



**CITY OF KETCHUM  
MEETING MINUTES OF THE  
PLANNING & ZONING COMMISSION**  
Tuesday, July 9, 2024

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**CALL TO ORDER:** *(00:00:11 in video)*

Neil Morrow called the meeting of the Ketchum Planning and Zoning Commission to order at 4:30 p.m.

**ROLL CALL:**

Neil Morrow  
Susan Passovoy  
Brenda Moczygemba  
Tim Carter  
Matthew McGraw

**ALSO PRESENT:**

Morgan Landers – Director of Planning & Building \*via zoom  
Abby Rivin – Senior Planner  
Paige Nied – Associate Planner  
Heather Nicolai - Office Administrator

**COMMUNICATIONS FROM COMMISSIONERS:** *(00:00:36 in video)*

- None

**CONSENT AGENDA:** *(00:00:46 in video)*

1. ACTION ITEM: Approval of the June 25, 2024 minutes
2. ACTION ITEM: Recommendation to review and approve the Findings of Fact, Conclusions of Law, and Decision for the Bigwood Clubhouse Design Review Application

**Motion to approve consent agenda.** Motion made by Brenda Moczygemba, seconded by Tim Carter *(00:01:01 in video)*

**MOVER:** Brenda Moczygemba

**SECONDER:** Tim Carter

**AYES:** Brenda Moczygemba, Matthew McGraw, Tim Carter, Susan Passovoy & Neil Morrow

**NAYS:**

**RESULT: UNANIMOUSLY ADOPTED**

**PUBLIC HEARING:**

- None

**NEW BUSINESS:** (00:01:10 in video)

3. ACTION ITEM: 121 Badger Lane Administrative Appeal – Scheduling Order/Notice
- Staff Report-Morgan Landers, Director of Planning & Building (00:01:20 in video)
  - Commission discussion (00:02:30 in video)

**Motion to approve scheduling order for the 121 Badger Lane Administrative Appeal.** Motion made by Susan Passovoy, seconded by Matthew McGraw (00:03:09 in video)

**MOVER:** Susan Passovoy

**SECONDER:** Matthew McGraw

**AYES:** Brenda Moczygemba, Matthew McGraw, Tim Carter, Susan Passovoy & Neil Morrow

**NAYS:**

**RESULT: UNANIMOUSLY ADOPTED**

4. Comprehensive Plan Update Discussion: Public Engagement Recap and Next Steps (00:03:20 in video)
- Staff Report-Abby Rivin, Senior Planner (00:03:25 in video)
  - Commission questions and comments for Staff and Staff responses (00:12:15 in video)
  - Next Steps-Abby Rivin, Senior Planner (00:43:45 in video)
  - Commission questions and comments for Staff and Staff responses (00:48:45 in video)
5. Discussion of Code Update regarding administration & procedures (00:51:30 in video)
- Staff Report-Morgan Landers, Director of Planning & Building (00:51:38 in video)
  - Commission questions and comments for Staff and Staff responses (00:57:39 in video)

**ADJOURNMENT:**

**Motion to adjourn at 6:13p.m.** (01:43:13 in video)

**MOVER:** Neil Morrow

**SECONDER:** Susan Passovoy

**AYES:** Neil Morrow, Matthew McGraw, Tim Carter, Susan Passovoy & Neil Morrow

**NAYS:**

**RESULT: UNANIMOUSLY ADOPTED**



Neil Morrow – P & Z Commissioner



Morgan Landers – Director of Planning & Building