

**TOWN OF WINTER PARK
PLANNING COMMISSION
Tuesday, July 28, 2015**

Minutes

- I. The meeting was called to order at 8:00 am.
- II. Roll Call indicated present: Dick Norman, Jonathon Larson, Susan Keck, Brad Holzwarth, Doug Robbins, Mike Davlin and Cliff Anderson.
- III. Commissioner Robbins moved, and Commissioner Davlin seconded a motion to approve the minutes from June 23, 2015. Motion carried: 7-0.

IV. NEW BUSINESS:

A. Reunion Station Preliminary Plat

Planner Shockey presented the staff report.

Urban Living at Winter Park, LLC is proposing to subdivide Lot 5 into a mixed-use development that will consist of residential lots along Lions Gate Drive and commercial retail/restaurant space along Highway 40. The property is located between Highway 40 and Lions Gate Drive directly north of the post office. There are currently two structures on the property, the small structure is occupied by Local Experience, a shoe store and the larger structure is vacant.

The Planning Commission reviewed a Sketch Plan for the project on December 9, 2014 and approved the plan with the following conditions –

- The driveway should align between the two properties or if the location of the current driveway is an acceptable alternative than a CDOT permit will be required.
- An access easement to the north should be required. A shared parking agreement will need to be developed.
- Reduction in parking is appropriate for this project but a turning template will need to be presented for approval.
- A sidewalk between the streets is acceptable on the south property line versus the north property line. There will need to be a sidewalk installed along Lions Gate Drive for the length of the property.
- Parking should be permitted on Lions Gate Drive if Town Council approves this for the new road design.
- All of the parking can be moved to general parking.
- Review of the proposed five foot setbacks will need to be confirmed with our legal counsel that the Town can permit the reduced setback.
- Fire resistive construction methods will be required by the Winter Park Building Department.
- There is to be a note on the final plat that off-site snow removal might be required.

The applicant is proposing a mixed-use development that will consist of five residential lots along Lions Gate Drive and one commercial retail/restaurant space along Highway 40. The commercial space will consist of approximately 3,472 square feet of indoor space and 2,838 square feet of outdoor

patio. The outdoor patio will include fire pits, a stage for performances, and ample seating buffered by landscaping. The space is designed to be fluid and the uses may change over time.

Chairman Norman then opened the public meeting to anyone in the audience that wanted to comment.

Noel Wilson, owner of Lot B, Griffin Park Subdivision (just north of the property) presented several items to the Commission. She stated the following –

- The legal description for her property shown on the plat is wrong
- She didn't receive the mailing until July 20
- She has not heard any information from the applicants about this project
- The Town currently dumps snow on her property without permission
- She is concerned about the drainage pipe from Lions Gate Drive
- She would be willing to lease snow storage space for this development if the applicants contact her.
- She would like construction fencing to be placed between the properties during construction so her property is not affected.

Cory Seitz and Alan Strobe, applicants for the project then addressed the Commission. They provided an overview of the project and discussed the concerns from Ms. Wilson.

Chairman Norman then closed the public hearing and turned it over to the Commission for discussion. The Commission discussed the following items –

- Parking Reduction – the Commissioners reviewed the proposed parking plan and were satisfied with the plan. They felt alternative transportation methods were available to the future visitors of the commercial site and the residential parking was 100% per the Town Code. The Commissioners did request no-parking signs be installed in front of the garages to ensure adequate room to park around the commercial building. This will be a requirement of final plat.
- Snow Storage – the Commissioners were concerned with the limited amount of storage on-site. They requested a plan be created on how snow would be removed from the site. This will be a requirement of final plat.
- Landscaping – the Commissioners reviewed the proposed landscape plan which includes a reduction of the required number of trees. The Commission was in favor of the reduction but required the applicant increase the size of the evergreen and deciduous trees to create a more mature landscape. The Commission requested staff work with the applicant on the plan.
- Drainage Pipe – the Commissioners discussed the drainage pipe that is shown on the construction plans that transfers water from the old irrigation ditch. There was a misunderstanding about the intention of the pipe. The pipe is being installed because water is still present in the ditch even though irrigation water no longer flows in the ditch. Groundwater and rainwater from upstream of the property still flows down the ditch through the property.

Commissioner Holzwarth moved and Commissioner Davlin seconded to approve the Preliminary Plat for Reunion Station at Winter Park with staff conditions. Motion carried: 7-0.

The Commission took a 10 minute recess at 9:00am to allow the next applicant time to set up for the meeting.

At 9:10am, the Commission meeting resumed. Members of the Design Review Committee joined the Planning Commission to review the next two items.

B. Design Review – Headwaters Environmental and Community Center

Planner Shockey presented the staff report.

The Headwaters Environmental and Community Center is proposed to be constructed on Parcel A, Sitzmark North located on the north end of Winter Park (formerly Sitzmark Campground). Internal circulation and parking is also proposed on the Grand County Water and Sanitation District No. 1 that is located north of the Sitzmark parcel and east of US 40. This proposed facility is designed to serve as a non-profit center that will host a civic, conference, educational and entertainment programs. Educational and interpretive facilities will be constructed within the center and on-site. Interpretive facilities related to environmental education including water conservation will be included within the center and site. Indoor exhibits in conjunction with the existing site components will serve as indoor and outdoor classrooms and educational exhibits.

The program also includes an interior multi-purpose meeting room that can accommodate conferences, educational and entertainment programs. An outdoor terrace is located on the south side of the facility to accommodate a variety of events and programs including Farmer's Market, plays and music programs. A kitchen is programmed to support the center while also serving as a culinary educational venue/classroom. This facility can be utilized by educational institutions and other culinary programs.

As illustrated on the site and landscape plan, a future phase of commercial development is proposed on a parcel located south of the environmental and community center. This commercial use may include a 70 room lodge. A separate application will be prepared and processed for this phase at a future date. Access and parking facilities have been planned to accommodate this future commercial use.

The Design Review component of the proposal is guided by the Town of Winter Park Design Regulations and Guidelines.

Jeff Vogel and Peter Van Dusen, representing the applicant were present. They provided an overview of the project. The Commission discussed many aspects of the project including the use of the plaza, parking for future events, access to Rendezvous and the overall lighting plan for the center.

Commissioner Larson moved and Commissioner Davlin seconded to approve the design review for Headwaters Environmental and Community Center with staff conditions. Motion carried: 7-0.

C. Design Review – Olympia Hotel

Planner Shockey presented the staff report.

Olympia Hotel, which is under new ownership is proposing to remodel their exterior façade. This part of the proposal would identify modifications to the south building only. This building is recognizable from the highway for its brick facing on the east end, and plywood siding on the main wall that looks onto the parking lot. The proposed changes will give this structure a “face lift,” by introducing some new, more rustic materials that are more familiar to mountain buildings, and are prevalent in the Winter Park area. No changes will be made to the interior of this structure, and no new square footage will be added. The brick would be removed and replaced with a moss rock veneer stone that is quarried locally. Barn wood will replace the T-111 siding as well as all the base, frieze and

opening trim boards. While the windows will remain, the guest room entry doors will be replaced with stained wood doors and new card-operated locking devices will be installed.

The greatest change to this building's façade occurs on the north wall, where the bulky roof truss canopy that presently hangs over a walkway is modified for a more shallow- pitched shed roof, supported on one side by a built-up beam and aged timber columns, to shelter incoming guests. The shed roof will have asphalt shingles that match the larger building on the north end of the Olympia property, and the 8x12 timber columns offer a more stout appearance than the spindly 4x4 wood posts currently in place. To improve drainage, the walkway under this new canopy would be poured concrete that is properly sloped towards the parking lot.

The applicant has submitted several drawings that highlight the improvements. The proposed materials and style of the exterior improvements are in compliance with the Town Design Guidelines.

Peter Van Dusen, representing the applicant provided an overview of the project. The Commission discussed the project and requested the dumpster sitting in front of the hotel also be included in the project. The Commission felt the dumpster should be enclosed with the same material being used on the building. Mr. Van Dusen agreed.

Commissioner Davlin moved and Commissioner Anderson seconded to approve the design review for Olympia Hotel with staff conditions and that the dumpster be included in the remodel. Motion carried: 7-0.

V. STAFF UPDATE

➤ None

Upon a previously adopted motion, the meeting was adjourned at 10:10 a.m.