

PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING

APRIL 25, 2017

CALL TO ORDER

The Chairperson called the meeting to order at 5:30 p.m. with Commissioners Falk and Nelson, Mayor Clark, and Chairperson Canright in attendance. Commissioner Emilson and Councilor Hunter were not present for the roll call. Commissioner Liske was absent.

Councilor Hunter entered the meeting at 5:33 p.m.

Commissioner Emilson entered the meeting 5:38 p.m.

PUBLIC HEARING

1. Application for Deviation to Single Family Home Design Standards; Location: Block 29, Lots 7 & 8; Address (To Be Determined) North Laura Street; Zone: Historic Residential; Applicants: Hilary and Micah Lewkowitz; Owners: Hilary and Micah Lewkowitz.

The Applicants submitted a letter to the Planning Commission dated April 13, 2017, a Warranty Deed for Block 29, Lots 7 & 8, dated June 20, 2016, and a Bill of Sale executed June 20, 2016. The Applicants also submitted a Site Plan dated April 24, 2017 depicting floor plans and elevations for Phase 1 and Phase 2 of the project, and a letter of support dated April 24, 2017 from neighbor Beth Lakin. The Town Planner submitted a Staff Report dated April 25, 2017.

Town Planner, Shay Coburn, presented an application for deviation to single-family home design standards. The applicants are requesting that the garage and accessory dwelling unit (ADU) built in Phase 1 be the primary residence until Phase 2 is built. Ms. Coburn explained the first structure built in Phase 1 would not meet the minimum footprint requirement, nor the majority of the architectural standards. She noted both requirements would be met upon completion of the primary residence, or Phase 2 of the project.

The Commission discussed permitting requirements for accessory dwelling units with staff. Town Manager Coates explained the applicants would be required to adhere to current resident occupancy and landscaping requirements while living in the ADU temporarily.

Applicant Hilary Lewkowitz stated it is easier to build the residence in two phases, and it is understood the second phase must be finished within eighteen months after the completion of the garage and ADU.

The Commission discussed permit compliance and providing flexibility for constructing homes.

Chairperson Canright opened the hearing for public comment.

Tom Mckenney said, "It's a great idea" and suggested the Commission consider revising the single-family home standards to include phasing options for building single-family homes and ADUs.

Lance Sullivan said, "He fully supports the plan."

Chairperson Canright closed the hearing for public comment.

**ACTION:**

Mayor Clark moved to approve the Application for Deviation to Single Family Home Design Standards for Block 29, Lots 7 & 8, for applicants and property owners Hilary and Micah Lewkowitz. The application is approved with the condition that the Building Permit includes the following requirement: the Certificate of Occupancy will be revoked for Phase 1 if construction has not started for Phase 2 within eighteen months after the completion of Phase 1. Councilor Hunter seconded the motion, and it carried with Commissioner Emilson abstaining.

**NEW BUSINESS**

**2. Update on Planning Commissioner Training**

Town Planner Coburn informed the Commission of training events in May and October. The Main Street Board of Directors will have annual training for the Town Council that Commissioners are invited to in May. The American Planning Association (APA), Colorado Chapter will hold an annual conference that includes in depth training for Commissioners. The APA conference will be held in Telluride October 4-6.

The Commission agreed that requesting a specific Planning Commissioner training from DOLA at this time was not necessary, as they will do their best to attend the APA conference in October.

Ms. Coburn will send a draft agenda to the Commission prior to the conference.

**3. Adoption of the Signage and Wayfinding Plan, Amendment 1, as an Element of the Comprehensive Plan**

Assistant Planner, Lu Hauger, presented the following documents for review: Ridgway Main Street & Creative District Signage & Wayfinding Plan dated February 2015, proposed Amendment 1: Existing Signage in Downtown Core, Proposed Signage in Downtown Core, Existing & Proposed Signage Outside Downtown Core, and Proposed Pedestrian Signage, dated December 2016.

The Assistant Planner explained there was proposed Town signage that fell within the Colorado Department of Transportation's highway setbacks. Staff worked with DHM Design from Durango to relocate the proposed signage away from the setbacks. DHM created a

series of maps (Amendment 1) showing proposed placement of informational, pedestrian, vehicular navigation, gateway/entry, and banner pole signage. The proposed signage will be placed on existing utility and light poles to limit the proliferation of extra poles throughout town. Additional kiosks for public postings will be placed throughout town, similar to the kiosk in front of Town Hall.

**ACTION:**

Councilor Hunter moved to adopt the Signage and Wayfinding Plan as amended. Commissioner Nelson seconded the motion which unanimously.

**APPROVAL OF THE MINUTES**

4. Approval of the Minutes from the meeting of February 28, 2017

**ACTION:**

Councilor Hunter moved to approve the minutes from February 28, 2017. Mayor Clark seconded the motion and it carried unanimously.

**ADJOURNMENT**

The meeting adjourned at 6:10 p.m.

Respectfully Submitted,

Karen Christian  
Deputy Clerk