



City of Ketchum
Planning & Building

STAFF REPORT
KETCHUM PLANNING AND ZONING COMMISSION
REGULAR MEETING OF DECEMBER 9, 2019

PROJECT: West Ketchum Residences

FILE NUMBER: P19-132

APPLICATION TYPE: Pre-Application Design Review

REPRESENTATIVE: Errin Bliss, Bliss Architecture

OWNER: MC&W, LLC

REQUEST: Pre-Application Design Review

LOCATION: Bavarian Village: Lots 5A, 6A, 7A, and 8A

ZONING: General Residential High Density (GR-H) Zoning District

OVERLAY: None

NOTICE: Notice is not required for Pre-Application Design Review. A notice will be mailed to all property owners adjacent to the project site a minimum of 10 days prior to the public hearing for the final Design Review application.

REVIEWER: Abby Rivin, Associate Planner

BACKGROUND & ANALYSIS

The subject Pre-Application Design Review is for the development of ten total townhouse units on Lots 5A, 6A, 7A, and 8A of Bavarian Village Subdivision in the General Residential High Density (GR-H) Zoning District. The Bavarian Village Subdivision is located at southwest corner of intersection of Rember Street and Bird Drive. The West Ketchum Residences development will be comprised of five two-story buildings each with two townhome units accessed from a shared private roadway with associated common area and site improvements. The project will require a Readjustment of Lot Lines Procedure as outlined in the Subdivision Regulations (Title 16) of Ketchum Municipal Code (KMC) to eliminate the common lot lines shared between Lots 5A, 6A, 7A, and 8A as well as a Townhouse Subdivision Preliminary and Final Plat.

The project is subject to Pre-Application Design Review per Ketchum Municipal Code (KMC) §17.96.010.C.1. The purpose of Pre-Application Design Review is to allow the Commission to exchange ideas and give direction to the applicant on the preliminary design concept in relation to all Design Review criteria and evaluation standards (KMC §17.96.060). A complete analysis of each evaluation standard will be included in the Staff Report for the final Design Review and Townhouse Subdivision applications. Staff has included the GR-H Dimensional Standards (KMC §17.12.030) and Design Review Improvements and Standards (KMC §17.96.060) as Exhibits C and D.

The subject property is currently vacant and has a total area of 47,355 sq ft, which exceeds the 8,000 sq ft minimum lot area required in the GR-H Zone. Existing multi-family residential development surrounds the project site including the Autumn Woods and Summit Ridge townhomes to the south and the Smoky Lane Condominiums to the west.

As indicated on Sheets A101 and A102 of the Pre-Application Design Review submittal (Exhibit B), each attached townhome unit will have a mirrored floor plan with an attached two-car garage and two bedrooms on the first floor and a master bedroom, great room, and kitchen on the second floor. The maximum height of each building will be 28'-7", which is 6'-5" less than the 35 ft maximum height permitted in the GR-H Zone. The townhome development is setback from 15 ft from the front property line adjacent to Bird Drive, 15 ft from the rear (W) property line, and 9'-6" from the side (N & S) property lines.

RECOMMENDATION

Staff recommends that the Commission consider the Pre-Application Design Review submittal included as Exhibit B, the applicant's presentation, and any public comment received, deliberate, provide feedback to the applicant, and move to advance the West Ketchum Residences project to final Design Review.

EXHIBITS:

- A. Application
- B. Pre-Application Design Review Submittal
- C. GR-H Dimensional Standards (KMC §17.12.030)
- D. Design Review Improvements and Standards (KMC §17.96.060)

Exhibit A: Application



**City of Ketchum
Planning & Building**

Design Review Application

OFFICIAL USE ONLY	
File Number:	
Date Received:	
By:	
Pre-Application Fee Paid:	
Design Review Fee Paid:	
Approved Date:	
Denied Date:	
By:	
ADRE: Yes <input type="checkbox"/> No <input type="checkbox"/>	

APPLICANT INFORMATION			
Project Name: West Ketchum Residences		Phone: (208) 726-1875	
Owner: West Ketchum Residences, LLC		Mailing Address: PO Box 284 Sun Valley, ID	
Email: robert@vpcompanies.com			
Architect/Representative: Errin Bliss; Bliss Architecture		Phone: (208) 721-7424	
Email: errin@blissarchitecture.com		Mailing Address: 126 S. Main St. Ste. B1, H	
Architect License Number: AR-985613			
Engineer of Record:		Phone:	
Email:		Mailing Address:	
Engineer License Number:			
All design review plans and drawings for public commercial projects, residential buildings containing more than four (4) dwelling units and development projects containing more than four (4) dwelling units shall be prepared by an Idaho licensed architect or an Idaho licensed engineer.			
PROJECT INFORMATION			
Legal Land Description: Bavarian Village Subdivision, Lots 5A, 6A, 7A, & 8A			
Street Address: 150, 152, & 156 Bird Dr.			
Lot Area (Square Feet): Lot 5A: 10,480 S.F.; Lot 6A: 13,807 S.F.; Lot 7A: 10,176 S.F.; Lot 8A: 12,893 S.F.			
Zoning District: General Residential High Density - GR-H			
Overlay District: <input type="checkbox"/> Floodplain <input type="checkbox"/> Avalanche <input type="checkbox"/> Mountain			
Type of Construction: <input checked="" type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Remodel <input type="checkbox"/> Other			
Anticipated Use: Residential - Duplexes		Number of Residential Units: 20	
TOTAL FLOOR AREA			
	Proposed	Existing	
Basements		Sq. Ft.	Sq. Ft.
1 st Floor	506 (Net Area) Per Unit	Sq. Ft.	Sq. Ft.
2 nd Floor	1,168 (Net Area) Per Unit	Sq. Ft.	Sq. Ft.
3 rd Floor		Sq. Ft.	Sq. Ft.
Mezzanine		Sq. Ft.	Sq. Ft.
Total	1,674 (Net Area) Per Unit = 16, 740	Sq. Ft.	Sq. Ft.
FLOOR AREA RATIO			
Community Core:	Tourist:	General Residential-High: .45	
BUILDING COVERAGE/OPEN SPACE			
Percent of Building Coverage: 43%			
DIMENSIONAL STANDARDS/PROPOSED SETBACKS			
Front: 15'-0"	Side: 9'-6"	Side: 9'-6"	Rear: 15'-0"
Building Height: 28'-7"			
OFF STREET PARKING			
Parking Spaces Provided: 40 Spaces			
Curb Cut:	Sq. Ft.	%	
WATER SYSTEM			
<input checked="" type="checkbox"/> Municipal Service		<input type="checkbox"/> Ketchum Spring Water	

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



Signature of Owner/Representative

11-25-19

Date

DESIGN REVIEW EVALUATION STANDARDS

(May not apply to Administrative Design Review):

17.96.060: IMPROVEMENTS AND STANDARDS FOR ALL PROJECTS

A. Streets:

1. The applicant shall be responsible for all costs associated with providing a connection from an existing city streets to their development.
2. All streets designs shall be in conformance with the right-of-way standards and approved by the Public Works Director.

B. Sidewalks:

1. All projects under 17.96.010(A) that qualify as a "Substantial Improvement" shall install sidewalks in conformance with the right-of-way standards. Sidewalk improvements may be waived for projects that qualify as a "Substantial Improvement" which comprise additions of less than 250 square feet of conditioned space.
2. 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.
3. 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.
4. 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 Public Works Director. Any approved in-lieu contribution shall be paid before the city issues a certificate of occupancy.

C. Drainage:

1. All storm water shall be retained on site.
2. Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.
3. The Public Works Director may require additional drainage improvements as necessary, depending on the unique characteristics of a site.

Exhibit B:
Pre-Application
Design Review
Submittal

SITE DATA

SITE ADDRESS:
150, 152, 154, & 156 BIRD DRIVE
KETCHUM, IDAHO 83340

OWNER:
WEST KETCHUM RESIDENCES, LLC
KETCHUM, IDAHO 83340

ZONING DISTRICT:
GENERAL RESIDENTIAL HIGH DENSITY: GR-H

LEGAL DESCRIPTION:
BAVARIAN VILLAGE SUBDIVISION LOTS 5A, 6A, 7A, & 8A

LOT AREA:
LOT 5A: 10,480 S.F. (0.24 ACRES)
LOT 6A: 13,807 S.F. (0.32 ACRES)
LOT 7A: 10,176 S.F. (0.23 ACRES)
LOT 8A: 12,893 S.F. (0.30 ACRES)

TOTAL: 47,356 S.F. - 10,020 S.F. (PRIVATE DRIVE/FIRE LANE) = 37,336 S.F.

BUILDING NET FLOOR AREA:
EACH UNIT: 1,674 S.F.
TOTAL: 1,674 S.F. x 10 UNITS = 16,740 S.F.

FLOOR TO AREA RATIO:
ALLOWED: 0.5
PROVIDED: 16,740 S.F./37,336 S.F. = .45

MIN. OPEN SPACE:
ALLOWED: 35%
PROVIDED: 20,390 S.F./47,356 S.F. = 43%

MIN. FRONT YARD SETBACK:
REQUIRED: 15'-0"
PROVIDED: 15'-0"

MIN. REAR YARD SETBACK:
REQUIRED: 15'-0" MIN. OR 1'-0" FOR EVERY 3'-0" IN BLDG. HEIGHT
PROVIDED: 28'-7"/3'-0" = 9'-6" - 15'-0" GOVERNS & IS PROVIDED

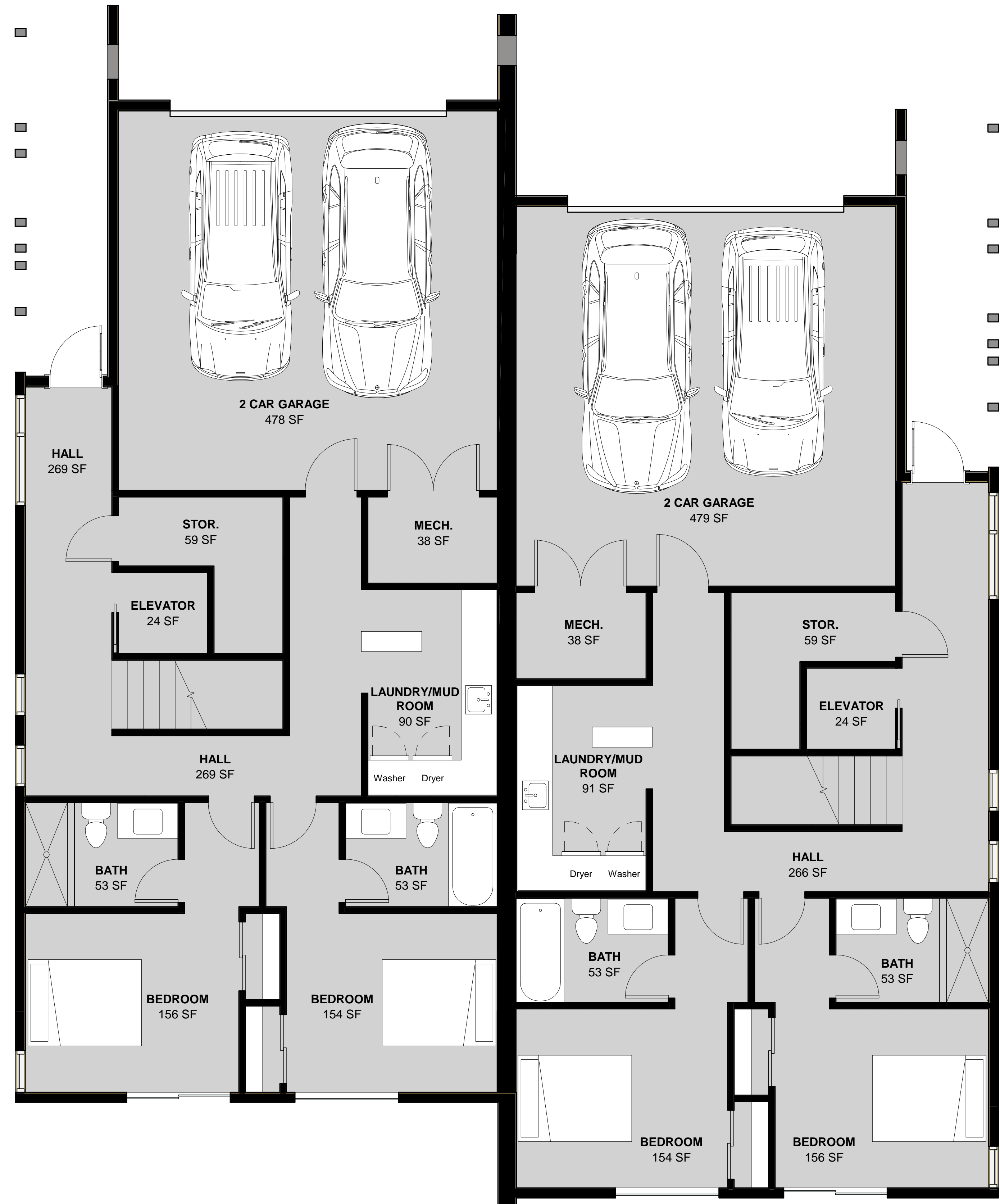
MIN. SIDE YARD SETBACKS:
REQUIRED: 5'-0" MIN. OR 1'-0" FOR EVERY 3'-0" IN BLDG. HEIGHT
PROVIDED: 28'-7" HEIGHT/3'-0" = 9'-6"

MAX. BUILDING HEIGHT:
ALLOWED: 35'-0"
PROVIDED: 28'-7"

PARKING:
REQUIRED: 2 SPACES FOR UNITS 2,001 S.F. AND ABOVE
PROVIDED: 2 GARAGE SPACES & 2 DRIVEWAY SPACES PER UNIT

TOTAL PARKING:
REQUIRED: 20 SPACES
PROVIDED: 2 GARAGE SPACES & 2 DRIVEWAY SPACES PER UNIT = 40 SPACES TOTAL





CONCEPTUAL 1ST FLOOR PLAN
SCALE: 1/4" = 1'-0"



CONCEPTUAL 2ND FLOOR PLAN
SCALE: 1/4" = 1'-0"



PERSPECTIVE VIEW



PERSPECTIVE VIEW



CONCEPTUAL FRONT ELEVATION
SCALE: 1/4" = 1'-0"



Exhibit C:

GR-H Dimensional Standards
(KMC §17.12.030)

17.12.030: DIMENSIONAL STANDARDS, DISTRICTS MATRIX:

- A. Unless otherwise specified, development in the City shall comply with the standards set forth in the dimensional standards, districts matrix. All Community Core District dimensional standards are listed in section [17.12.040](#) of this chapter.
- B. The minimum lot size listed in the dimensional standards, districts matrix applies unless the health district determines that additional area is required to meet minimum health standards.
- C. In addition to the requirements of the dimensional standards, districts matrix, the regulations of [chapter 17.128](#), "Supplementary Location And Bulk Regulations", of this title apply.

DIMENSIONAL STANDARDS, DISTRICTS MATRIX

See section [17.12.040](#) of this chapter for Community Core dimensional standards.

See section [17.12.050](#) of this chapter for Light Industrial dimensional standards.

Districts	Minimum Lot Area	Minimum Lot Area With PUD*	Minimum Lot Area, Townhouse Sublot	Lot Width	Building Height	Maximum Building Coverage/ FAR	Minimum Open Space	Front Setback	Side Setback	Rear Setback	Lot Lines Created By Town-house Sublots	Setbacks From Hwy 75	Any Set-back Along Warm Springs Road	Setbacks Along 200' Former Railroad ROW
LR	9,000 sf	n/a	n/a	80' average	35'	35%	n/a	15'	The greater of 1' for every 2' in building height, or 10'	20'	n/a	25'/32' ⁷	30'	3'
LR-1	1 acre	n/a	n/a	100' average	35'	25%	n/a	15'	The greater of 1' for every 2' in building height, or 10'	20'	n/a	80'	30'	n/a
LR-2	2 acres	n/a	n/a	100' average	35'	25%	n/a	15'	The greater of 1' for every 2' in building height, or 10'	20'	n/a	400' ⁶	30'	n/a

Districts	Minimum Lot Area	Minimum Lot Area With PUD*	Minimum Lot Area, Townhouse Sublot	Lot Width	Building Height	Maximum Building Coverage/ FAR	Minimum Open Space	Front Setback	Side Setback	Rear Setback	Lot Lines Created By Town-house Sublots	Setbacks From Hwy 75	Any Set-back Along Warm Springs Road	Setbacks Along 200' Former Railroad ROW
GR-L	8,000 sf	8,000 sf plus 4,000 for every unit over 2	Equal to that of the perimeter of the townhouse unit	80' average	35'	35%	n/a	15'	The greater of 1' for every 3' in building height, or 5' ¹	The greater of 1' for every 3' in building height, or 15' ¹	0'	25'/32' ⁷	30'	n/a
GR-H	8,000 sf	n/a	Equal to that of the perimeter of the townhouse unit	80' average	35' ²	See FAR requirements in section 17.124.040 of this title	35% ⁵	15'	The greater of 1' for every 3' in building height, or 5'. One-family dwellings must maintain at least 10' ¹	The greater of 1' for every 3' in building height, or 15' ¹	0'	25'/32' ⁷	30'	5', however 3' required for one-/two-family dwelling units
STO-.4	0.4 acres	n/a	n/a	80' average	35'	25%	n/a	15'	The greater of 1' for every 2' in building height, or 10'	The greater of 1' for every 2' in building height, or 20'	n/a	400'	30'	n/a
STO-1	1 acre	n/a	n/a	100' average	35'	25%	n/a	15'	The greater of 1' for every 2' in building height, or 10'	The greater of 1' for every 2' in building height, or 20'	n/a	400'	30'	n/a

Districts	Minimum Lot Area	Minimum Lot Area With PUD*	Minimum Lot Area, Townhouse Sublot	Lot Width	Building Height	Maximum Building Coverage/ FAR	Minimum Open Space	Front Setback	Side Setback	Rear Setback	Lot Lines Created By Town-house Sublots	Setbacks From Hwy 75	Any Set-back Along Warm Springs Road	Setbacks Along 200' Former Railroad ROW
STO-H	9,000 sf (minimum of 3,000 sf per unit)	n/a	Equal to that of the perimeter of the townhouse unit	100' average	35'	35% building coverage, and 75% covered by buildings, parking areas and accessory buildings	n/a	15'	The greater of 1' for every 3' in building height, or 5' ¹	The greater of 1' for every 3' in building height, or 15' ¹	0'	400'	30'	n/a
T	8,000 sf	n/a	Equal to that of the perimeter of the townhouse unit	80' average	35' ²	See FAR requirements in section 17.124.040 of this title	35% ⁵	15'	The greater of 1' for every 3' in building height, or 5'. At least 10' for one-family dwellings ¹	The greater of 1' for every 3' in building height, or 10'. At least 15' for one-family dwellings ^{1,2}	0'	25'/32' ⁷	30'	5', however 3' required for one-/two-family dwelling units
T-3000	8,000 sf	n/a	Equal to that of the perimeter of the townhouse unit	80' average	35' ²	See FAR requirements in section 17.124.040 of this title	35% ⁵	15'	The greater of 1' for every 3' in building height, or 5'. At least 10' for one-family dwellings ¹	The greater of 1' for every 3' in building height, or 10'. At least 15' for one-family dwellings ^{1,2}	0'	n/a	30'	n/a

Districts	Minimum Lot Area	Minimum Lot Area With PUD*	Minimum Lot Area, Townhouse Sublot	Lot Width	Building Height	Maximum Building Coverage/ FAR	Minimum Open Space	Front Setback	Side Setback	Rear Setback	Lot Lines Created By Town-house Sublots	Setbacks From Hwy 75	Any Set-back Along Warm Springs Road	Setbacks Along 200' Former Railroad ROW
T-4000	8,000 sf	n/a	Equal to that of the perimeter of the townhouse unit	80' average	35' ²	See FAR requirements in section 17.124.040 of this title	35% ⁵	15'	The greater of 1' for every 3' in building height, or 5'. At least 10' for one-family dwellings ¹	The greater of 1' for every 3' in building height, or 10'. At least 15' for one-family dwellings ^{1,2}	0'	n/a	30'	n/a
RU	9,000 sf	n/a	Equal to that of the perimeter of the townhouse unit	n/a	35'	25%	n/a	30' ⁴	15' ⁴	15' ⁴	0'	n/a	n/a	n/a
AF	10 acres	n/a	n/a	n/a	35'	10% (includes pools)	n/a	25'	25'	25'	n/a	n/a	n/a	n/a

* See [title 16](#) of this Code.

Notes:

1. If the lot adjoins a more restrictive district on the side or rear, the more restrictive setbacks of that district shall apply.
2. For building with a roof pitch greater than 5:12 the maximum height to the mean point of the ridge or ridges measured from eaves line to the ridge top shall be 35 feet. Roof ridges above the mean point may extend up to a height of 44 feet.
3. Reserved.
4. The placement of all structures for conditional uses shall be subject to approval of the Planning and Zoning Commission.
5. A maximum of 5 percent open site area may be used for private decks or patios and walkways subject to design review approval.
6. 100 foot setback from Highway 75 is required for lots platted prior to 1979.
7. Minimum setbacks along Highway 75: Where the street width is 80 feet, all buildings shall be set back a minimum of 25 feet, and where the street width is 66 feet, all buildings shall be set back a minimum of 32 feet.

(Ord. 1192, 2019; Ord. 1135, 2015)

Exhibit D:
Design Review
Improvements and Standards
(KMC §17.96.060)

17.96.060: IMPROVEMENTS AND STANDARDS:

Improvements and standards for all projects listed in subsection [17.96.010A](#) of this chapter:

A. Streets:

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

B. Sidewalks:

1. All projects under subsection [17.96.010A](#) of this chapter that qualify as a "substantial improvement" shall install sidewalks as required by the public works department.
2. Sidewalk width shall conform to the city's right of way standards, however the city engineer may reduce or increase the sidewalk width and design standard requirements at their discretion.
3. Sidewalks may be waived if one of the following criteria is met:
 - a. The project comprises an addition of less than two hundred fifty (250) square feet of conditioned space.
 - 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.
4. The length of sidewalk improvements constructed shall be equal to the length of the subject property line(s) adjacent to any public street or private street.
5. New sidewalks shall be planned to provide pedestrian connections to any existing or future sidewalks adjacent to the site. In addition, sidewalks shall be constructed to provide safe pedestrian access to and around a building.
6. The city may approve and accept voluntary cash contributions in lieu of the above described improvements, which contributions must be segregated by the city and not used for any purpose other than the provision of these improvements. The contribution amount shall be one hundred ten percent (110%) of the estimated costs of concrete sidewalk and drainage improvements provided by a qualified contractor, plus associated engineering costs, as approved by the city engineer. Any approved in lieu contribution shall be paid before the city issues a certificate of occupancy.

C. Drainage:

1. All stormwater shall be retained on site.
2. Drainage improvements constructed shall be equal to the length of the subject property lines adjacent to any public street or private street.
3. The city engineer may require additional drainage improvements as necessary, depending on the unique characteristics of a site.

4. Drainage facilities shall be constructed per city standards.

D. Utilities:

1. All utilities necessary for the development shall be improved and installed at the sole expense of the applicant.
2. Utilities shall be located underground and utility, power, and communication lines within the development site shall be concealed from public view.
3. When extension of utilities is necessary all developers will be required to pay for and install two inch (2") 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.

E. Compatibility Of Design:

1. The project's materials, colors and signing shall be complementary with the townscape, surrounding neighborhoods and adjoining structures.
2. Preservation of significant landmarks shall be encouraged and protected, where applicable. A significant landmark is one which gives historical and/or cultural importance to the neighborhood and/or community.
3. Additions to existing buildings, built prior to 1940, shall be complementary in design and use similar material and finishes of the building being added to.

F. Architectural:

1. Building(s) shall provide unobstructed pedestrian access to the nearest sidewalk and the entryway shall be clearly defined.
2. The building character shall be clearly defined by use of architectural features.
3. There shall be continuity of materials, colors and signing within the project.
4. Accessory structures, fences, walls and landscape features within the project shall match or complement the principal building.
5. Building walls shall provide undulation/relief, thus reducing the appearance of bulk and flatness.
6. Building(s) shall orient toward their primary street frontage.
7. Garbage storage areas and satellite receivers shall be screened from public view and located off alleys.
8. Building design shall include weather protection which prevents water to drip or snow to slide on areas where pedestrians gather and circulate or onto adjacent properties.

G. Circulation Design:

1. Pedestrian, equestrian and bicycle access shall be located to connect with existing and anticipated easements and pathways.
2. Awnings extending over public sidewalks shall extend five feet (5') or more across the public sidewalk but shall not extend within two feet (2') of parking or travel lanes within the right of way.
3. Traffic shall flow safely within the project and onto adjacent streets. Traffic includes vehicle, bicycle, pedestrian and equestrian use. Consideration shall be given to adequate sight distances and proper signage.
4. Curb cuts and driveway entrances shall be no closer than twenty feet (20') to the nearest intersection of two (2) 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.
5. Unobstructed access shall be provided for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project.

H. Snow Storage:

1. Snow storage areas shall not be less than thirty percent (30%) of the improved parking and pedestrian circulation areas.
2. Snow storage areas shall be provided on site.
3. A designated snow storage area shall not have any dimension less than five feet (5') and shall be a minimum of twenty five (25) square feet.
4. In lieu of providing snow storage areas, snowmelt and hauling of snow may be allowed.

I. Landscaping:

1. Landscaping is required for all projects.
2. Landscape materials and vegetation types specified shall be readily adaptable to a site's microclimate, soil conditions, orientation and aspect, and shall serve to enhance and complement the neighborhood and townscape.
3. All trees, shrubs, grasses and perennials shall be drought tolerant. Native species are recommended but not required.
4. Landscaping shall provide a substantial buffer between land uses, including, but not limited to, structures, streets and parking lots. The development of landscaped public courtyards, including trees and shrubs where appropriate, shall be encouraged.

J. Public Amenities:

1. Where sidewalks are required, pedestrian amenities shall be installed. Amenities may include, but are not limited to, benches and other seating, kiosks, bus shelters, trash receptacles, restrooms, fountains, art, etc. All public amenities shall receive approval from the Public Works Department prior to design review approval from the commission.

K. Underground Encroachments:

1. Encroachments of below grade structures into required setbacks are subject to subsection [17.128.020](#)K of this title and shall not conflict with any applicable easements, existing underground structures, sensitive ecological areas, soil stability, drainage, other sections of this Code or other regulating codes such as adopted International Code Council Codes, or other site features concerning health, safety, and welfare.
2. No below grade structure shall be permitted to encroach into the riparian setback. (Ord. 1186, 2018; Ord. 1148, 2016)