



Planning and Zoning

Regular Meeting

~ Minutes ~

480 East Avenue North
Ketchum, ID 83340
<http://ketchumidaho.org/>

Robin Crotty
(208) 726-7801

Monday, September 14, 2015

12:00 AM

Ketchum City Hall

Commissioners Present: Jeff Lamoureux, Vice Chair
Michael Doty
Erin Smith
Betsy Mizell

Commissioners Absent: Steve Cook, Chairperson

Staff Present: Micah Austin, Director of Planning & Building
Rebecca Bundy, Senior Planner

SITE VISIT at 529 Broadway Boulevard (Creekbend Subdivision, Lot 3 Block 1). The Commission will convene for a site visit regarding an application by Melissa and Manny Rivelo for Waterways Design Review for a new residence located on Warm Springs Creek.

RECONVENE AT CITY HALL - CALL TO ORDER

Vice Chair Jeff Lamoureux called to the meeting order at 5:38 p.m.

CONSENT CALENDAR – No items.

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

Jeff Lamoureux opened the meeting up for public comment - There was none.

COMMUNICATIONS FROM STAFF

- a. **(CONTINUE SITE VISIT AND REGULAR MEETING ITEM TO SEPTEMBER 28, 2015) KREKOW RESIDENCE, DESIGN REVIEW – Application by Karl and Kathleen Krekow, represented by Gretchen Wagner, Scape Design Studio, for a design review permit to remodel and expand an existing duplex building located at 460 East River Street (Gopher Hill Sub Lot 1 9010 SF, 4N 18E). The property is zoned General Residential – Low Density (GR-L).**

Motion to continue Site Visit and Regular Meeting Item to September 28, 2015. Krekow Residence, Design Review.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erin Smith
SECONDER:	Mike Doty
AYES:	Jeff Lamoureux, Vice Chairperson, Erin Smith, Betsy Mizell, Mike Doty
ABSENT:	Steve Cook

- b. **(CONTINUE SITE VISIT AND REGULAR MEETING ITEM TO SEPTEMBER 28, 2015) MORTON WATERWAYS DESIGN REVIEW – Application by Linda Di Lello Morton for a Waterways Design Review for riparian enhancement located at 513 Broadway Boulevard (Lot 3, Block 5, Sun Valley Subdivision First Addition Revised). The property is zoned Limited Residential (LR).**

Motion to continue Site Visit and Regular Meeting Item to September 28, 2015. Morton Waterways Design Review.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erin Smith
SECONDER:	Mike Doty
AYES:	Jeff Lamoureux, Vice Chairperson, Erin Smith, Betsy Mizell, Mike Doty
ABSENT:	Steve Cook

- c. **(CONTINUE REGULAR MEETING ITEM TO SEPTEMBER 28, 2015) VILLAS AT THE CROSSING WATERWAYS DESIGN REVIEW – Application by the Villas at the Crossing Townhouse Homeowners Association for a Waterways Design Review for work in the riparian setback located at 104 and 106 Saddle Road (Villas at Crossing, Common Area). The property is zoned General Residential – Low Density (GR-L), Limited Residential (LR) and Floodplain Overlay (FP).**

Motion to continue Regular Meeting Item to September 28, 2015. Villas at the Crossing Waterways Design Review.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erin Smith
SECONDER:	Mike Doty
AYES:	Jeff Lamoureux, Vice Chairperson, Erin Smith, Betsy Mizell, Mike Doty
ABSENT:	Steve Cook

- d. **The Commission will take action on an application by Melissa and Manuel Ravelo Living Trust for a Waterways Design Review for a new residence located at 529 Broadway Boulevard (Lot 3, Block 1, Creekend Subdivision). The property is zoned Limited Residential (LR) and Floodplain Overlay (FP).**

Rebecca Bundy Senior Planner presented, explaining that the property does not contain floodplain, but it does contain a riparian setback and pedestrian fisherman's access easement. The conditions of approval, plans for plantings and schedule of plantings were presented.

Carl Hjelm representative from Alpine Tree Service for application presented. He said that the applicant has no objections to staff's recommendations.

Commissioner Betsy Mizell questioned the type of irrigation that the applicant was planning. Carl Hjelm outlined the irrigation plan.

Vice Chair Jeff Lamoureux asked for public comment - There was none.

Vice Chair Jeff Lamoureux opened the meeting up to the commissioners for deliberation

Vice Chair Jeff Lamoureux requested that condition #3 should be required as part of the building permit submittal. Rebecca Bundy Senior Planner agreed to change the language to require that. Conditions #5 & #6 should have the words “and maintained” added after the work “place”. Commissioner Erin Smith said she would like Jen Smith's comments regarding drainage to be required as part of the building permit application as well. Commissioner Mike Doty questioned the storm water clause. Bundy said that drainage will be reviewed by the City Engineer at building permit review.

Motion that the project meets standards of approval, with condition 1-14 as crafted this evening.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erin Smith
SECONDER:	Betsy Mizell
AYES:	Jeff Lamoureux, Vice Chairperson, Erin Smith, Betsy Mizell
ABSENT:	Steve Cook

- e. **The Commission will provide a recommendation to the City Council on an application by Ketchum Partners, LLC, represented by Garth McClure, Benchmark Associates, regarding an application for a final plat of Sublot One located at 101 First Avenue South (Sun Valley Athletic Club Subdivision, Lot 1A). The lot is zoned Community Core (CC), Subdistrict C, Urban Residential.**

Commissioner Michael Doty recused himself.

Micah Austin Director of Planning & Building presented, saying that the applicant is nearing the end of construction and almost ready for certificate of occupancy. The applicant is only looking for approval for Sublot One for Final Plat, and he explained the history and why they are going forward with the approval of one subplot only. They are requesting P&Z approval so it can go before Council.

Dick Fenton spoke for the applicant. The first unit is nearing completion and will be ready for certificate of occupancy in about 2 weeks. He discussed the security agreement for uncompleted exterior improvements and gave an outline of the completion dates and when things will be completed and submitted.

Commissioner Erin Smith asked if there are any safety issues. Dick Fenton explained the process for life and safety inspections prior to the issuance of the certificate of occupancy. Micah Austin Director of Planning & Building explained that all the items Dick Fenton talked about will be discussed at Council level.

Commissioner Erin Smith questioned the Blaine County survey control monument requirement and Micah Austin Director of Planning & Building explained the procedure.

Vice Chair Jeff Lamoureux had a procedural question with respect to the zoning code in regards to the CC&R's. Micah Austin Director of Planning & Building explained what the City is responsible for and talked about the City standards. There was a discussion that the subdivision code should be looked at in the code re-write process.

Motion to approve the 101 First Avenue Townhomes, Sublot 1, final plat.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Betsy Mizell
SECONDER:	Erin Smith
AYES:	Jeff Lamoureux, Vice Chairperson, Erin Smith, Betsy Mizell
ABSENT:	Steve Cook
ABSTAINED:	Mike Doty

- f. **The Commission will take action on an application by Barbi A. Reed, represented by Brenda Moczygemba, Michael Doty Associates, for Design Review to allow wall height over four feet in the front yard. The property is located at 531 9th Street (Ketchum Townsite, Lot 2A, Block 50) and zoned Tourist – 4000 Zoning District (T-4000).**

Commissioner Michael Doty recused himself.

Micah Austin presented - This is a unique project because of the length and height of the wall. Micah Austin outlined the plan and explained that the old zoning ordinance allowed the commission to permit fence and wall heights exceeding that allowed by the code through the design review process. The new code says walls over 4 feet are not allowed with 30 feet of the front property line and does not allow exceptions. Rebecca Bundy Senior Planner reiterated that the building permit was submitted before the recent changes to the zoning code.

The applicant distributed a document that one of the commissioners had requested showing a section through the wall.

Brenda Moczygemba presented the site plan and explained where the wall is, talked about the construction of the walls and what they are made of. The applicant is concerned about privacy, since the project is located directly off the highway. She described the landscaping that is planned in front of the wall. She pointed out the location of the right of way and where edge of asphalt is. The setbacks were discussed. Commissioner Mizell questioned if there are other walls like this in Ketchum. Bundy responded that a similar plan had gone through approval process in the past, but the applicant withdrew his request. Commissioner Smith asked what it would look like with a 4 foot wall. Brenda explained the process the applicants have gone through to get to this request and how the requested wall height fit the architectural design.

Vice Chair Lamoureux asked for public comment - There was none.

The commissioners deliberated. They agreed that the landscaping plan is important. The siding and the color on the house was discussed. The architect said they would be happy to provide a landscape plan.

Motion to approve the Design Review application, with an added condition regarding landscaping, with conditions 1-4 as discussed this evening.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erin Smith
SECONDER:	Betsy Mizell
AYES:	Jeff Lamoureux, Vice Chairperson, Erin Smith, Betsy Mizell
ABSENT:	Steve Cook
ABSTAINED:	Mike Doty

- g. **PHASE II COMPREHENSIVE ZONING ORDINANCE UPDATE. The Commission will discuss the status of the zoning ordinance update.**

Micah explained where staff is in the process. The Design Review chapter is ready to be noticed. It will be on the next agenda as a public hearing. He outlined what staff will be working on next: Community Housing and Parking will be addressed.

FINDINGS OF FACT AND APPROVAL OF MINUTES

- a. **Findings of Fact: 171 East Avenue Townhomes Final Plat**

Motion to approve the 171 East Avenue Townhomes Final Plat.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erin Smith
SECONDER:	Betsy Mizell
AYES:	Jeff Lamoureux, Vice Chairperson, Erin Smith, Betsy Mizell, Mike Doty
ABSENT:	Steve Cook

- b. **Findings of Fact: 101 First Avenue Townhomes Sublot One Final Plat**

Motion to approve the 101 First Avenue Townhomes Sublot One Final Plat.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erin Smith
SECONDER:	Betsy Mizell
AYES:	Jeff Lamoureux, Vice Chairperson, Erin Smith, Betsy Mizell
ABSENT:	Steve Cook
ABSTAINED:	Mike Doty

- c. **Minutes: August 25, 2015**

Jeff Lamoureux said he does not like the new format of the minutes and cannot approve them. He had many concerns. He asked to table the minutes until they have more detail to approve. Michael Doty explained the history of minutes taking. Micah explained that the minutes meet the City Attorney's requirements and said that if there is something that the commission would like added, staff would be happy to add it. Lamoureux and Doty said they wanted the commission's conversations documented by the minutes.

Commissioner Smith suggested that staff document all comments and then have the City Attorney approve the minutes.

Austin explained how the online audio provides documentation of the meetings.

No motion was made on the minutes this evening.

FUTURE PROJECTS AND NOTICING REQUIREMENTS

The noticing requirements for pending projects were discussed among the commissioners, and it was decided that no additional noticing was necessary.

STAFF REPORTS & CITY COUNCIL MEETING UPDATE

City Council approved Trail Creek - Auberge Resort Development Agreement - Council said this will be their last extension. The extension requires that a building permit is applied for by May 6, 2016. All entitlements will be in effect until May 6, 2016. Micah outlined all that needs to be done in the next 7 months.

Limelight Hotel Design Review Subcommittee meeting is Wednesday, September 16, 2015. Signage, lighting and landscaping plan will be reviewed.

Thunderspring update - City Council did not resolve the 1998 obligations.

Two Waterways Design Review projects are coming up.

Smith asked about the idea of not citing for a misdemeanor and rather just issuing an infraction. Austin said that the City Administrator is against that. Bundy told the commission that staff has recently cited a couple of misdemeanor citations.

Austin talked about planning and zoning training that he will be attending tomorrow and the benefits of it. He invited commissioners to attend.

Autin advised commissioners that the City has made an offer to hire Kiesha Owens as Planning Technician. Her first day will be October 12, 2015. He outlined her credentials and employment history.

Commission reports and ex parte discussion or disclosure

Vice Chair Lameuroux revealed that he had a discussion with the headmaster at the Community School but does not believe it will affect his ability to make an impartial decision with respect to their application.

Commissioner Doty said the Warm Springs Road Cox Communication building looks good. He said he hopes the sidewalk location will work with the overall plan for the area.

Commissioner Smith asked about the Northwood Place for-rent sign and 2914 Warm Springs Road. Micah explained that staff does not have answers yet.

Commissioner Smith asked about the Anderson Lumber property. Micah said there has been a lot of developer interest in that site.

ADJOURNMENT

Motion to adjourn.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Doty
SECONDER:	Betsy Mizell
AYES:	Jeff Lamoureux, Vice Chairperson, Erin Smith, Betsy Mizell, Michael Doty
ABSENT:	Steve Cook

Meeting closed at about 7:45 pm.

Jeff Lamoureux, Vice Chair
Planning & Zoning Commission