



SPECIAL PLANNING AND ZONING COMMISSION MEETING
Monday, January 27, 2014, 4:30 pm
Ketchum City Hall, Ketchum, Idaho

Present: Co-Chairman Richard Fabiano
Commissioner Steve Cook
Commissioner Mike Doty
Commissioner Jeff Lamoureux

Also Present: Joyce Allgaier, Planning Manager
Garth McClure, Applicant's Representative
Peter Flood, Cemetery District Representative

1. SITE VISIT AT THE KETCHUM CEMETERY - in regard to the application by THE KETCHUM CEMETERY DISTRICT, represented by Garth McClure, Benchmark Associates for a vacation of portions of the public right of way.

Joyce Allgaier introduced the project by giving a short description of the right of way vacation. She then introduced the applicants, Garth McClure and Peter Flood. The applicants described the project and the site visit was spent viewing the areas proposed for vacation.

The following features of the proposed project were identified:

- The areas proposed for vacation
- Where possible trail relocation could be achieved
- Clarification of the where the exact boundaries of the vacation areas are that were shown with flagging and stakes
- The location of the city's property that is leased to the Cemetery

The Commissioners had no further questions and the special meeting was concluded at about 5:00 pm.

The Commissioners proceeded to the Regular Planning and Zoning Commission Meeting at City Hall.

Co Chairperson, Deborah Burns or Rich Fabiano



CITY OF KETCHUM
PLANNING AND ZONING COMMISSION MEETING
January 27, 2014, 5:30 p.m.
Ketchum City Hall Meeting Room, Ketchum, Idaho

Present: Vice-Chairperson Richard Fabiano
Commissioner Steve Cook
Commissioner Mike Doty
Commissioner Jeff Lamoureux

Absent: Chairperson Deborah Burns

Also Present: Ketchum Planning Manager Joyce Allgaier
Ketchum Senior Planner Rebecca Bundy
Ketchum Recording Secretary Sunny Grant

1. Vice-Chair Richard Fabiano opened the Regular Planning and Zoning meeting at 5:30 p.m.

2. PUBLIC COMMENT ON ISSUES NOT ON THE AGENDA

There was no public comment at this time.

3. PUBLIC HEARING upon the application by Ketchum Cemetery District, for a vacation of several portions of public right of way, including two unimproved portions of 10th Street, an unimproved portion of Walnut Avenue and an unimproved portion of alley in Block 94, Ketchum Townsite.

Also Present: Garth McClure, representing the Ketchum Cemetery District
Ketchum Cemetery District President Peter Flood
Ketchum Cemetery District Board member John O'Connor

Prior to this public hearing, the P&Z Commission has a site visit meeting at the Cemetery site application area.

Commissioner Rich Fabiano told the Cemetery District Board members present that the Ketchum Cemetery looked very well maintained and is an attribute to the community. He thanked the Cemetery District for all they do.

Ketchum Planning Manager Joyce Allgaier said some rights-of-way around the Cemetery have already been partially or completely vacated. The Cemetery District requests the City of Ketchum vacate a large section and a small sliver of Tenth Street, the end of Walnut Avenue, and an alley right-of-way to the District. The land of a vacated right-of-way, by Idaho law, goes to the property owners on both sides. Staff is researching to confirm that the City Council can, at its discretion, vacate land to go to the property owner on only one side of the right-of-way. To complete the vacation, deeds will need be transferred and a plat amendment filed.

Streets are public spaces so the city has to consider before vacation:

- long term public use and future generations.

- does the Comprehensive plan anticipate something future in this site?
- intended purposes and uses of the vacated land for the property by the owners
- how the vacation affects neighboring properties
- utility, access and any other public-purpose issues.

The site plan shows four adjacent very steep lots owned by the City of Ketchum; two of which are leased to the Cemetery District. Most of the right-of-way areas proposed for vacation in this application are unimproved and sage covered, but some of the area has burial plots and the Cemetery is maintaining those plots in the right-of-way. There are excellent views from this part of Ketchum, and some primitive trails cross the area.

The two city parcels leased to the Cemetery District are under a 99-year lease, established in 2004, that can be continued to 2153. The lease can be terminated by the City with a 60-day notice. The only uses permitted on the parcels are those permitted by the Cemetery Master Plan. Some burial sites already encroach onto the right-of-way and the Cemetery maintains some of the r-o-w lands. The master plan has not been located, so it is unclear what the intended uses for the leased land is and how the master plan applies to the proposed vacated areas.

Staff feels that a portion of the Walnut Avenue proposed vacation is an acceptable area to vacate as long as the public can have access across the Cemetery. (This is a part of what is shown in red on Exhibit G.) Part of the Walnut Ave area is not acceptable for vacation as it should be retained for future storm water management and access. Staff feels it is important to allow public access to come to the Cemetery via Walnut and down through the Cemetery to connect to Highway 75. The City should ensure there is access and a connection from Walnut to Highway 75.

There is a undeveloped trail that traverses Lots 1 and 2 of Block 94 that is presently highly used although it crosses these private lots. Staff suggests the Cemetery allow hikers to traverse Block 94 Lots 3 and 4 of Cemetery land to get to the Ketchum parcels. The Cemetery should grant an easement over this portion for public use.

Staff will review options at the end of Walnut Avenue with the idea to designate an area as trailhead parking for hikers. The end of Walnut Avenue should be designed to accommodate storm water runoff as well.

Ketchum Public Works Director Robyn Mattison indicated that there is a main water line proposed along Highway 75, and has asked the applicant for an easement for the water line. There's an existing sewer line, which must be separate from the water line. If the water line is on Cemetery property, the plat will have to show that.

The City-owned sites have some of the most beautiful views in the City, but are very steep and not easily accessible. They would be a nice location for a passive park.

Proposed Conditions of Approval:

- The applicant needs to explain their need to have the entire Tenth Street vacated area since Cemetery use could be similar to a park the City might put in there.
- The final plat needs to reflect all the right-of-way changes and a water line easement.

- Dedication of pedestrian easement. (The Cemetery is already open to pedestrians, but this could be clarified to be in perpetuity.)

APPLICANT'S PRESENTATION:

Garth McClure, representing the Cemetery District, said the purpose of the application is to straighten up the boundary of the Cemetery and expand it for the future into what limited area is available. The Cemetery is requesting:

- The large 60-foot-wide Tenth Street right-of-way on the north of the Cemetery includes a flat portion where burial plots have already been planned.
- The end of Walnut Avenue adjacent to Lots 3 and 4 drops down toward the Cemetery.
- The alley in Block 94 is very steep and adjacent to Ketchum and Cemetery lots.
- The sliver on the southern end of Tenth Street that is not already vacated to Knob Hill Inn.

State Code says that, upon a vacation, adjacent property owners typically take ownership to the centerline of the road, unless the City Council decides otherwise. The only area where the right-of-way is not adjacent to City-owned property is on the very north end of Tenth Street, where it is adjacent to Kinderhorn Subdivision.

If these areas were vacated, the Cemetery District would present a revised boundary for the Cemetery and apply for a lot line shift for the exterior boundary. The Cemetery District would discuss granting a public pedestrian easement to Highway 75 and primitive path easements over Cemetery property.

COMMISSIONERS' COMMENTS:

- The City cannot sell public right-of-way. Does the new owner of vacated property have the right to sell it? If it is sold, the citizens should benefit from the sale.
- Ketchum can request a pedestrian easement over land owned by the Cemetery District through the vacation/replatting process.
- What is a natural burial area?

Peter Flood said this was on the 2004 Master Plan for the future and he didn't know exactly what the term meant.

- Who can be buried in the Ketchum Cemetery?

Those who live or did live in the Ketchum Cemetery District and paid the Ketchum Cemetery District tax, and pay for a burial plot, which includes Cemetery maintenance in perpetuity.

- The path to the overlook can perhaps be connected to the public trail system. One way to protect the steep areas of the Cemetery from erosion is with walking paths.

PUBLIC COMMENTS:

- Mickey Garcia would like to see an improved pedestrian pathway all the way around the Cemetery and down the hill to the street.
- Garcia asked if the Cemetery was a public park.

Peter Flood said picnics and dogs are not permitted on Cemetery grounds.

- Garcia said Ernest Hemingway was buried in the Cemetery and Hemingway's house is visible from the Cemetery.

Flood said the most common question they get is where Hemingway is buried and where is his house.

COMMISSIONERS' COMMENTS:

- The southern part of Tenth Street (south boundary of the Cemetery) appears to be an acceptable area for vacation.
- Ketchum needs to keep the drop-off end of Walnut for drainage, but the Cemetery District can have the finger that sticks out. Commissioners discussed how the property line should go from the vacated sliver of Tenth Street to the vacated finger of Walnut Avenue and across the end of Walnut Avenue. The exact area for vacation will be confirmed at a future meeting and the applicant will need to make a proposal with lines on a proposed plat to illustrate the areas.
- The proposed vacation area of the alley in Block 94 to the Cemetery District if the City includes a portion of the trail and does not appear to be of key importance to the Cemetery. City may want to keep that portion, except for the west end of the alley that is already maintained by the Cemetery.
- The relocated trail section across Lot 3 and 4 would be steep and would likely have switchbacks.
- The Commissioners discussed vacating the entire north Tenth Street (north segment, in pink on Exhibit G) to the Cemetery District. If the entire Tenth Street can't legally be vacated to the Cemetery District, the bottom half could be vacated to the Cemetery District. Staff suggested that the applicants propose the areas more specifically and revise the plan, using topographic line that better reflect the true areas that would lend themselves to the cemetery.
- Would Ketchum want to participate in connecting the trail and outlook with the existing trail system? Dogs are not currently allowed on the Cemetery grounds. If there's a trail easement, the easement language needs to be very clear to allow dogs in certain parts of the cemetery.
- Would Ketchum be interested in transferring ownership of the two pieces of property that are currently leased to the Cemetery District? It can't be developed within the confines of the Mountain Overlay. Are burial plots allowed on the leased property? The Commission needs to discuss the Cemetery's Master Plan, the two Ketchum-owned lots and how they work with the larger section of Tenth Street, the natural burial ground area, and Ketchum's Hillside Ordinance. Would it be better to vacate the lower half of Tenth Street to the Cemetery District, and keep the upper half of Tenth Street connected to Ketchum's two lots? The Mountain Overlay controls the natural burial ground area, but the Master Plan doesn't make that clear, nor is usage of the "natural burial ground" clear. Applicant should come back with a revised master plan so that it is clear what is meant by the uses permitted through the lease agreement.
- Lots 7 and 8 of Block 94, with half of the vacated alley and 30 feet of vacated Tenth Street, could be a contiguous parcel under City ownership and control and leased by the Cemetery. This could make the lookout accessible to people with disabilities.
- The Commission would like to know how Kinderhorn neighbors feel about the vacation.
- The City and Cemetery District should have joint planning responsibilities to be mutually beneficial.
- P&Z asked staff to evaluate the Mountain Overlay as it might apply to the area.

Commissioner Steve Cook moved to continue the Ketchum Cemetery District petition to vacate City right-of-ways to February 10, 2014. Motion seconded by Commissioner Michael Doty, and passed unanimously.

4. CONSIDERATION upon a Pre-Application Design Review submittal by Mountain Rides and the City of Ketchum for a proposed “transit hub” project at the intersection of East Sun Valley Road and East Avenue North. The conceptual project design includes sidewalk and street improvements, bus parking areas and transit shelters.

Also Present: Ketchum CED Director Lisa Horowitz

Ketchum Senior Planner Rebecca Bundy said this is pre-application and an opportunity for the Commissioners to exchange ideas and give direction to the applicant on their design concept.

The 2004 Ketchum Parking Master Plan calls for improvements to downtown transit service that will increase pedestrian use and decrease vehicular-pedestrian conflict. These concepts are reinforced in the 2006 Downtown Master Plan. Mountain Rides and City staff have been exploring options for a downtown transportation hub for several years. In December 2011, Mountain Rides received a \$200,000 U.S. Department of Transportation Grant for a downtown Ketchum Intermodal Center and \$112,000 Federal Transportation Administration grant for a passenger waiting area. Ketchum and Mountain Rides began to seriously plan the transit hub.

A stakeholder committee hosted a series of public workshops to look at designs and locations, and chose the bus stops currently located at the Visitors Center and the Elephant’s Perch as the hub location. Mountain Rides and the City of Ketchum issued a Request for Qualifications for Design and Engineering Services for the transportation facility, and selected Eggers & Associates as the design team.

Designs for the bus shelters have not yet been submitted, so staff doesn’t know if they would be considered structures. Structures would have to meet Ketchum’s requirements for civic buildings, and fall under design regulations including streetscape amenities, bicycle parking, etc.

WRITTEN PUBLIC COMMENTS:

- Suzanne Walsh wrote a letter to the editor about bicyclists’ safety at the bulb-outs.
- Email from Bing Olbun expressed his concerns for bicyclists’ safety, the degree to which the bulb-outs extend into the street and the loss of parking.
- Email from Vincent Sisilly expressing his opinion that East Avenue would be a better location because there was too much traffic on Sun Valley Road.

APPLICANT:

Mountain Rides Executive Director Jason Miller said the hub represents three years of planning, public outreach and community input. The hub presents better opportunity for transfers and interconnected routes, a safer environment for pedestrians, and a central point that can help drive ridership and increase usage of the transit system. The location is a central point for the community and connection to Town Square and pedestrian amenities.

The hub is a partnership of the Ketchum Urban Renewal Agency, the City of Ketchum, Mountain Rides and the Ketchum Arts Commission. The Federal Transit Administration, which provided \$312,000 in funding, recently visited Ketchum and is enthusiastic about the project. The neighboring building owners and tenants have been involved, and Mr. Miller reported that they are positive.

DESIGN TEAM:

*Present: Kurt Eggers
Dale Bates
Trina Peters, Ketchum Arts Commission liaison
Lisa Horowitz*

Kurt Eggers presented a PowerPoint history of designing the project area, which includes the block of the Visitors Center on the north, the block of the Elephant's Perch on the south, and about 20 feet of East Avenue in both directions from the intersection. The design process included City Planning staff; the Ketchum Street, Police, Fire and Parks and Rec departments; Mountain Rides staff and Board members. Seattle-based public works artist and urban planner Jack Mackie joined in to integrate art into the overall design of the hub.

East Avenue is a 100-foot right-of-way, with parking in the middle of the street.

Design challenges included street trees on the curb in front of both the Visitors Center and Elephant's Perch, and busy traffic at that intersection. The team put in corner bulb-outs to decrease the distance between curbs and the time the pedestrian is actually in the street. The bulb-outs also put vehicles closer together, affording better eye-to-eye contact with other drivers and the pedestrians. The bulb-outs may be pavers or painted concrete, which will run across the street in both directions, to connect the two diagonal-corner bus stops.

Currently, Mountain Rides routes encourage just a few cross-street transfers. The project will provide space for more buses to line up in both directions, which will increase transfers.

Sun Valley Road isn't the primary bike route and does not have a bike lane, but some bicyclists always take the direct route. The bulb-outs are two feet back from travel lanes and will have flat curbs, so bicycles are not squeezed any more than normal on Sun Valley Road. The transit hub area and bulb-outs need to be fully ADA compliant, and easy to push a stroller. The bulb-outs are ringed with bollards (which will be art pieces) that define the area for pedestrians.

The inside turn radius is 40 feet, to accommodate snow plows and sweepers, fire trucks, etc.

The four corners will have streetlights and newspaper racks. There are areas in front of The Perch and The Visitor Center for bike parking. The BikeShare program currently operating in Hailey is expected to be in Ketchum in the near future.

The City will lose one parking space in front of the Visitors Center, three spaces in front of the Elephant's Perch, and two at the end of each of the center parking islands on East Avenue, to allow convergence of the traffic as it gets to the intersection. There are tree islands in the middle of East Avenue on the north and south sides of the intersection.

The design team has met with all business and property owners on all four corners, and have been very well received.

Bus stop shelters are open, with trellis and acrylic sides, because people in Sun Valley typically like to be outside. Shelters will accommodate people sitting and standing. The Perch's bike rental will move to the west side of the store. The landowner will allow an easement for a shelter.

Bulb-outs get the attention of drivers, and put stop signs closer to the driver.

Ketchum is partnering in a countywide Bike/Ped Master Plan, which improves bike flow from Sun Valley Road and Spruce to Fourth Street.

COMMISSION QUESTIONS AND COMMENTS, and DESIGN TEAM RESPONSES:

- The bulb-outs could be problematic for cyclists. Bicycles are rented at Sun Valley and The Perch, and Sun Valley Road is a major thoroughfare. Bulb-outs can probably be smaller and still provide safety for pedestrians.
- Radii appear to be tight for trucks, including fire trucks, delivery trucks, etc. Would it be possible to see what the bulb-outs will look like by putting cones the height of the bollards where the bollards would be, or paint stripes and see if trucks can navigate the intersection? Ketchum enforces a truck route over Saddle Road, but trucks sometimes cannot make the hill.
- American Association of State Highway and Transportation Officials (AASHTO) SU vehicles (such as a UPS truck or snowplow) have a 30ft inside radius. The hub design has a 28ft radius.
- Commissioner Jeff Lamoureux said the hub, if it works efficiently, will more than offset the loss of parking spaces. He suggested removing the rest of the parking in front of Helm Station and in front of the jewelry store to open things up and create more circulation space. Commissioner Steve Cook agreed it was worth considering. Commissioner Rich Fabiano said the City had to consider a parking structure if it continued to remove parking spaces.
- During busy times, Sun Valley Road will queue up back to the church. Eggers will ask traffic engineer Ryan Hales to take a close look at the intersection.
- Don't overlight the bulbouts, either with the bollards or the street lights.
- Consideration must be given to maintenance of the bulbouts and any other features associated with the hub.

5. CONSENT AGENDA

A. Findings of Fact: Connorriley – Townhouse Subdivision Preliminary Plat

B. Approval of Minutes: December 6, 2013 P&Z and CC Joint Meeting, December 9, 2013 and December 20, 2013 P&Z meetings.

Commissioner Steve Cook moved to approve the Consent Agendas for January 27, 2014, with the minutes of December 9, 2013 as amended. Motion seconded by Commissioner Michael Doty, and passed unanimously.

6. COMMENTS ON CITY COUNCIL MEETING

- The Council is discussing revising the Urban Renewal Agency bylaws.
- Council approved 60% level design of The River Park at Sun Peak.

7. COMMISSIONERS COMMENTS

- Antennae on the Mercantile Building – Antennae met requirements and were approved.
- The truck route on Saddle Road is problematic. Trucks get stuck going up Saddle Road and slide coming down.
- Clear Creek truck parks in front of Starbucks and idles for 20 minutes while the collector picks up garbage.

- Chairman Deborah Burns and Vice Chairman Rich Fabiano met with the new mayor and discussed the need for a Code Enforcement Officer, additional Planning staff member and better communication between P&Z and Council.

8. ADJOURNMENT

Commissioner Rich Fabiano moved to adjourn the meeting at 8:18pm. Commissioner Michael Doty seconded the motion, and it passed unanimously.


Vice-Chairperson Richard Fabiano

CC: City Council