



## Planning & Zoning Commission Regular Meeting MINUTES

Tuesday, November 12, 2019

Ketchum City Hall

480 East Avenue North, Ketchum, ID 83340

### **SITE VISITS**

1. 5:05 PM - SITE VISIT - Nomadic Van Sun Valley Conditional Use Permit: 115C Northwood Way
2. 5:15 PM - SITE VISIT - Scott Glenn Acting Studio Work/Live Conditional Use Permit: 491 E. 10th St.

### **CALL TO ORDER**

The meeting was reconvened at City Hall at 5:40 PM by Chair Neil Morrow after site visits to the Nomadic Van and Glenn Acting Studio.

### **COMMISSION REPORTS AND EX PARTE DISCUSSION DISCLOSURE**

Commissioner Mead recused himself from Agenda items 4-7 as he did not attend that meeting. He also disclosed he was familiar with the Nomadic Van business but did not feel it would influence his judgement. Chair Neil Morrow disclosed he had had a lengthy conversation with Annie Corrock (former City Councilwoman) covering many current topics but did not go further than information contained in the public record.

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

Chair Neil Morrow opened the floor for Public Comment for items not on the agenda. There were no comments and Public Comment was closed.

### **CONSENT CALENDAR—ACTION ITEMS**

#### **3. ACTION - Minutes of September 9, 2019**

There were no corrections or additions to the minutes.

#### **Motion to approve the minutes of September 9, 2019.**

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

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

#### **4. ACTION - Minutes of October 14, 2019**

There were no corrections or additions to the minutes.

#### **Motion to approve the minutes of October 14, 2019.**

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

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

*Voting Abstaining: Vice-Chairman Mead*

5. **ACTION - Findings of Fact and Conclusions of Law for the Cerutti Conditional Use Permit**

**Motion to approve the Findings of Fact for the Cerutti Conditional Use Permit and authorize the Chair to sign those Findings of Fact.**

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

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

*Voting Abstaining: Vice-Chairman Mead*

6. **ACTION - Findings of Fact and Conclusions of Law for the Webb Conditional Use Permit**

**Motion to approve the Findings of Fact for the Webb Conditional Use Permit and authorize the chair to sign those Findings.**

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

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

*Voting Abstaining: Vice-Chairman Mead*

7. **ACTION – Findings of Fact and Conclusions of Law for the Biddle Residence at 220 Lava St.**

Associate Planner Abby Rivin gave a summary of the revisions from the last meeting including the cistern and the water rights addressed in Condition 12.

There was no Commission discussion.

**Motion to approve the Findings of Fact for the Biddle Residence Mountain Overlay Design Review at 220 Lava St and authorize the Chair to sign those Findings.**

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

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

*Voting Abstaining: Vice-Chairman Mead*

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

8. **ACTION –Scott Glenn Acting Studio Conditional Use Permit: 491 E. Tenth St, Unit A12** (Tenth Street Light Industrial Complex, Building A, Unit 12) The Commission will consider and take action on a Conditional Use Permit submitted by Carol Glenn for an acting studio and day playground for the applicant's family.

Associate Planner Abby Rivin gave the background for the Conditional Use Permit for a Work/Live studio. The unit contained a non-conforming living space and was in violation of life safety Fire Code including the lack of handrails and guard rails. A Condition of Approval states a kitchen may not be added at a future date.

Vice-Chair Mead asked about the requirements for egress in the unit. Planner Rivin replied the egress would be reviewed during the Building Permit process. Vice-Chair Mead commented that although it has been there many years, he was glad to see it was brought up to code.

Chair Morrow opened the floor to Public Comment. There was no public Comment and Comments were closed.

Chelsea Nogle, representing the applicant, asked about the windows of other units not being operational and located 20 feet above the ground. Planner Rivin will modify Findings to clarify the egress window. Commissioner Carter noted that when the applicant submits a Building Permit Application, life safety issues will be part of the review process.

**Motion to approve the Carol Glenn Acting Studio Conditional Use Permit with Conditions 1-10.**

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

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

9. **ACTION - Nomadic Van Sun Valley, LLC Conditional Use Permit: 115C Northwood Way** (Glaske Industrial Condo #2 Unit 115C) The Commission will consider and take action on a Conditional Use Permit submitted by Ron Arnold for a motor vehicle sales and rentals business.

Senior Planner Brittany Skelton gave the background for the Nomadic Van Conditional Use Permit for the sale of motor vehicles. Public Comments were received concerning the possibility of vehicles for sale parking on the street in violation of the Ketchum Municipal Code. Staff recommended approval of the project with Conditions 1-5.

There was no discussion or questions from the Commissioners.

Ron Arnold and Gardener Cord presented the project, informing the Commission that they have on-site parking for vehicles with an additional six (6) parking spots in Hailey at River and Carbonite Streets. This would be used for finished vehicles that are for sale.

Commissioner Mead asked about where the sale would occur, and Arnold answered that the paperwork will be done at the Ketchum location. Eggers asked about the length of time they had been in business. Arnold answered they have been doing this on a limited basis since 2014. He added that without a location and a dealer's license, they were limited to selling five (5) cars per year. Having a location would allow them unlimited sales. They will only be doing oil changes and belt changes at this site. Commissioner Carter asked if vehicles for sale will be displayed on-site. Arnold explained that the marketing is done online, and the vehicles are sold before being shipped to the US, mostly to out-of-state buyers.

Chair Neil Morrow opened the floor for public comment.

Beth Ward, representing the owner of the space being rented by the applicant, had worked to find a tenant whose business would be in compliance with the zoning code and encouraged the Commission to approve the CUP.

Spencer Cordavano, upstairs resident, had no concerns with the application and thought this business would benefit the Community.

Julie Cord, wanted to see an innovative business with youthful owners and encouraged approval.

Chair Morrow then closed Public Comment.

Commissioner Eggers asked about the parking requirement. Planner Skelton related that one (1) parking space was required for every 1,000 gross square feet commercial space and this unit was in compliance. Vice-Chair Mead thought the CUP would allow this business and that it would add to the atmosphere of Ketchum. Commissioner Carter was in support. Chair Morrow also voiced support. Commissioner Eggers was sensitive to the neighbors' concerns but felt this business would not be detrimental to the area. Vice-Chair Mead thought it would benefit the area.

**Motion to approve the Nomadic Van Sun Valley Conditional Use Permit with Conditions 1-5 and any other Conditions deemed necessary by the Commission and authorize the Chair to sign the Findings of Fact and Conclusions of Law.**

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

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

**10. ACTION - Approval of Planning and Zoning Commission Meeting Dates for 2020**

**Motion to approve the 2020 Planning and Zoning Commission meeting dates.**

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

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

**STAFF REPORTS & CITY COUNCIL MEETING UPDATE**

Senior Planner Skelton went over the proposed December Planning and Zoning Agenda.

On December 2, the City Council will hear the Pre-Design Review for the Marriot Hotel Project.

According to the Idaho Mountain Express, the Warm Springs Ranch property was under contract to be sold.

**ADJOURNMENT**

**Motion to adjourn.**

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

*Voting Yea: Chairman Morrow, Vice-Chairman Mead, Commissioner Carter*

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Neil Morrow, Chairperson