

PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING

April 24, 2018

CALL TO ORDER

The Chairperson called the meeting to order at 5:35 p.m. with Commissioners Falk and Liske, Councilor Hunter, Mayor Clark, and Chairperson Canright in attendance. Commissioners Emilson and Nelson were absent.

PUBLIC HEARINGS

1. Application for Conditional Use Permit; Location: Trail Town Condominiums, Building B; Address: 150 Palomino Trail; Zone: General Commercial (GC); Applicant: Robert Kaiser; Owner: Strength LLC

Staff Report dated April 24, 2018 presenting background, analysis and staff recommendation prepared by the Town Planner.

Town Planner Coburn presented an application for a conditional use permit for a jeep rental business. She explained the business is located off Hunter Parkway. Hunter Parkway is part of the GC District that encompasses lands along the river and Highways 550 and 62. A conditional use permit is needed for all automobile and other vehicle sales or service establishments. She reviewed the criteria and noted a number of neighboring businesses have expressed support of a jeep rental enterprise because it is complementary to their existing establishments.

Applicant Robert Kaiser said the rental jeeps are new vehicles, will bring a lot of tourists and the commerce will benefit the Town.

The Chairperson opened the hearing for public comment.

Resident Tom McKenney said "I think it will be a creative addition to the Town."

The Chairperson closed the hearing for public comment.

ACTION:

Councilor Hunter moved to approve the Application for Conditional Use Permit for the Trail Town Condominiums, Building B; Applicant Robert Kaiser and Owners Strength LLC, with the one condition in the Staff Report dated April 24, 2018. Mayor Clark seconded the motion, and it carried unanimously.

2. Application for Deviation from Single-Family Home Design Standards; Location: Block 22, Lot 5; Address: To-be-determined Sherman Street, Zone: Downtown Services; Applicant: Will McGown; Owner: Will and Eugenia McGown.

Staff Report dated April 24, 2018 presenting background, analysis and staff recommendation prepared by the Town Planner.

The Town Planner presented an application for deviation from single-family home design standards due to the narrow size of the lot. She noted the architectural drawings submitted for the proposed home to be constructed on Sherman Street west of Laura Street, show compensating features and architectural variations to make it harmonious with the surrounding area. Ms. Coburn further explained an attached 7' X 32' covered porch and overhang on the second floor will make the building footprint feel larger.

Contractor Clint Estes, representing the Applicant said the lot is a challenging piece of property which made it difficult to design a structure to fit the lot.

The Chairperson opened the hearing for public comment.

Tom McKenney said "I think this is a great project. People want smaller homes and we should support that."

The Chairperson closed the hearing for public comment.

ACTION:

Councilor Hunter moved to approve the Application for Deviation from Single Family Home Design Standards for Block 22, Lot 5. Commissioner Liske seconded the motion, and it carried unanimously.

3. Application for Preliminary Plat for Lena Street Commons; Location: East of Blocks 31 and 32, north of Hartwell Park and Charles Street, east of Lena Street, South of Otto Street, and west of the Library property and Town of Ridgway property at North Railroad Street; Address: 316 North Lena Street; Zone: General Commercial and Historic Business; Applicant: Tate Rogers; Owner: Arthur Travis Spitzer Revocable Trust

Staff Report dated April 24, 2018 presenting background, analysis and staff recommendation prepared by the Town Planner.

Planner Coburn presented an application for preliminary plat for Lena Street Commons which is a 1.63 acre parcel located at and near 316 North Lena Street. The project is proposing 19 dwelling units and 4 commercial units. She reviewed the six public meetings for this project starting with the initial hearing for an informal discussion on August 30, 2016 and ending with the last hearing for preliminary plat held on December 5, 2017 that was continued.

The Planner reviewed the Staff Report dated April 24, 2018 with the Commission noting a number of revisions have been made on the documents received from the applicant since the last hearing and a number of outstanding items still need to be addressed. Updates were made on the preliminary plat map, drainage report, civil plans, architectural drawings; and a Lena Street Paving Summary, phasing plan, renderings, models and materials were added.

The Commission recommended that the applicant purchase a portion of property from the Town at the December 5, 2017 meeting because the proposed easements would place many

restrictions on the property. The proposed purchase would be negotiated with the Town as part of a development agreement benefiting both the Town and the Applicant for practical purposes. Ms. Coburn outlined the easements proposed including a permanent storm drainage easement along the north side of the town property (along Otto Street), a reciprocal utility easement along the southeast side of the property, and an easement on the west side of the property. Planner Coburn added no other property is proposed to be dedicated to the Town.

Town Planner Coburn pointed out additional updated preliminary plat notes as follows: the north-south building setback lines that were removed from the plat map should remain on the map (including a building envelope for Lot A) with appropriate labeling to show that the setbacks and building envelopes have been established. Plat note 19 should change as indicated in the Staff Report so that future builders are aware of the soil condition. Thirty one considerations for the plat notes documented in the Staff Report need to either be changed or removed. Ms. Coburn reviewed items 2, 17, 24, and 30 specifically with the Commission.

The drainage report was updated to show the proposed land purchase and staff is currently working with the applicant to clarify the plans for the water system as noted in the Staff Report. She commented that Staff is still working on the full design of the Lena Street paving with the project development team. The cost will be shared by the Town and Developer, which will be specified in a development agreement and submitted to the Town Council for approval.

Two individually incorporated owners associations that will coordinate certain maintenance responsibilities are proposed for the subdivision. One association will be for the residential parcels and the other will be for the commercial parcels. The proposed documents will be sent to the Town Attorney for review to ensure minimal future conflict and to absolve the Town of unnecessary responsibility or ownership.

The Development Team submitted a phasing plan which will be discussed and approved by Town Council as part of the development agreement. The Planner pointed out 4 considerations to be addressed by the Applicant on page 8 of the Staff Report in order to keep the development agreement moving forward. The items for consideration included: Owner's Association functions as the property is developed, timeline for the development of the Lena/Otto sidewalk and parking area, timeline for Lot F improvements and functionality of the storm drainage system without hard surfacing or full site grading.

Planner Coburn reviewed a list of deviations, conditional uses and variances from the standard zoning regulations with the proposed development, and noted that this project is generally in conformance with the Master Plan, providing increased density near the core of town. These deviations, conditional uses, and variances listed in the Staff Report should be considered with the negotiated development agreement she added. Coburn also commented that rezoning will need to occur before or concurrent with final planning and explained other topics to be covered in the development agreement.

The Town Planner recommended the Planning Commission continue the hearing to allow the Applicant time to make revisions pursuant to the Staff Report dated April 24, 2018. This will provide time for the Applicant to prepare a clean preliminary plat submittal for the next Planning Commission hearing before it is recommended to the Town Council.

Attorney Tom Kennedy, representing the Applicant stated “we are recommending approval of the application with conditions. We just want to get through the Planning Commission’s review process so we can go to the next step...we want to finish the process with the Planning Commission so we can get before the Town Council.”

Chairperson Canright opened the hearing for public comment and there was none.

The Commission further discussed the topics of easements, phasing, cost sharing for Lena Street paving, plat notes 2 and 17 and parking variances with staff and the applicant.

ACTION:

Mayor Clark moved to recommend approval of the Application for Preliminary Plat for Lena Street Commons to the Town Council with the conditions in the Staff Report dated April 24, 2018. The specific conditions are items 1-6 on page 13 of the Staff Report as well as forwarding the Planning Commission’s comments to Town Council that the Planning Commission is generally in favor of the proposed phasing, and the proposed sale of Town property to develop and address engineering needs of the Lena Street paving during the development. Councilor Hunter seconded the motion, and it carried unanimously.

OTHER BUSINESS

4. Update on the Master Plan Process

Ms. Coburn informed the Commission that contracts will be signed soon with Clarion Associates and BBC Research Consulting. The first visit is tentatively scheduled for some time in June.

5. Update on the Downtown Parking Assessment

Diedra Silbert sent an email blast out to the Community asking for photos showing parking concerns. The study area encompasses the downtown area.

6. Ridgway Area Joint Planning Board

The Town Planner announced Tom McKenney has been appointed to Board.

ADJOURNMENT

The meeting adjourned at 8:15 p.m.

Respectfully submitted,

Karen Christian
Deputy Clerk