



Planning and Zoning

Regular Meeting

~ Minutes ~

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

Minutes are Video Recorded

Monday, February 23, 2015

5:34 PM

Ketchum City Hall

Commissioners Present: Steve Cook, Vice Chairperson
Erin Smith
Mike Doty
Jeff Lamoureux

Commissioners Absent: Deborah Burns, Chairperson

Staff: Micah Austin, Director of Planning and Building
Morgan Brim, Senior Planner
Rebecca Bundy, Senior Planner

1. OPENING OF MEETING

Steve Cook called to order at 5:34pm.

2. PUBLIC COMMENT - This is an opportunity for the public to speak with the Commission about issues and ideas not on the agenda.

No public comment.

3. CONSIDERATION upon modifications to Community Core Design Review of the Limelight Hotel (formerly Bald Mountain Lodge), owned by Limelight Ketchum LLC, at 151 S Main Street. Modifications include roof form, clock tower element, minor façade and landscaping changes, parking and hotel room counts.

Micah Austin introduced the project for consideration. He stated that this project is an exciting new development project for Ketchum and the project does meet City standards.

Rebecca Bundy presented the Staff Report commenting that the project started in March 2010, the original design review contained conditions of approval 1-8 and the conditions had pretty much stayed the same though the six revisions.

Rebecca Bundy explained the make up of the Design Review Sub-Committee stating it was made up of three members, Erin Smith, Rich Fabiano and Micah Austin. The applicant had conducted a workshop to present the application to the Planning Commission on November 24, 2014 and in general the application was the same. She explained that Ketchum Ordinance 1117 was enacted in June 2014, giving the Commission the authority to grant exception to 17.64.010 and that the applicant is requesting that an exception be granted to two portions. She then pointed out the criteria to make an exception was on pg 8 of the Staff Report section 17.64.010.L.9.d.

Rebecca Bundy explained the exceptions the applicant is requesting. To lower of the height of the building five feet and less at the back of the building, the elevator shaft, items on the roof garden, one level of parking, there are 109 spaces in the garage, three on surface in a port

cochere area. They have added nineteen more space than required by code. She added it does meet the definition of hotel, in code section 17.08, and parking requirements have been satisfied. Rebecca then discussed screening of the rooftop and mechanical equipment and a change to the condition. She stated the Design Review Sub-Committee should be involved with landscaping in addition to the City Arborist adding the final fence wall design should be approved by Design Review Sub-Committee. She stated a new condition had been added #9 concerning street drainage and would need to be approved by the Public Works Department.

Steve Cook asked for more clarification on the two code exemptions.

Rebecca Bundy explained the building ridges on old design were 68' and now most of roof at 63' with exception of the Washington Avenue side. She added Paul Kenny provided a letter in favor of project after staying at the Limelight Hotel in Aspen, she provided a copy of the letter to the Commissioners.

Steve Cook stated the letter is now part of public record.

Don Schuster, Vice President Hospitality, Aspen Skiing Company, presented the application giving the history of the project. He introduced Richard Stettner, Regional Director of the Limelight Hotel stating he would perform operational oversight, Gary Wakatsuki, Project Architect, Callison, Jim Garrison, Local Project Manager, Aspen Skiing Company, Gert Van Moorsel, Project Manager, Aspen Skiing Company, Jeff Hanle, Director of Public Relations, Aspen Skiing Company, and Project Attorney Jim Laski. He then presented a power point going over the over goals of the project. He went over the design pointing out retail space being at 1st and Main, the open space of the Great Room, Breakfast/Bar/Lobby and the flex space near center of floor plan. He explained the changes in the hotel rooms, stating there would now be 98 rooms, 14 residential condos and 10 lock offs. He went over the parking, stating a survey had been done at their other Hotels and that 12% of the vehicles were overnight Holiday Customers and that ratio doubled during the summer.

Erin Smith questioned, if she bought a residential unit would she be required to put it into the hotel pool, what percentage of time, and how long are they going to be available hotel rooms?

Don Schuster clarified that you can't be required to and then explained the differences between selling a security in comparison to real estate.

Erin Smith questioned how the shuttles will work?

Don Schuster clarified there will be a shuttle to/from the airport, they will have a Suburban going to River Run and Warm Springs ski base.

Gary Wakatsuki, Architect presented the building design plan. He stated that the biggest change was in the parking including the two elevators. He went over each component of the design plan the main lobby's Signature Limelight Bar-Lounge-Breakfast space, board room area, exterior terrace, fitness room adding the locker rooms were almost identical to Aspens and they have been very successful. The Clock Tower has been removed. He then talked about the public artwork in the space at the retail side corner of Main and 1st Avenue. He then explained the second level will be hotel guest rooms and on the Mountain side, there will be public venue space for wine in evening or rentable space for weddings with deck area. The third level will be all hotel guest rooms and similar to level two. The fourth level will be residential areas and lock off areas. The fifth level will be all residential areas and lock off areas. He went over the roof plan from Main to Washington Street and explained it was a flat roof for mechanical units, stair extension for maintenance and snow removal. He stated they don't know how high the screen needs to be on the roof at this time. He continued with his presentation pointing out stone walls,

balconies railings, samples of material colors and elements, and the view from all sides River & Washington, and then 1st and Main.

Steve Cook asked for public comment.

Britta Hubbard questioned how the two lanes to one lane merge on south bound Main Street would work? Steve Cook commented staff would comment on the issue at end including the Commission had already considered the issue.

Steve Cook closed public comment.

The Commissioners deliberated reviewing roof top (slide #27), they discussed the mechanical equipment, screening or having it open, flat roof top, setbacks including mechanical. It was stated that there was still work to be done, regarding setbacks (slide #13), the stairwell being the only access to the roof and snow removal in condition 9,

Rebecca Bundy commented on doing a traffic flow study in response to the public comment question by Britta Hubbard.

Steve Cook requested a condition for a 10 day notice must be given the City before changes from applicant can be made. He questioned how much lead time the Staff would need? Micah Austin clarified at least 14 days for anything that comes back to sub-committee.

Michael Doty motioned to approve the Community Core Design Review of the Limelight Hotel owned by Limelight Ketchum LLC with conditions 1-11 as amended 10 being the approval of roof form, 11 being clock tower encroachment and 12 on sight drainage shall be provided.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Doty,
SECONDER:	Erin Smith
AYES:	Steve Cook Vice Chairperson, Jeff Lamoureux, Michael Doty, Erin Smith
ABSENT:	Deborah Burns Chairperson
RECUCCE:	None

Gary Wakatsuki commented a meeting with city staff was scheduled for tomorrow morning. Rebecca Bundy commented the Planning Commission was invited.

4. PUBLIC HEARING upon the application of Blaine County Housing Authority (BCHA), for a Conditional Use Permit at the Lift Tower Lodge at 703 South Main Street (FR SWSW TL 7983).

Rebecca Bundy presented the application and introduced three letters for public record, from Michele Griffith from Arch Community Housing in favor, Dahlgren neighbor opposed, Jennifer and Gary Bollinger neighbor opposed.

Rebecca gave the history of the project and explained that the property was gifted to the Blaine County Housing Authority, who can apply for a CUP. The property will be used for affordable housing. There will be 14 total units. She pointed out the proposed conditions in the Staff Report A through H, adding an explanation of conditions.

Steve Cook commented that most of the conditions were not conditions the Commissioners would typically impose; they appeared to be more property management conditions. Rebecca

Bundy commented most of the conditions were imposed by the Fire Chief for safety and public health and then went over the conditions.

Michael Doty and Erin Smith asked for clarification on condition #3 regarding terms of conditional use permits. Rebecca Bundy clarified that it is staffs responsibility to make sure the CUP's are being met and they would handle this project just like any other violation.

David Patrie Executive Director of Blaine County Housing Authority introduced Jan Kelso Ketchum Representative. He gave general comments including that on November 1st the property stopped operating as a Hotel and the donation was still in the works, they should have title sometime in March.

Steve Cook questioned if staff should be worried about not having title yet? Rebecca Bundy clarified the City had permission from the owner in writing.

David Patrie explained January was the first full month the property was used. During January they housed Blaine County Housing Authority workers, donated rooms to deaf and blind students including their chaperones, Boulder Mountain Tour Adaptive users and they will be housing Special Olympics participants.

David Patrie commented the BCHA is asking the city for tools to make Lift Tower Lodge a success by not having a maximum stay, and not having 24/7 manager on site. He stated on maximum stay condition that they had been working with residents to not have this as long term housing and he doesn't think the Lodge should be for permanent housing. He explained that people can sometimes be on the Federal Voucher Housing Assistance waiting list for up to two years. He commented on the onsite site manager condition, stating the BCHA is committed to having an onsite manager but they won't need someone there at 3am to check someone in. Their process is to require an application with a background check and the application process requires employment verification, including reference checks. He explained the applicant pays their fees for rent, cleaning and security fees in advance. He stated the BCHA has employees less than 1/2 mile away and most residents won't be home during the day, they are off site working. He added that a 24/7 manager will be a financial hardship. He then explained the application process was posted on the door.

David Patrie called for questions from the Commissioners. There were none at this time.

David Patrie requested language be changed on condition 2 to "onsite manager available outside of normal business hours". Rebecca Bundy responded the City tried to structure that condition so there would be a manager available for emergencies 24 hours a day for a dispatcher to be on call. Erin Smith then suggested to reword the condition to say an on site manager or a BCHA employee will be available 24 hours a day.

Steve Cook called for public comment.

Ira Shepard, Westridge resident commented "no one in the area is in favor". He requested the board consider neighborhood concerns stating "I don't think it's an appropriate use". He requested a copy of the budget.

Gary Venagre, Garnet Street commented requesting the Commission to "give them a year to operate but don't approve CUP yet". He asked that there be a designated smoking area.

Evan Nickels questioned what the CUP was for? Stating that an on site manager is very important. He requested that complaints be tracked. He is in favor of one year to operate before approval of the CUP.

Janie Davidson commented "I'm concerned the rules are not being obeyed at this time".

Anne Corrock commented as a Warm Springs resident and City Council member stating her participation at another meeting. She had hoped a list of ideas would have been presented at the meeting tonight. She gave some examples of the ideas that were suggested at the meeting, a youth hostel, selling it; there were about 10 or 12 items. She would like to see a report of all those ideas.

Robert Renfro presented the Commissioners with a poll.

Bill Slider Westridge resident commented "An extended stay to 3-4 months would deny housing to other folks needing it."

Steve Cook closed public comment at 8:09 pm.

David Patrie responded to public comment questions regarding the conditions of the property and it being well kept, stating they are professional property managers. He clarified the budget is a public record. He explained the smoking guidelines and the consequences if they are violated. He commented on the extended stay policy and finding a more permanent solution. He commented minutes of their meetings are public and available on their website. He added that property values had not diminished and then gave examples of properties the BCHA manages, Cold Springs Crossing, Fields, Northwood Building, and Pine Ridge.

Rebecca Bundy commented the BCHA could ask for a PUP public use permit.

Commissioners deliberated questioned Dave Patrie on the operation policies of the property, such as emergency housing, background checks for applicants, cleaning rooms, eviction process, and restrictions of occupancy, how the rules will be enforced, the Federal waiting list and extended stay.

Commissioners deliberated putting a limit on a Conditional Use Permit. Micah Austin stated if the property were to be used other than for a hotel the Commission would have to approve the CUP.

Commissioners questioned Staff on the requirements for an extension of the CUP and if it's possible to use another mechanism to give an extension without a CUP. Staff recommended that rather than an expiration date the language be changed to read "CUP will come up for review in one year", it was then suggested by the Commissions to add "with a full public hearing".

Commissioners deliberated the language for condition #2 regarding the onsite manager 24/7 on premises and how to define available and 24/7. Recommendation was made to change the language to "on site manager shall reside in 2 bedroom unit and the manager and/or BCHA representative will be available 24 hrs per day ". Condition #3 language changed to "CUP will be reevaluated in a public hearing by the P&Z Commission for compliance with the standards of evaluation 17.116.030 and conditions of the approval in the above CUP", condition #5 to include "the value of improvements and amount of public off site improvements and comply with the night sky ordinance", Staff recommended working with Mountain Rides on a bus shelter. Condition #6 was added and will impose a limit to residency; Staff recommended "a maximum limit of stay except resident manager will be one year".

Jeff Lamoureux motioned this project, Lift Tower Lodge Conditional Use Permit application for a public use does meet the standards for approval under Chapter 17.116 of Ketchum Zoning Code Title 17 with following conditions 1-6 amended as noted

RESULT: APPROVED [UNANIMOUS]
MOVER: Jeff Lamoureux
SECONDER: Erin Smith
AYES: Michael Doty, Jeff Lamoureux, Erin Smith, Steve Cook Vice Chairperson
ABSENT: Deborah Burns Chairperson
RECUCES: None

5. CONSIDERATION upon Proposed Amendment to the P&Z Commission Bylaws.

Morgan Brim presented the amendment to the bylaws.

Commission reviewed the document and made a request to change the language in item #8.

Erin Smith motioned to approve by laws as amended I move to recommend that the City Council consider and adopt the attached amendment to the Planning and Zoning Commission bylaws as presented February 23, 2015" as ammended

RESULT: APPROVED [UNANIMOUS]
MOVER: Erin Smith
SECONDER: Michael Doty
AYES: Steve Cook Vice Chairperson, Jeff Lamoureux, Erin Smith, Michael Doty
ABSENT: Deborah Burns Chairperson
RECUCES: None

6. UPDATE on Zoning Code Re-write.

Morgan Brim presented a power point presentation on the Zoning Code re-write updates. He commented the changes are cutting out over 100 pages and pointed out the Comprehensive Plan works out to be more business friendly.

Micah Austin commented Staff is on track for the April meeting.

7. CONSENT AGENDA

a. APPROVAL OF MINUTES

i. February 9, 2015 Site Visit

No comments from commission.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steve Cook Vice Chairperson
SECONDER:	Jeff Lamoureux
AYES:	Michael Doty, Erin Smith, Jeff Lamoureux, Steve Cook Vice Chairperson
ABSENT:	Deborah Burns Chairperson
RECUCE:	None

8. FUTURE PROJECTS AND NOTICING REQUIREMENTS

Rebecca Bundy stated the Heinz Residence application was back and that the clients were against the City making an inspection at anytime, we can inspect at anytime but they don't want us on their property at anytime. She stated the City code states the building official can inspect at anytime. She added that another project is an accessory dwelling unit that requires 300 foot public notice will be coming before the Commission on the 23rd of March. Code requires a public hearing.

Steve Cook questioned the Idaho Power redundant line. Rebecca Bundy clarified Idaho Power submitted a request to PUC for renewable energy so the solar projects cannot find investors; a lot of movement would kill solar project at Ohio Gulch.

9. STAFF REPORTS & CITY COUNCIL MEETING UPDATE

There were none.


10. Commission reports and ex parte discussion or disclosure

There were none.

11. ADJOURNMENT

Jeff Lamoureux motioned to adjourn at 9:42pm.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeff Lamoureux
SECONDER:	Steve Cook Vice Chairperson
AYES:	Steve Cook Vice Chairperson, Erin Smith, Michael Doty, Jeff Lamoureux
ABSENT:	Deborah Burns Chairperson
RECUCE:	None



Planning and Zoning Commission

Planning and Zoning Commission Meeting

Sign In 2/23/15

LimeLight DRMOD
BCHA Cup

Name	Email
1 Gary Vinogio	
2 Pam Irby	
3 Erin Kelso	sunvalleyerin@hotmail.com
4 Doug Bunn	
5 Harry Griffith	
6 Terry Palmer	
7 Eric Danlow	
8 Brian Christensen	
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2/23/15 P+Z Meeting Sign-IN

Gert Van Moosel
Don Schwister
Jim Gannon
Gary Blaketsuki
Jeff Hank
Richard Stettner
Curtis Kemp
Jim Laska

Patti Felton

IRA SHEPARD

Shannon Richardson

Paul Wilson

Paul Kenny

Anne Corrode

Chase Hamilton

Limited
Guys

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