



# City Council

## Regular Meeting

~ Minutes ~

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

Monday, May 18, 2015

5:30 PM

Ketchum City Hall

Present: Mayor Nina Jonas  
Council President Michael David  
Councilor Anne Corrock  
Councilor Jim Slanetz

Absent: Councilor Baird Gourlay

Also Present: Ketchum City Administrator Suzanne Frick  
Ketchum City Attorney Susan Buxton  
Police Chief David Kassner  
Ketchum Fire Chief Mike Elle  
Director of Parks & Recreation Jen Smith  
Director of Planning and Building Micah Austin  
Director of Public Works/City Engineer Robyn Mattison  
Recording Secretary Robin Crotty

### 1. CALL TO ORDER

Mayor Nina Jonas called the meeting to order at 5:30 p.m.

### 2. CONSENT CALENDAR

#### a. Approval of Minutes: May 4, 2015.

Councilor Anne Corrock made a correction to the minutes of May 4<sup>th</sup>. Base Camp House Item 6b. The applicant representative should be Bruce Smith not Jim Garrison.

#### b. Approval of Current Bills and Payroll Summary.

Councilor Jim Slanetz questioned the computer maintenance cost. Administrator Suzanne Frick explained that the increase was due to phone upgrades and problems with emergency services not getting phone calls. She explained that a lot of time is being spent on trying to make systems communicate that do not. The City will have somebody come in and evaluate the entire system.

#### c. Approval of 2014-15 and 2015-16 Beer, Wine and Liquor Licenses.

#### d. Findings of Fact, Conclusion of Law and Decision for:

##### i. Schoolhouse Residences Townhouse Subdivision – Final Plat.

Councilor Anne Corrock questioned the Findings of Facts on the Schoolhouse. Micah Austin Director of Planning and Building explained that a final inspection has been completed

*Motion to approve the Consent Calendar with the correction to the May 4, 2015 minutes.*

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael David
<b>SECONDER:</b>	Jim Slanetz
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz
<b>ABSENT:</b>	Baird Gourlay

**3. COMMUNICATIONS FROM MAYOR AND COUNCILORS.**

**a. Communications from Mayor & Council**

Councilor Michael David talked about the Mountain Rides bus stop that is in front of where the Limelight Hotel will be constructed. The stop will be moved north a block to in front of US Bank. This will begin June 15, 2015. This is a temporary move.

Councilor Anne Corrock advised that she attended the Water Wise Landscape series at Sawtooth Botanical Gardens. There are three more in the series and recommends everyone go to them. She also updated the Mayor and Council on the URA. They are working on their priorities for the upcoming budget season.

**b. Swearing in of Ketchum Fire Department Volunteer Firefighters.**

Fire Chief Elle introduced all new fire fighters and congratulated them on their accomplishments. Mayor Nina Jonas swore each new firefighter in individually.

**COMMUNICATIONS FROM THE PUBLIC.**

Kaz Thea spoke representing the Ketchum Farmers Market. Kaz received a letter with conditions on May 12, 2015 and wants to clarify the conditions that are being imposed on the Farmers Market.

There is one condition that is difficult to meet. She is being required to have a person to sit from 2 p.m. to 6 p.m. every week for 18 weeks at the north end of the north alley. (5<sup>th</sup> street and the alley) to stop vendors and patrons of the Farmers Market from using the North Alley. Local traffic and deliveries can come thru. She's ok with not being able to use the alley but she would like to not have to staff a person. She would like to suggest closing the road with a sign. She understands there is a conflict with the Fire Department. Mayor Nina Jonas advised they would discuss it and get back to her.

**5. PUBLIC HEARINGS.**

**a. Vue Townhomes Townhouse Subdivision Final Plat (continued from May 4, 2015) – Rebecca Bundy, Senior Planner.**

Rebecca Bundy Senior Planner presented showing the Final Plat for the Vue Townhomes Townhouse Subdivision Final Plat. She is requesting a continuation until a decision is made by federal court. She distributed a handout for Mayor and Council to read before continuing her presentation. Rebecca gave a background on the project and explained where they currently are in the process. This Plat has been reviewed by the City Attorney and explained it has met all legal requirements. The presentation was then turned over to Ketchum City Attorney Susan Buxton to address legal issues. Susan explained that the remedy will not change the outcome of the case if we had a final Plat approved or not, it would be her advice to finish this administrative act.

Councilor Michael David commented that Council get documents ahead of time for a reason. He was concerned that they are just receiving information today. He would like things to get to Mayor and council in a timelier manner.

Councilor Anne Corrock questioned if the deed restrictions are in the Parkwood Subdivision. Attorney Susan Buxton confirmed. Councilor Anne Corrock asked if there is an appeals process. Susan Buxton said that no more appeals are accepted for reconsideration.

Mayor Nina Jonas opened the meeting for Public Comment – There were none.

Bruce Smith Alpine Enterprise representing the applicants Infinity Project. This is a hearing for final plat. He is here to answer any questions council has.

***Motion to approve Vue Townhomes Townhouse Subdivision Plat with conditions 1-9.***

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael David, Council President
<b>SECONDER:</b>	Jim Slanetz, Councilor
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz
<b>ABSENT:</b>	Baird Gourlay

**6. COMMUNICATIONS FROM STAFF.**

**a. Work Session – Zoning Ordinance Update Phase I – Morgan Brim, Senior Planner.**

Planning and Building Director, Micah Austin presented. Micah Austin explained that this is now being called the Phase I Ordinance. Micah explained the reason for the rewrite and the first thing they did was to bring the Ordinance to compliance with the 2014 Comprehensive Plan. The second action is to bring the Ordinance into compliance with state and federal law. The third was the fact that 130 errors were identified and the fourth one is the current structure is outdated and difficult to navigate. Lastly only 25% of all uses are defined, creating significant interpretation challenges. There is a three step approach to zoning code update. Phase I addresses known inconsistencies and restructures the entire ordinance. In Phase II there will be extensive research and public outreach. It address complicated issues such as density, community housing, zone reclassification, and other questions. There were 10 opportunities for public to be involved. This process will take 18 to 24 months for this phase to be completed. The changes will be made as they come up. The current ordinance has 462 pages. There were 263 pages eliminated with the new ordinance. There were 10 opportunities for the public to be involved. The public input has been from the Sun Valley Board of Realtors, Blaine County Housing Authority, ARCH and Mountain Express. Councilor Anne Corrock questioned how participation was. Micah Austin explained it was scarcely attended except by the boards he mentioned.

Morgan Brimm Senior Planner explained there were not a lot of regulatory changes. The structural changes and code provision are now reoriented in a user friendly format. Redundancies and duplications have been eliminated. Chapters were retitled to fit content and larger provisions were separated into their own chapters. The confusing graphics have been removed. Districts and Overlays were deleted and the guidelines were removed. One of the biggest changes was the Zoning Districts Chapter. All zoning districts were consolidated into one chapter. Dimensional standards and district uses have been placed into a matrix layout. Uses with significant standards/conditions have been placed into a new Development Standards Chapter. There were Chapters incorporated into Matrices such as Chapter 17.36: Mobile Home District, Chapter 17.108: Accessory Dwelling Unit Overlay District and Chapter 17.112: Apartment Housing Overlay Zoning District.

Other chapters were removed such as Uses not itemized. We can already do that so there is no reason to reiterate. TDDR was removed.

Several chapters were renamed or altered. Added 55 new definitions - 24 were altered -15 deleted-99 relocated.

District uses were added to District Chapter.

Eighteen chapters were consolidated into 1 chapter.  
Retooled Design Review Standards.

Parking and signage is now its own chapter so it's easier to reference.

Accessory building chapter is now the Development Standards Chapter.

There were a few regulatory changes such as in the Accessory Dwelling Overlay District. ADU's can now not be less than 300 sq. feet and not more than 1200 sq. feet.

Eliminated the Apartment Housing Overlay District. It is now the same as a multi-use residence. It was more restrictive to build apartments. Will be looked at again in Phase II.

Urban Agriculture - This allows something that we already allow. It allows interim use. Allows up to 8 chickens and keeping of bees on one family detached lots. Allows for somebody who has a vacant lot to do something on it before it is developed.

Avalanche Zone will now need to go thru this process because it is a safety issue. The exemption on not needing to go thru the process was removed. This will also be discussed more in Phase II. Director of Planning and Building Micah Austin explained that public safety issue is a great concern.

Religious Land Uses are now classified as all assembly uses. Churches are no longer singled out.

Guidelines - Title 67 and 65 LUPA - Local Land Use Planning Act requires the zoning ordinance be uniform clear and objective and it was not. We went thru and removed all guidelines but kept design standards and regulations.

Adult only businesses - Federal and state law requires that every locality allow for those somewhere in the locality. Currently we just prohibited them in the CC District. This made legal counsel uncomfortable because it could be interpreted as it was then allowed in all other Districts. We changed it so it is now allowed in LI2 but this will be looked at again in Phase II.

Planning & Zoning Commission recommended approval of Title 17 Zoning Ordinance. There was one change that came out of the draft that staff submitted. The Sun Valley Board of Realtors asked that the parking calculations be uniform and consistent. Right now they are not. The Commission will be evaluating this in Phase II but for now they changed it so the calculations will be based off net and not gross.

Morgan Brimm Senior Planner explained this is a work session and will come before them again in two weeks for the 1st public hearing. Morgan asked Council to feel free to send all questions there way. Morgan explained that in Phase II they will dig into the definitions. Scheduled for June 1, 2015 as a public hearing.

c. **New Mobility West Grant Application for Main Street Study – Robyn L. Mattison – Public Works Director/City Engineer.**

Robyn Mattison Public Works Director/City Engineer talked about applying for a New Mobility West Grant. She is asking for permission from Council for staff to put grant application together. Robyn researched all the study's that have already been done. In summary all studies recommended further study. Traffic Authority recommends further study to find out if a three lane Main Street would be beneficial to our community. Traffic Authority recommends council to move forward to apply for grant and the application be filled out in lieu of staff time with no financial contribution from City. Commissioner Anne Corrock asked if there will be a study of traffic lights. Robyn said the signals would be included in the study.

Robin Mattison asked for a motion to approve staff time to prepare a New Mobility West grant application for technical assistance to evaluate reconfiguring Main Street to three lanes and granting the Mayor authority to sign the grant application.

***Motion to approve staff time to prepare a New Mobility West grant application for technical assistance to evaluate reconfiguring Main Street to three lanes and granting the Mayor authority to sign the grant application.***

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael David, Council President
<b>SECONDER:</b>	Jim Slanetz, Councilor
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz
<b>ABSENT:</b>	Baird Gourlay

**AGREEMENTS & CONTRACTS.**

a. **Strimple Property Right-of-Way Encroachment Agreement – Robyn L. Mattison, Public Works Director/City Engineer.**

Robyn Mattison Public Works Director/City Engineer presented. Property is located at 171 East Ave. S. Building permit was approved last year prior to reevaluation right of way standards with irrigation and landscaping in the right of way. The client has come back to city with a revised landscape plan to minimize the landscaping within the right of way with drip irrigation and water conscious shrubs.

Ashely Bowen, Landscape Architect for Ben Young Landscape presented. From a professional standpoint she would like the City to think about the new policy change. She thinks there are better ways to conserve water elements. Ashley pointed out that both neighbors of the Strimple's have landscape in the right of way and there is something to be said for continuity. This will help soften the façade and mass of building. She urges council to approve this.

Mayor Nina Jonas pointed out that water savings is secondary to the line of sight and safety and the fact that it becomes a city maintenance issue.

Councilor Anne Corrock asked how the approval in the right of way came to be.

Micah Austin, Director Planning and Building, explained it originally came from the P&Z commission. Councilor Anne Corrock asked if this will be handled differently in the further.

Susan Frick, City Administrator, explained the process was originally approved thru the planning process. It then becomes a public works problem. The process is now changed and will go to Public Works for approval.

***Motion to approve the proposed Right-of-Way Encroachment Permit application by Greg and Kari Strimple and authorize the Mayor to sign a Right-of-Way Encroachment Agreement with said owners.***



<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael David, Council President
<b>SECONDER:</b>	Jim Slanetz, Councilor
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz
<b>ABSENT:</b>	Baird Gourlay

**b. Cover Art Artist Agreements – Sharon Arms, Arts & Events Coordinator.**

Jen Smith, Director of Parks and Recreation, filling in for Sharon Arms, Arts & Events Coordinator

Arts committee started this cover art project in 2012. This is when mundane city infrastructure was covered in vinyl wrap. In 2013 they ran out of boxes.

Century Link and Cox Communication said they would be willing to let the Arts Commission cover boxes with original art work. Councilor Anne Corrock asked how many more boxes there are to cover. Jen Smith said there a couple on Sun Valley property. Councilor Anne Corrock asked how they will be maintained. Jen Smith said that when things are covered in art they are more respected.

***Motion to approve the 2015 Consignment Agreements for artists Bob Dix, Marianne Konvalinka, Belinda Isley and Marie Stewart for Mayor Jonas' signature***

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael David, Council President
<b>SECONDER:</b>	Jim Slanetz, Councilor
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz
<b>ABSENT:</b>	Baird Gourlay

**c. Will Caldwell Productions LLC Contract for Production of Ketchum Summer Concert Series (Ketch'Em Alive, Jazz in the Park, and Town Square Tunes) – Sharon Arms, Arts & Events Coordinator.**

Sharon Arms explained that there has not been a contract with Will Caldwell Productions in the past. Councilor Anne Corrock asked if this is an annual contract. Sharon confirmed that it is and his wages have not increased in years.

***Motion to approve the 2015 Will Caldwell Productions LLC Contract for Production of Ketchum Summer Concert Series for Mayor Jonas' signature.***

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Jim Slanetz, Councilor
<b>SECONDER:</b>	Anne Corrock, Councilor
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz
<b>ABSENT:</b>	Baird Gourlay

**8. ORDINANCES AND RESOLUTIONS.**

**a. Ordinance 1134 – Intermountain Gas Franchise (2nd Reading) – Stephanie Bonney, City Attorney.**

Susan Buxton City Attorney presented. This franchise agreement is a 10 year term and is pretty much identical to what you had. The only thing that is different is the street superintendent made minor modifications. She explained that this is the 2nd reading and will have to have a 3rd reading.

Councilor Anne Corrock asked what other municipalities used it for. Susan Buxton responded by saying that others use it for street light, parks, and roadways. Administrator Susan Frick explained that it goes

into the general fund. Mayor Nina Jonas said if we were to put it into a specific account it would bind future councils for 10 years. Administrator Suzanne Frick explained that they will see in the budget where all revenues are itemized. All general fund sources will be shown and how we portion it out.

***Motion to approve the 2<sup>nd</sup> reading of Ordinance 1134 with Intermountain Gas for a 10 year not exclusive franchise.***

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Jim Slanetz, Councilor
<b>SECONDER:</b>	Anne Corrock, Councilor
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz
<b>ABSENT:</b>	Baird Gourlay

The next reading will be in the 2nd meeting in June.

9. **EXECUTIVE SESSION to discuss:**

a. **Personnel pursuant to Idaho Code §§67-2345 1(a).**

***Motion to go into executive session at 7:18 p.m. pursuant to Idaho code 67-2345 1(a).***

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jim Slanetz, Councilor
<b>SECONDER:</b>	Michael David, Council President
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz
<b>ABSENT:</b>	Baird Gourlay


10. **ADJOURNMENT**

***Councilor Jim Slanetz motioned to adjourn at 7:34 p.m., seconded by Council President Michael David, motion passed unanimously.***

ATTEST:



Sandra E. Cady, CMC  
City Clerk

  
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Nina Jonas  
Mayor