



**CITY OF KETCHUM**  
**MEETING MINUTES OF THE**  
**PLANNING & ZONING COMMISSION**  
Tuesday, November 14, 2023

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**CALL TO ORDER:** *(00:00:24 in video)*

Neil Morrow called the meeting of the Ketchum Planning and Zoning Commission to order at 4:32 p.m.

**ROLL CALL:**

Neil Morrow

Susan Passovoy \*via Zoom

Brenda Moczygemba

Tim Carter

Spencer Cordovano

**ALSO PRESENT:**

Morgan Landers—Director of Planning and Building

Matt Johnson – City Attorney

Abby Rivin – Senior Planner

Paige Nied – Associate Planner

Adam Crutcher – Associate Planner

Heather Nicolai—Planning Technician & Office Administrator

**COMMUNICATIONS FROM COMMISSIONERS:** *(00:01:15 in video)*

None

**CONSENT AGENDA:** *(00:01:25 in video)*

1. ACTION ITEM: Approval of the October 24, 2023 minutes
2. ACTION ITEM: Recommendation to approve the Scheduling Order and Notice as stipulated and presented, and ratify the previous signature of the City Attorney for the Sawtooth Serenade Administrative Appeal
3. ACTION ITEM: Recommendation to approve the Scheduling Order and Notice as presented and authorize the Chair to sign for the 121 Badger Lane Floodplain Development Permit

**Motion to approve items 1-3 on the consent agenda.** Motion made by Brenda Moczygemba; seconded by Tim Carter *(00:02:49 in video)*

**MOVER:** Brenda Moczygemba

**SECONDER:** Tim Carter

**AYES:** Brenda Moczygemba, Spencer Cordovano, Susan Passovoy, Tim Carter & Neil Morrow

**NAYS:**

**RESULT: UNANIMOUSLY ADOPTED**

**PUBLIC HEARING:** (00:03:00 in video)

4. ACTION ITEM: Recommendation to hold a public hearing to review and take action on the Walnut & Fourth Condominiums Subdivision Preliminary Plat Application to subdivide the new mixed-use building located at 580 E 4th Street. Public hearing for this project continued from Planning and Zoning Commission Meeting on October 10, 2023 (00:03:01 in video)
- Staff Presentation – Abby Rivin, Senior Planner (00:03:24 in video)
  - Commission comments and questions for Staff (00:08:05 in video)
  - Jim Laskey, representing the applicant, comments (00:12:08 in video)

**Public Comment Opened:** (00:13:20 in video)

- No public comment

**Public Comment Closed:** (00:13:31 in video)

- Commission deliberations (00:13:35 in video)

**Motion to approve the Walnut & Fourth Condominiums Subdivision Preliminary Plat application and adopt the Findings of Fact, Conclusions of Law, and Decision as the application conforms to all applicable subdivision regulations for a preliminary plat and condominium project, along with the two suggested edits to the conditions of approval as recommended by Susan Passovoy for numbers 2 & 3.** Motion made by Brenda Moczygemba; seconded by Tim Carter (00:13:40 in video)

**MOVER:** Brenda Moczygemba

**SECONDER:** Tim Carter

**AYES:** Brenda Moczygemba, Spencer Cordovano, Susan Passovoy, Tim Carter & Neil Morrow

**NAYS:**

**RESULT: UNANIMOUSLY ADOPTED**

**NEW BUSINESS:** (00:14:25 in video)

5. ACTION ITEM: Review and make a determination of Administrative Appeal P22-056A for the processing of a final design review application for the Sawtooth Serenade development locate at 260 N 1st (00:14:27 in video)
- Matt Johnson, City Attorney (00:14:40 in video)
  - Jim Laskey, Council for applicant (00:20:19 in video)
  - Morgan Landers-Director, Planning & Building (00:32:24 in video)
  - Commission questions & comments and dialog with City Staff, City Attorney & Attorney for Applicant (00:36:04 in video)
  - Rebuttal - Jim Laskey, Council for applicant (01:06:00 in video)
  - Commission deliberations (01:06:11 in video)

**Motion to uphold the determination of the Planning Director in this mater and direct the City Attorney to draft a written decision in line with that and the discussion held today.** Motion made by Susan Passovoy; seconded by Tim Carter (01:43:44 in video)

**MOVER:** Susan Passovoy

**SECONDER:** Tim Carter

**AYES:** Spencer Cordovano, Susan Passovoy, Tim Carter & Neil Morrow

**NAYS:** Brenda Moczygemba

**RESULT: 4-Ayes, 1-Nay – Motion adopted**

6. Review proposed 2024 Planning & Zoning Commission meeting schedule *(01:45:08 in video)*

7. General announcements and highlights from staff *(01:45:35 in video)*

**ADJOURNMENT:**

**Motion to adjourn at 6:25pm** *(01:53:40 in video)*

**MOVER:** Neil Morrow

**SECONDER:** Spencer Cordovano

**AYES:** Brenda Moczygemba, Spencer Cordovano, Susan Passovoy, Tim Carter & Neil Morrow

**NAYS:**

**RESULT: UNANIMOUSLY ADOPTED**

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Neil Morrow – P & Z Commissioner

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Morgan Landers – Director of Planning & Building