



CITY OF KETCHUM  
MEETING MINUTES OF THE  
PLANNING AND ZONING COMMISSION  
Tuesday, March 28, 2023

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**CALL TO ORDER:** *(00:00:09 in video)*

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

**ROLL CALL:**

Neil Morrow  
Susan Passovoy  
Brenda Moczygemba  
Tim Carter *(arrived via zoom @ 01:04:00 in video)*  
Spencer Cordovano

**ALSO PRESENT:**

Morgan Landers—Director of Planning and Building  
Abby Rivin—Senior Planner  
Adam Crutcher—Associate Planner  
Heather Nicolai-Planning Technician & Office Administrator

**COMMUNICATIONS FROM COMMISSIONERS:** *(00:00:30 in video)*

**CONSENT AGENDA:** *(00:00:38 in video)*

1. ACTION ITEM: Approval of the March 28, 2023 minutes

**Motion to approve March 28, 2023 Minutes** *(00:00:53 in video)*

**MOVER:** Brenda Moczygemba

**SECONDER:** Susan Passovoy

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

**RESULT: ADOPTED UNANIMOUSLY**

2. ACTION ITEM: Recommendation to review and approve the Findings of Fact, Conclusions of Law, and Decision for The Perry Building Lot Consolidation Preliminary Plat Application File No. P22-045A.

**Motion to approve the Findings of Fact, Conclusions of Law, and Decision for The Perry Building Lot Consolidation Preliminary Plat Application File No. P22-045A.** *(00:01:39 in video)*

**MOVER:** Brenda Moczygemba

**SECONDER:** Spencer Cordovano

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

**RESULT: ADOPED UNANIMOUSLY**

3. ACTION ITEM: Recommendation to review and approve the Findings of Fact, Conclusions of Law, and Decision for The Perry Building Condominium Subdivision Preliminary Plat Application File No. P22-045B.

**Motion to approve the Findings of Fact, Conclusions of Law, and Decision for The Perry Building Condominium Subdivision Preliminary Plat Application File No. P22-045B. (00:01:57 in video)**

**MOVER:** Brenda Moczygemba

**SECONDER:** Spencer Cordovano

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

**RESULT: ADOPED UNANIMOUSLY**

4. ACTION ITEM: Recommendation to review and approve the Findings of Fact, Conclusions of Law, and Decision for The Perry Building Design Review Application File No. P22-045C

**Motion to approve the Findings of Fact, Conclusions of Law, and Decision for The Perry Building Design Review Application File No. P22-045C. (00:06:33 in video)**

**MOVER:** Susan Passovoy

**SECONDER:** Brenda Moczygemba

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

**RESULT: ADOPED UNANIMOUSLY**

5. ACTION ITEM: Recommendation to review and approve the Findings of Fact, Conclusions of Law, and Decision for The Perry Building Variance Application File No. P22-045D

**Motion to approve the Findings of Fact, Conclusions of Law, and Decision for The Perry Building Variance Application File No. P22-045D. (00:07:20 in video)**

**MOVER:** Spencer Cordovano

**SECONDER:** Brenda Moczygemba

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

**RESULT: ADOPED UNANIMOUSLY**

**PUBLIC HEARING: (00:07:40 in video)**

6. ACTION ITEM: Recommendation to conduct a public hearing to approve Findings of Fact, Conclusions of Law and Conditions of Approval for Design Review Permit P22-028, Review and Recommendation on Permits Conditions Acceptance Development Agreement and Review and Recommendation to Amend PUD/CUP P19-063 for the PEG Ketchum Hotel or Ketchum Tribute Hotel located at 251 S Main Street, 260 E River Street and 280 E River Street.

Presented by: Suzanne Frick—KURA Executive Director (00:8:10 in video)

- Commission Questions/Comments for Staff (00:17:20 in video)

Applicant Presentation by: Bill Gigray-City Attorney (00:35:20 in video)

- Commission Questions/Comments for Applicant (00:44:15 in video)

**Public Comment:** (00:59:00 in video)

- Scott Levy (00:59:16 in video)

**Public Comment Closed:** (01:01:00 in video)

**Motion to approve Findings of Fact, Conclusions of Law and Conditions of Approval for Design Review Permit P22-028.** (01:01:15 in video)

**MOVER:** Susan Passovoy

**SECONDER:** Brenda Moczygemba

**AYES:** Susan Passovoy, Neil Morrow, Brenda Moczygemba

**NAYS:** Spencer Cordovano

**RESULT: 3-Ayes, 1 Nay – Motion APPROVED**

**Motion to recommend that the City Council approve the agreement or amend the agreement according to the discussion items that we had today. Specifically, a unitary and clarifying definition of the lender, the timeframe for a building permit being four months with an administrative extension of two months, and the obligation not be for the City to issue a Certificate of Occupancy, that the applicant shall have completed all the necessary prerequisites and have applied for a Certificate of Occupancy.** (01:01:30 in video)

**MOVER:** Susan Passovoy

**SECONDER:** Brenda Moczygemba

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

**RESULT: ADOPTED UNANIMOUSLY**

**Motion to approve the amendment to the proposed Amended PUD/CUP P19-063 and forward the recommendation to the City Council.** (01:02:38 in video)

**MOVER:** Susan Passovoy

**SECONDER:** Brenda Moczygemba

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

**RESULT: ADOPTED UNANIMOUSLY**

7. ACTION ITEM: Recommendation to hold a public hearing, review, and deny the Conditional Use Permit application for the 400 East Avenue Office Space.

Presented by: Adam Crutcher— Associate Planner (01:05:00 in video)

- Commission Questions/Comments for Staff (01:12:00 in video)

Applicant Presentation by: Josh Shetler, Ally Project Management (01:12:55 in video)

- Gary Slette, legal counsel for applicant (01:16:15 in video)

- Commission Questions/Comments for Applicant (01:21:10 in video)
- Staff Comments for Applicant and Commission (01:25:42 in video)
- Applicant's Responses to questions (01:27:35 in video)
- Commission Questions/Comments for Applicant (01:30:00 in video)

**Public Comment:** (01:34:18 in video)

- Adam Elias (01:34:45 in video)

**Public Comment Closed:** (01:37:03 in video)

- Commission Deliberation: (01:37:07 in video)
- Commission asked applicant if they were willing to make changes to their application, reconfigure the space and Gary Slette advised that they do not want to make any changes.. (01:47:56 in video)

**Motion to deny the Conditional Use Permit application for the 400 East Avenue Office Space.**  
(01:49:40 in video)

**MOVER:** Susan Passovoy

**SECONDER:** Spencer Cordovano

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

**RESULT: ADOPTED UNANIMOUSLY**

**10-minute BREAK** (01:50:04 in video) and resumed meeting (01:50:05 in video)

8. ACTION ITEM: Recommendation to hold a public hearing, review and provide feedback on the Design Review and Conditional Use Permit applications for the Leadville Trading Project at 211 N Leadville Avenue.

- Presented by: Morgan Landers—Director of Planning and Building (01:50:35 in video)
- Commission Questions/Comments for Staff (01:59:45 in video)
- Applicant Presentation by: Lucas Winter, Architect-The Jarvis Group Architects (02:02:45 in video)
- Commission Questions/Comments for Applicant (02:09:40 in video)

**Public Comment:** (02:20:10 in video)

- None

**Public Comment Closed:** (02:20:15 in video)

- Commission Deliberation: (02:20:20 in video)

**Motion to approve the application for Design Review for the Leadville Trading Project at 211 N Leadville Avenue with the condition that the mural goes through approval of staff.**  
(02:38:50 in video)

**MOVER:** Susan Passovoy

**SECONDER:** Brenda Moczygemba

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

**RESULT: ADOPED UNANIMOUSLY**

**Motion to approve application for the Conditional Use Permit for the additional parking for the Leadville Trading Project at 211 N Leadville Avenue. (02:39:50 in video)**

**MOVER:** Susan Passovoy

**SECONDER:** Spencer Cordovano

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

**RESULT: ADOPED UNANIMOUSLY**

**NEW BUSINESS:** (02:40:22 in video)

**Announcements for upcoming meetings – Morgan Landers – Director of Planning and Building (02:40:25 in video)**

**ADJOURNMENT:**

**Motion to adjourn at 7:32pm (02:48:50 in video)**

**MOVER:** Neil Morrow

**SECONDER:** Spencer Cordovano

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

**RESULT: ADOPTED UNANIMOUS**



Neil Morrow – P & Z Commissioner



Morgan Landers – Director of Planning & Building