street spaces may be credited toward nonresidential parking demand only after the 4 minimum required parking spaces are provided on site. Only existing and available parking spaces located directly adjacent to the property lines of the subject property may be counted towards the on-street parking credit. The 4 on-street credit spaces along Sun Valley Road and 1st Avenue directly adjacent to the property will meet the parking demand for the 2 offices that do not have parking spaces assigned to their units on site. The ADA parking space must remain open for public customers and may not be assigned to an individual office tenant.

17.125.060 – Bicycle Parking	Conformance
	YES Condition #5
<p>Finding: <u>Required:</u> 1 bicycle rack, accommodating at least two bicycles, for every four parking spaces required. 3 bicycle racks, accommodating at least two bicycles, are required for the office building project.</p>	

Proposed: Sheet A1.0 shows that 2 bike racks accommodating two bicycles have been provided on-site by the main building entrance along Main Street. Sheet A2.0 shows that 2 bike racks accommodating two bicycles have been provided on-site within a covered bike parking area by the main building entrance along Sun Valley Road. The parking generates a parking demand of 10 spaces. 2.5 bike racks are required to be installed based on the project parking demand. Pursuant to Ketchum Municipal Code §17.96.070.F2, when the calculation of the required number of bicycle racks results in a fractional number, a fraction equal to or greater than ½ shall be adjusted to the next whole number. 3 bicycle racks, able to accommodate at least two bicycles each, is required to be provided. Pursuant to condition of approval #5, the applicant shall install an additional bike rack within the covered bike parking area.

17.127 – Signage	Conformance
<i>Master Signage Plan for New Construction</i>	YES Condition #9
<p>Finding: The master signage plan for the project is provided on Sheet A101 of the project plans. Pursuant to condition of approval #9, separate sign permits shall be required for all new signs prior to installation.</p>	

FINDINGS REGARDING COMPLIANCE WITH DESIGN REVIEW STANDARDS

17.96.060.A.1 - Streets	Conformance
<i>The applicant shall be responsible for all costs associated with providing a connection from an existing City street to their development.</i>	YES Condition #10
<p>Finding: The project is located at the northeast corner of 1st Avenue and Sun Valley Road. No new streets are proposed for the project. The off-street surface parking area is accessed from the existing Block 37 alley. The right-of-way improvement plan is indicated on Sheet C1.1 of the project plans. The applicant has proposed repairing a section of asphalt along Sun Valley Road that borders the side the property line.</p> <p>Final civil drawings for all associated right-of-way and alley improvements shall be submitted with the building permit application to be verified, reviewed, and approved by the City Engineer and the Streets Department. Final review of all right-of-way improvements to the right-of-way will be completed prior to issuance of a building permit for the project pursuant to condition of approval #10.</p>	

17.96.060.A.2 - Streets	Conformance
<i>All street designs shall be approved by the City Engineer.</i>	YES Condition #10
<p>Finding: No new streets or changes to the travel lanes or street designs are proposed with this project. Final civil drawings for all associated right-of-way improvements shall be submitted with the building permit application to be verified, reviewed, and approved by the City</p>	

Engineer and Streets Department. Final review of all right-of-way improvements to the right-of-way will be completed prior to issuance of a building permit for the project pursuant to condition of approval #10.

17.96.060.B.1 - Sidewalks	Conformance
<i>All projects under subsection 17.96.010.A of this chapter that qualify as a "substantial improvement" shall install sidewalks as required by the Public Works Department.</i>	YES
<p>Finding: The 1st & Sun Valley Office Building project qualifies as a substantial improvement. The applicant has proposed to install new 8-foot-wide, heated, paver sidewalks along Sun Valley Road and 1st Avenue.</p>	

17.96.060.B.2 - Sidewalks	Conformance
<i>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.</i>	YES Conditions #3, #4, & #10
<p>Finding: The applicant has proposed to install new 8-foot wide, heated, paver sidewalks within the right-of-way along Sun Valley Road and 1st Avenue. The applicant has also proposed to construct a new bulb-out at the street corner. Pursuant to condition #3, the bulb-out design shall comply with City right-of-way standards. 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. Final review of all improvements to the right-of-way will be completed prior to issuance of a building permit for the project pursuant to condition of approval #10.</p> <p>The project requires a ROW Encroachment Permit for the pavers and snowmelt system proposed to be installed for the sidewalks along Main and 5th Streets, the bench, and 2-foot canopy overhang along Sun Valley Road. The City Council has the authority to review and approval all permanent encroachments within the public right-of-way associated with a development project pursuant to Ketchum Municipal Code §17.96.030.C. Pursuant to condition of approval #4, the ROW Encroachment Agreement must be approved by City Council prior to issuance of a building permit for the project.</p>	

17.96.060.B.3 - Sidewalks	Conformance
<p><i>Sidewalks may be waived if one of the following criteria is met:</i></p> <ul style="list-style-type: none"> <i>a) The project comprises an addition of less than 250 square feet of conditioned space.</i> <i>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.</i> 	N/A

Finding: N/A as sidewalks are required for this project.

17.96.060.B.4 - Sidewalks	Conformance
<i>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.</i>	YES
Finding: As shown on Sheet C1.1 of the project plans, the proposed sidewalk improvements are equal to the length of the property’s street frontages along Sun Valley Road and 1 st Avenue.	

17.96.060.B.5 – Sidewalks	Conformance
<i>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.</i>	YES Condition #10
Finding: The new heated, paver sidewalk along 1 st Avenue will connect to the existing sidewalk to the north. The applicant will construct new ADA compliant ramps to transition from the Block 37 alleyway to the existing sidewalk along Sun Valley Road to the east. 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. Final review of all improvements to the right-of-way will be completed prior to issuance of a building permit for the project pursuant to condition of approval #10.	

17.96.060.B.6 - Sidewalks	Conformance
<i>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 110 percent 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.</i>	N/A
Finding: The applicant has not request relief from the requirement to construct sidewalks and Staff does not recommend a voluntary cash contribution in-lieu of improvements for this project.	

17.96.060.C.1 - Drainage	Conformance
<i>All stormwater shall be retained on site.</i>	YES Condition #10
Finding: The proposed drainage improvements are indicated on Sheet C1.1 of the project plans. All storm water shall be retained on site, including water from roof drains. All roof drain locations must be shown on the project plans submitted with the building permit application	

for final review and approval by the City Engineer. The final civil drawings submitted with the building permit application should show drainage arrows and slopes.

Pursuant to condition #10, the applicant shall submit final civil drawings for all drainage improvements with the building permit application to be verified, reviewed, and approved by the City Engineer. The final project plans submitted with the building permit application must specify the location of all roof drains.

17.96.060.C.2 - Drainage	Conformance
<i>Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.</i>	YES Condition #10
<p>Finding: See above analysis for Ketchum Municipal Code §17.96.060.C1. All drainage improvements are required to be constructed City standards. All stormwater shall be retained on-site. The project proposes to construct right-of-way improvements for the length of the subject property, including curb and gutter, along Sun Valley Road and 1st Avenue. The project also proposes installing a new drywell and catch basin along 1st Avenue as well as a new catch basin and drywell within the alleyway. The civil drawings submitted with the building permit application should show drainage arrows and slopes. Pursuant to condition #10, the applicant shall submit final civil drawings for all drainage improvements with the building permit application to be verified, reviewed, and approved by the City Engineer.</p>	

17.96.060.C.3 - Drainage	Conformance
<i>The City Engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.</i>	N/A
<p>Finding: The City Engineer will determine if the drainage improvements are sufficient after reviewing the final civil drawings submitted with the building permit application. The City Engineer may require additional drainage improvements if necessary.</p>	

17.96.060.C.4 - Drainage	Conformance
<i>Drainage facilities shall be constructed per City standards.</i>	YES Condition #10
<p>Finding: All drainage facilities shall be constructed to City standards. Final design of drainage facilities will be reviewed and approved by the City Engineer prior to issuance of a building permit per condition #10.</p>	

17.96.060.D.1 - Utilities	Conformance
<i>All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.</i>	YES
<p>Finding: All project costs associated with the development, including installation of utilities, are the responsibility of the applicant.</p>	

17.96.060.D.2 - Utilities	Conformance
<i>Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.</i>	YES
<p>Finding: All utilities within the development site shall be underground and concealed from public view. The new transformer is located at the northeast corner of the property setback 3'-8" from the alley. As indicated on Sheet A201 of the project plans, the transformer is proposed to be screened by perforated panels. The applicant has provided a letter from Idaho Power dated April 25, 2022 confirming their approval of the siting of the new transformer and that the proposed screening complies with their screening requirements. The electrical meters are installed on the exterior of the mechanical/maintenance room wall facing the surface parking area that is screened from public view by perforated metal panels.</p>	

17.96.060.D.3 - Utilities	Conformance
<i>When extension of utilities is necessary all developers will be required to pay for and install two-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.</i>	N/A
<p>Finding: The location of the subject property is already served by fiber optical and therefore no conduit is required in this location.</p>	

17.96.060.E.1 – Compatibility of Design	Conformance
<i>The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.</i>	YES
<p>Finding: The development site is adjacent to: (a) the Friesen building to the north along 1st Avenue, (b) the Fisher Condominiums to the east across the alley, (c) a vacant lot to the south across Sun Valley Road, and (d) the new mixed-use development directly across 1st Avenue to the west. This area of downtown is transitioning as properties are redeveloped like the recent addition to the old post office at the northwest corner of Sun Valley Road and 1st Avenue. This area contains both smaller-scaled older buildings as well as new, larger-scaled developments like the mixed-use building currently under construction at the southwest corner of 1st Avenue and 4th Street. This project will add a contemporary building to the streetscape.</p> <p>The project's material and color sample board is provided on Sheet A002 of the project plans. The primary materials used on the exterior walls of the office building are antique brick and bronze vertical metal siding. Large rectangular windows break up these solid materials and add transparency to the office building. The canopy overhangs that project from the front and street side facades along 1st Avenue and Sun Valley Road are comprised of timber beams and bronze metal fascia. The on-site parking area along the alley is semi-enclosed and screened from public view along Sun Valley Road with bronze perforated metal screens.</p>	

The design approach combines brick, a traditional material characteristic of Ketchum’s local vernacular architecture, with contemporary materials like vertical metal siding to enhance visual interest. The recently developed Sun Valley & 1st Mixed-Use Building at the northwest corner of Sun Valley Road and 1st Avenue also combines natural materials, including wood siding and stone veneer, with more modern elements like metal panels. The project’s proposed materials are compatible with neighboring buildings and the surrounding downtown area. The use of brick on the first two floors provides a visually solid base anchoring the office building to the project site. Brick detailing forms a cap at the top of the first and second levels to visually distinguishing each floor of the building. The third floor is differentiated from the lower levels with vertical metal siding.

17.96.060.E.2 – Compatibility of Design	Conformance
<i>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.</i>	N/A
<p>Finding: The property is developed with an existing building that was constructed in 1889. This 133-year-old building has been most recently occupied by the Antique Alley retail store and was formerly the River Run Auto Parts store. The single-story, wood frame building was identified on the 2005 Walsworth Associates Windshield Survey as a historic resource. The existing structure is not listed on Ketchum’s Historic Building/Site List due to its poor condition and insufficient history integrity. All buildings over 50 years of age must follow the process for demolition of buildings specified Ketchum Municipal Code §15.16.040. The demolition permit may not be issued until a complete building permit application for the replacement project on the property has been accepted by the City and all required fees have been paid.</p>	

17.96.060.E.3 – Compatibility of Design	Conformance
<i>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.</i>	N/A
<p>Finding: N/A. The existing building will be demolished. The office building project is new construction.</p>	

17.96.060.F.1 – Architectural	Conformance
<i>Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.</i>	YES
<p>Finding: The two building entrances are recessed—the building entrance along Sun Valley Road is setback approximately 11 feet from the street side property line and the building entrance along 1st Avenue is setback 10 feet from the front property line. The building entrances are further defined by projecting, canopy overhangs. The building entrances lead to paver pathways on the subject property that connect to the new sidewalks that will be constructed along Sun Valley Road and 1st Avenue.</p>	

17.96.060.F.2 – Architectural	Conformance
<i>The building character shall be clearly defined by use of architectural features.</i>	YES
<p>Finding: The design approach combines brick, a traditional material characteristic of Ketchum’s local vernacular architecture, with contemporary materials like vertical metal siding to enhance visual interest. The recently developed Sun Valley & 1st Mixed-Use Building at the northwest corner of Sun Valley Road and 1st Avenue also combines natural materials, including wood siding and stone veneer, with more modern elements like metal panels. The project’s proposed materials are compatible with neighboring buildings and the surrounding downtown area. The use of brick on the first two floors provides a visually solid base anchoring the office building to the project site. Brick detailing forms a cap at the top of the first and second levels to visually distinguishing each floor of the building. The third floor is differentiated from the lower levels with vertical metal siding.</p> <p>Even though the commercial development will be an office building containing no retail, the design incorporates elements of traditional Main Street storefronts, including recessed entrances and transom windows. Large storefront windows and glass doors are utilized on the ground level along Sun Valley Road and 1st Avenue. These large windows and doors open the building towards the street corner and create a welcoming and inviting environment. This fenestration will humanize the commercial development by providing views into the internal life of the office building. The transparent windows and doors are balanced with the solid and durable brick and metal materials.</p> <p>The Sun Valley Road façade is distinguished by a central atrium that highlights the office building’s interior vertical circulation. The atrium is comprised of large rectangular windows with bronze metal trim and panels. The recessed balconies at the second and third floors further break up the mass of the building into visually distinct components.</p>	

17.96.060.F.3 – Architectural	Conformance
<i>There shall be continuity of materials, colors and signing within the project.</i>	YES
<p>Finding: The project uses a consistent set of materials and colors, including antique brick and bronze metal siding. The design approach combines brick, a traditional material characteristic of Ketchum’s local vernacular architecture, with contemporary materials like vertical metal siding to enhance visual interest.</p>	

17.96.060.F.4 – Architectural	Conformance
<i>Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.</i>	YES
<p>Finding: The landscape plans are provided on Sheets A200A and A200B.</p>	

The applicant has proposed to install 4 street trees—2 along Sun Valley Road and 2 along 1st Avenue. The building steps back 5 feet from Sun Valley Road as it transitions from the surface parking area to the street corner. This setback area will be improved with a landscaped seating area that welcomes pedestrians and activate the streetscape. The board-formed concrete planter boxes will be vegetated with Blue Oat Grass and Pixie Fountain Hair Grass. The applicant has incorporated landscape planters into the guardrail design for the upper-level balconies. The steel upper-level planters will be vegetated with Trumpet Honeysuckle. The proposed landscaping softens the structure and surrounding hardscape. The board-formed concrete and steel planter boxes match the office building’s exterior materials.

No accessory structures are proposed.

17.96.060.F.5 – Architectural	Conformance
<i>Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.</i>	YES
<p>Finding: Even though the commercial development will be an office building containing no retail, the design incorporates elements of traditional Main Street storefronts, including recessed entrances and transom windows. Large storefront windows and glass doors are utilized on the ground level along Sun Valley Road and 1st Avenue. These large windows and doors open the building towards the street corner and create a welcoming and inviting environment. This fenestration will humanize the commercial development by providing views into the internal life of the office building. The transparent windows and doors are balanced with the solid and durable brick and metal materials.</p> <p>The Sun Valley Road façade is distinguished by a central atrium that highlights the office building’s interior vertical circulation. The atrium is comprised of large rectangular windows with bronze metal trim and panels. The recessed balconies at the second and third floors further break up the mass of the building into visually distinct components.</p>	

17.96.060.F.6 – Architectural	Conformance
<i>Building(s) shall orient toward their primary street frontage.</i>	YES
<p>Finding: The office building orients towards 1st Avenue and Sun Valley Road. The two building entrances are recessed—the building entrance along Sun Valley Road is setback approximately 11 feet from the street side property line and the building entrance along 1st Avenue is setback 10 feet from the front property line. The building entrances are further defined by projecting, canopy overhangs.</p>	

17.96.060.F.7 – Architectural	Conformance
<i>Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.</i>	YES
<p>Finding: As shown on Sheet A201 of the project plans, the garbage area is located within the surface parking area, which is screened from public view by perforated metal panels. The</p>	

applicant has submitted a letter from Clear Creek Disposal dated March 16th, 2022 confirming their approval of the proposed garage storage area configuration.

17.96.060.F.8 – Architectural	Conformance
<i>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.</i>	YES
<p>Finding: The roof plans are indicated on Sheets A204 and A205. The roof will slope to internal downspouts. Both building entrances are recessed and covered by the second level of the building. The applicant has also provided an awning that extends to the side property line along Sun Valley Road and extending 2 feet beyond the front property line along Sun Valley Road overhanging in the public right-of-way. The second floor and awning will provide weather protection for the areas where pedestrian will gather and circulate.</p>	

17.96.060.G.1 – Circulation Design	Conformance
<i>Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.</i>	YES Condition #10
<p>Finding: The new heated, paver sidewalk along 1st Avenue will connect to the existing sidewalk to the north. The applicant will construct new ADA compliant ramps to transition from the Block 37 alleyway to the existing sidewalk along Sun Valley Road to the east. Final review of all improvements to the right-of-way will be completed prior to issuance of a building permit for the project pursuant to condition of approval #10.</p>	

17.96.060.G.2 – Circulation Design	Conformance
<i>Awnings extending over public sidewalks shall extend five feet or more across the public sidewalk but shall not extend within two feet of parking or travel lanes within the right-of-way.</i>	YES Condition #4
<p>Finding: The ground-level canopy extends 2 feet over the front property line along Sun Valley Road. Pursuant to condition of approval #4, the ROW Encroachment Agreement must be approved by City Council prior to issuance of a building permit for the project.</p>	

17.96.060.G.3 – Circulation Design	Conformance
<i>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.</i>	YES Condition #10
<p>Finding: The project is located at the northeast corner of 1st Avenue and Sun Valley Road. No new streets are proposed for the project. The off-street surface parking area is accessed from the existing Block 37 alley. The proposed alley access will allow traffic to flow safely within the project and onto Sun Valley Road. The right-of-way improvement plan is indicated on Sheet</p>	

C1.1 of the project plans. The applicant has proposed repairing the asphalt on a section of Sun Valley Road that borders the side the property line.

Final civil drawings for all associated right-of-way and alley improvements shall be submitted with the building permit application to be verified, reviewed, and approved by the City Engineer and the Streets Department. Final review of all right-of-way improvements to the right-of-way will be completed prior to issuance of a building permit for the project pursuant to condition of approval #10.

17.96.060.G.4 – Circulation Design	Conformance
<i>Curb cuts and driveway entrances shall be no closer than 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.</i>	N/A
<p>Finding: The subject property is a corner lot with street frontage along both 1st Avenue and Sun Valley Road. No curb cuts or driveway entrances are proposed along 1st Avenue or Sun Valley Road. The surface parking area is accessed from the Block 37 alley.</p>	

17.96.060.G.5 – Circulation Design	Conformance
<i>Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.</i>	YES Condition #10
<p>Finding: Please see above analysis for Ketchum Municipal Code §17.96.060.G3. Unobstructed access is provided for emergency vehicles along Sun Valley Road, 1st Avenue, and the Block 37 alleyway. The applicant has submitted a letter from Clear Creek Disposal dated March 16, 2022 confirming their approval of the garbage disposal configuration to service the dumpster within the surface parking area.</p> <p>Final civil drawings for all associated right-of-way and alley improvements shall be submitted with the building permit application to be verified, reviewed, and approved by the City Engineer and the Streets Department. Final review of all right-of-way improvements to the right-of-way will be completed prior to issuance of a building permit for the project pursuant to condition of approval #10.</p>	

17.96.060.H.1 – Snow Storage	Conformance
<i>Snow storage areas shall not be less than 30 percent of the improved parking and pedestrian circulation areas.</i>	N/A
<p>Finding: Sheet C1.1 notes that all sidewalks within the public right-of-way will be heated. All of the improved parking and pedestrian circulation areas on the subject property are covered by the second floor and canopy overhangs.</p>	

17.96.060.H.2 – Snow Storage	Conformance
<i>Snow storage areas shall be provided on site.</i>	N/A
Finding: Sheet C1.1 notes that all sidewalks within the public right-of-way will be heated. All improved parking and pedestrian circulation areas on the subject property are covered by the second floor and canopy overhangs.	

17.96.060.H.3 – Snow Storage	Conformance
<i>A designated snow storage area shall not have any dimension less than five feet and shall be a minimum of 25 square feet.</i>	N/A
Finding: N/A. Sheet C1.1 notes that all sidewalks within the public right-of-way will be heated. All improved parking and pedestrian circulation areas on the subject property are covered by the second floor and canopy overhangs. No snow storage areas on the subject property are required because all parking and pedestrian circulation areas on the property are covered by the second floor and canopy overhangs.	

17.96.060.H.4 – Snow Storage	Conformance
<i>In lieu of providing snow storage areas, snowmelt and hauling of snow may be allowed.</i>	YES
Finding: Sheet C1.1 notes that all sidewalks within the public right-of-way will be heated. All improved parking and pedestrian circulation areas on the subject property are covered by the second floor and canopy overhangs.	

17.96.060.I.1 – Landscaping	Conformance
<i>Landscaping is required for all projects.</i>	YES
Finding: The landscape plan is indicated on Sheets A200A and A200B of the project plans.	

17.96.060.I.2 – Landscaping	Conformance
<i>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.</i>	YES
Finding: Sheet C1.3 includes a plan view of the street trees and grates that have been designed to City right-of-way standards. The 4 street trees will be 3” minimum caliper Autumn Blaze Maple trees. The ground-level planters will be vegetated with Blue Oat Grass and Pixie Fountain Hair Grass. The upper-level planters will be vegetated with Trumpet Honeysuckle. The proposed landscaping will soften the building walls, beautify the surrounding streetscape, and complement the surrounding neighborhood. The landscape plan shall be readily adaptable to the site’s microclimate, soil conditions, orientation, and aspect.	

17.96.060.I.3 – Landscaping	Conformance
<i>All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.</i>	YES
Finding: All trees, shrubs, grasses, and perennials shall be drought tolerant. Native species are recommended.	

17.96.060.I.4 – Landscaping	Conformance
<i>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.</i>	YES
Finding: The subject property is surrounded by compatible uses within the Community Core Zone. The vegetation will enhance the pedestrian-friendly streetscape. The planters incorporated into the guardrail design for the upper-level balconies will buffer these private outdoor spaces from Sun Valley Road and 1 st Avenue.	

17.96.060.J.1 – Public Amenities	Conformance
<i>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.</i>	YES Conditions #4 & #10
<p>Finding: The building steps back 5 feet from Sun Valley Road as it transitions from the surface parking area to the street corner. This setback area on the subject property will be improved with a landscaped seating area that welcomes pedestrians and activate the streetscape. The applicant has also proposed a bench by the new bulb out on the sidewalk. The siting of the bench must comply with City standards and ADA requirements for clearance around all obstacles to provide a clear path for pedestrians.</p> <p>Final civil drawings for all associated right-of-way and alley improvements shall be submitted with the building permit application to be verified, reviewed, and approved by the City Engineer and the Streets Department. Final review of all right-of-way improvements to the right-of-way will be completed prior to issuance of a building permit for the project pursuant to condition of approval #10.</p> <p>Pursuant to condition of approval #4, the ROW Encroachment Agreement must be approved by City Council prior to issuance of a building permit for the project.</p>	

FINDINGS REGARDING COMPLIANCE WITH COMMUNITY CORE DESIGN REVIEW STANDARDS

Design Review Application File No. P21-100: 1st & Sun Valley Office Building

Findings of Fact, Conclusions of Law, and Decision

Planning & Zoning Commission Meeting of June 14th, 2022

City of Ketchum Planning & Building Department

17.96.070.A.1 – Streets	Conformance
<i>Street trees, streetlights, street furnishings, and all other street improvements shall be installed or constructed as determined by the Public Works Department.</i>	YES Conditions #4 & #10
<p>Finding: The placement of all street trees, streetlights, benches, and street signs require final review and approval by the City Engineer. 6 feet minimum of clearance must be provided around all obstacles within the right-of-way, including street trees, grates, streetlights, and benches. All amenities within the public right-of-way, including street trees and streetlights, must be reviewed and approved by the City Engineer. 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. Final review of all improvements to the right-of-way will be completed prior to issuance of a building permit for the project pursuant to condition of approval #10.</p> <p>The project requires a ROW Encroachment Permit for the sidewalk pavers and snowmelt system, bench, and canopy overhang. The City Council has the authority to review and approval all permanent encroachments within the public right-of-way associated with a development project pursuant to Ketchum Municipal Code §17.96.030.C. Pursuant to condition #4, the ROW Encroachment Agreement must be approved by City Council prior to issuance of a building permit for the project.</p>	

17.96.070.A.2 – Streets	Conformance
<i>Street trees with a minimum caliper size of three inches, shall be placed in tree grates.</i>	Yes
<p>Finding: Sheet C1.3 provides a detail of the proposed street trees showing that the Autumn Blaze Maple will be 3” minimum caliper size and will be placed in tree wells in accordance with the City’s right-of-way standards. The placement of all street trees requires final review and approval by the City Engineer.</p>	

17.96.070.A.3 – Streets	Conformance
<i>Due to site constraints, the requirements of this subsection A may be modified by the Public Works Department.</i>	N/A
<p>Finding: Preliminary plans submitted with Design Review are reviewed by the City Engineer and Streets Department in concept only. Modification to the requirements of Ketchum Municipal Code §17.96.070.A may be recommended by the City Engineer and Streets Department following review of the civil final drawings submitted with the building permit application. No modifications to these requirements have been recommended by the City Engineer or Streets Department at this time.</p>	

17.96.070.B.1 – Architectural	Conformance
-------------------------------	-------------

<i>Facades facing a street or alley or located more than five 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 facade.</i>	YES
--	-----

Finding: Ketchum Municipal Code §17.96.070.B1 requires facades located more than 5 feet from interior side property lines to be designed with both solid surfaces and window openings. Facades located less than 5 feet from interior side property lines are not subject to this same standard due to fire separation requirements for zero-lot-line developments. The office building is setback 9 inches from the interior side property line. The north building elevation on Sheet A302 shows the proposed design of the interior side wall and includes an outline of the adjacent Friesen building. Most of the interior side façade will be vertical metal siding. The exposed portion of the interior side façade is broken up by a second-level recessed balcony and windows. The design carries the brick around corner of the building at the ground level to provide visual interest to the interior side wall.

17.96.070.B.2 - Architectural	Conformance
-------------------------------	-------------

<i>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.</i>	YES
--	-----

Finding: Even though the commercial development will be an office building containing no retail, the design incorporates elements of traditional Main Street storefronts, including recessed entrances and transom windows. Large storefront windows and glass doors are utilized on the ground level along Sun Valley Road and 1st Avenue. These large windows and doors open the building towards the street corner and create a welcoming and inviting environment. This fenestration will humanize the commercial development by providing views into the internal life of the office building. The transparent windows and doors are balanced with the solid and durable brick and metal materials.

The building steps back 5 feet from Sun Valley Road as it transitions from the surface parking area to the street corner. This setback area will be improved with a landscaped seating area that welcomes pedestrians and activate the streetscape.

17.96.070.B.3 - Architectural	Conformance
-------------------------------	-------------

<i>For nonresidential portions of buildings, front facades shall be designed to not obscure views into windows.</i>	YES
---	-----

Finding: See above analysis for Ketchum Municipal Code §17.96.070.B2. The front and street side facades include significant fenestration and do not obscure views into the windows of the office condominium units.

17.96.070.B.4 - Architectural	Conformance
-------------------------------	-------------

<i>Roofing forms and materials shall be compatible with the overall style and character of the structure. Reflective materials are prohibited.</i>	YES
Finding: The roof plan is indicated on Sheets A204 and A205. The roof material is Class-A-Rated EPDM and ballasted EPDM. The flat roof form is compatible with the office building's contemporary design.	

17.96.070.B.5 - Architectural	Conformance
<i>All pitched roofs shall be designed to sufficiently hold all snow with snow clips, gutters, and downspouts.</i>	N/A
Finding: The roof plan is indicated on Sheets A204 and A205. The flat roof will slope to internal downspouts. No pitched roof elements are proposed for the office building project.	

17.96.070.B.6 - Architectural	Conformance
<i>Roof overhangs shall not extend more than three feet over a public sidewalk. Roof overhangs that extend over the public sidewalk shall be approved by the Public Works Department.</i>	YES Condition #4
Finding: The ground-level canopy extends 2 feet over the front property line along Sun Valley Road. Pursuant to condition of approval #4, the ROW Encroachment Agreement for all encroachments in the right-of-way, including the sidewalk pavers and snowmelt system, bench, and canopy overhang, must be approved by City Council prior to issuance of a building permit for the project.	

17.96.070.B.7 - Architectural	Conformance
<i>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.</i>	N/A
Finding: The project does not contain ground floor residential units or elevated commercial space with front porches or stoops.	

17.96.070.C.1 – Service Areas and Mechanical/Electrical Equipment	Conformance
<i>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.</i>	YES
Finding: As shown on Sheet A201 of the project plans, the garbage area is located within the surface parking area, which is screened from public view by perforated metal panels. The applicant has submitted a letter from Clear Creek Disposal dated March 16th, 2022 confirming their approval of the proposed garage storage area configuration.	

17.96.070.C.2 – Service Areas and Mechanical/Electrical Equipment	Conformance
<i>Roof and ground mounted mechanical and electrical equipment shall be fully screened from public view. Screening shall be compatible with the overall building design.</i>	YES
<p>Finding: All utilities within the development site shall be underground and concealed from public view. The new transformer is located at the northeast corner of the property setback 3'-8" from the alley. As indicated on Sheet A201 of the project plans, the transformer is proposed to be screened by perforated panels. The applicant has provided a letter from Idaho Power dated April 25, 2022 confirming their approval of the siting of the new transformer and that the proposed screening complies with their screening requirements. The electrical meters are installed on the exterior of the mechanical/maintenance room wall facing the surface parking area that is screened from public view by perforated metal panels. The roof-mounted equipment is sufficiently screened by the roof parapet.</p>	

17.96.070.D.1 - Landscaping	Conformance
<i>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.</i>	YES
<p>Finding: The existing site survey on Sheet C0.0 indicates 4 existing street trees within the sidewalks along 1st Avenue and Sun Valley Road. The existing site does not contain any healthy or mature trees. Sheet C1.1 shows that the applicant will provide 4 new street trees—2 along Sun Valley Road and 2 along 1st Avenue.</p>	

17.96.070.D.2 - Landscaping	Conformance
<i>Trees that are placed within a courtyard, plaza, or pedestrian walkway shall be placed within tree wells that are covered by tree grates.</i>	YES
<p>Finding: Sheet C1.3 includes a plan view of the street trees and grates that have been designed to City right-of-way standards. The 4 street trees will be 3" minimum caliper Autumn Blaze Maple trees.</p>	

17.96.070.D.3 - Landscaping	Conformance
<i>The City arborist shall approve all parking lot and replacement trees.</i>	YES
<p>Finding: The applicant has proposed 4 new street trees to replace the 4 existing street trees along Sun Valley Road and 1st Avenue. The proposed street trees comply with the City's right-of-way standards.</p>	

17.96.070.E.1 – Surface Parking Lots	Conformance
<i>Surface parking lots shall be accessed from off the alley and shall be fully screened from the street.</i>	YES

Finding: The surface parking area accessed from the Block 37 alleyway is semi-enclosed and screened from public view along Sun Valley Road with perforated metal panels.

17.96.070.E.2 – Surface Parking Lots	Conformance
<i>Surface parking lots shall incorporate at least one tree and one additional tree per ten on site 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.</i>	N/A
Finding: N/A. The surface parking area is semi-enclosed and located under the second-floor overhang of the office building. The surface parking area is not open-air and contains less than 10 parking spaces. This standard does not apply to the office building project.	

17.96.070.E.3 – Surface Parking Lots	Conformance
<i>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.</i>	YES
Finding: All on-site landscaping is planted within planter boxes. The street trees are planted within tree wells in accordance with the City’s right-of-way standards.	

17.96.070.F.1 – Bicycle Parking	Conformance
<i>One bicycle rack, able to accommodate at least two bicycles, shall be provided for every four parking spaces as required by the proposed use. At a minimum, one bicycle rack shall be required per development.</i>	YES Condition #5
Finding: Sheet A2.0 shows that 2 bike racks accommodating two bicycles have been provided on-site within a covered bike parking area by the main building entrance along Sun Valley Road. The parking generates a parking demand of 10 spaces. 2.5 bike racks are required to be installed based on the project parking demand. Pursuant to Ketchum Municipal Code §17.96.070.F2, when the calculation of the required number of bicycle racks results in a fractional number, a fraction equal to or greater than ½ shall be adjusted to the next whole number. 3 bicycle racks, able to accommodate at least two bicycles each, is required to be provided. Pursuant to condition of approval #5, the applicant shall install an additional bike rack within the covered bike parking area.	

17.96.070.F.2 – Bicycle Parking	Conformance
---------------------------------	-------------

<i>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 shall be adjusted to the next highest whole number.</i>	YES Condition #5
<p>Finding: Sheet A2.0 shows that 2 bike racks accommodating two bicycles have been provided on-site within a covered bike parking area by the main building entrance along Sun Valley Road. The parking generates a parking demand of 10 spaces. 2.5 bike racks are required to be installed based on the project parking demand. Pursuant to Ketchum Municipal Code §17.96.070.F2, when the calculation of the required number of bicycle racks results in a fractional number, a fraction equal to or greater than ½ shall be adjusted to the next whole number. 3 bicycle racks, able to accommodate at least two bicycles each, is required to be provided. Pursuant to condition of approval #5, the applicant shall install an additional bike rack within the covered bike parking area.</p>	

17.96.070.F.3 – Bicycle Parking	Conformance
<i>Bicycle racks shall be clearly visible from the building entrance they serve and not mounted less than 50 feet from said entrance or as close as the nearest non-ADA parking space, whichever is closest. Bicycle racks shall be located to achieve unobstructed access from the public right-of-way and not in areas requiring access via stairways or other major obstacles.</i>	YES
<p>Finding: The covered and semi-enclosed bike parking area is located adjacent to the office building entrance along Main Street. The bike parking area is located directly adjacent to the new sidewalk along Sun Valley Road providing unobstructed access from the public right-of-way and is not in areas requiring access through stairways or other major obstacles.</p>	

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 Municipal 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 Municipal Code Title 17.
3. The City of Ketchum Planning Department provided notice for the review of this application in accordance with Ketchum Municipal Code §17.96.080.
4. The Design Review application is governed under Ketchum Municipal Code Chapters 17.96, 17.124, 17.08, 17.12, 17.18, and 17.128.

5. The 1st & Sun Valley Office Building Design Review Application File No. P21-100 meets all applicable standards specified in Title 17 of Ketchum Municipal Code.

DECISION

THEREFORE, the Ketchum Planning and Zoning Commission **approves** this Design Review Application File No. P22-007 this Tuesday, May 24th, 2022 subject to the following conditions of approval.

CONDITIONS OF APPROVAL

Project Specific Standards of approval

1. The 1st & Sun Valley Office Building Design Review Application File No. P21-100 is subject to Condominium Subdivision Preliminary Plat Application File No. P22-019. All associated conditions of approval shall apply to the project.
2. As a voluntary contribution, in exchange for an increase in Floor Area Ratio, a total community housing contribution of 923 square feet is required. The applicant has proposed paying the in-lieu fee to satisfy their community housing contribution in exchange for the FAR exceedance. A FAR Exceedance Agreement between the applicant and the City to memorialize the community housing contribution shall be signed and recorded prior to issuance of a building permit for the project.
3. The new bulb-out at the corner of Sun Valley Road and 1st Avenue shall meet City right-of-way standards.
4. The project requires a Right-of-Way (ROW) Encroachment Permit for the sidewalk pavers and snowmelt system, bench, and canopy overhang. The City Council has the authority to review and approval all permanent encroachments within the public right-of-way associated with a development project pursuant to Ketchum Municipal Code §17.96.030.C. The applicant shall submit the ROW Encroachment Permit Application for final review and approval by the City Council. The ROW Encroachment Agreement must be approved by City Council prior to issuance of a building permit for the project.
5. The applicant shall provide 3 bicycle racks, each able to accommodate at least two bicycles, within the bike parking area along Sun Valley Road.
6. The applicant shall provide the details for the imagery proposed on the perforated screening panels along Sun Valley Road on the project plans submitted with the building permit application. The final design of the decorative imagery on the perforated screening panels may be approved administratively by Staff.

Standard Conditions of Approval

7. 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.
8. All governing ordinances, requirements, and regulations of the Fire Department (2018 International Fire Code and local Fire Protection Ordinance No.1217), Building Department (2018 International Building Code, the 2018 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.
9. Following approval of the project's master signage plan, separate sign permits shall be required for all new signs prior to installation (KMC §17.127.030.B).

Design Review Application File No. P21-100: 1st & Sun Valley Office Building
Findings of Fact, Conclusions of Law, and Decision
Planning & Zoning Commission Meeting of June 14th, 2022

10. The applicant shall submit final civil drawings prepared by an engineer registered in the State of Idaho to include specifications for the right-of-way, circulation design, 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.
11. 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). Any extension shall comply with KMC 17.96.090.
12. All Design Review elements shall be completed prior to issuance of a Certificate of Occupancy for the office building.
13. All exterior lighting on the property shall comply 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.
14. 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.
15. Prior to issuance of a Building Permit for the project, the applicant shall submit a construction management plan, which addresses each of the standards as set forth in Ketchum Municipal Code, Chapter 15.06 Construction Activity Standards for review and approval by the Building, Planning, Streets, Utilities, and Fire departments.
16. 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 14th day of June 2022.

Neil Morrow, Chair
City of Ketchum
Planning and Zoning Commission