
**RECORD OF PROCEEDINGS
MINUTES OF THE REGULAR MEETING
OF THE PLANNING COMMISSION OF THE TOWN OF FRISCO
MAY 19, 2016**

Planning Commission Chair Skupien called the meeting to order at 5:00 p.m. Roll was called.

Present: Jason Lederer
Melissa Sherburne
Donna Skupien
Andy Stabile
Steve Wahl
Kelsey Withrow

Absent: Brian Birenbach

Minutes: The February 18, 2016, Planning Commission meeting minutes were approved.

Public Comment: No public comments were made.

Commissioner Comments: Commissioners had no comments.

Public Hearing Items:

1. Planning File No. 043-16-DA: A development application request for two proposed residential buildings with two, one-bedroom dwelling units in each building at the Royal Alpine Apartments, located at 170 Wichita Avenue/Lot 8A, Royal Alpine Subdivision & 5 Alpine Drive/ Lot 8D, Royal Alpine Subdivision. Applicant: Dan McCrerey, Royal Alpine LLC, represented by TC3 Architects

Assistant Community Development Director Bill Gibson gave a brief presentation outlining the scope of the development application. There are rental properties currently on the site and the Applicant's proposal included two (2), one bedroom units in each proposed new building, complying with zoning standards. Parking for one of the western units traverses the neighboring property and Staff recommended the easements be formally documented despite the Applicant also owning that property. He noted that the proposed units encroached into the bulkplane and the proposed tandem parking complied with town requirements. One public comment provided before the application was reviewed and Staff recommended approval with conditions.

Questions for staff from the Commission included clarifying why addressing tandem parking was notable and easement requirements; Mr. Gibson also clarified that this application didn't warrant a traffic study.

The Applicant declined to present the application but was available for questions.

A question for the Applicant was posed by one Commissioner requesting clarification about the proposed parking.

No public comments were given.

Commissioner discussion included multiple driveway curb cuts, tandem parking, the bulkplane not encroaching enough to impact the neighbors, and appreciation for long-term rental housing.

MOTION: WITH RESPECT TO **FILE NO. 043-16-DA**, COMMISSIONER SHERBURNE MOVED THAT THE RECOMMENDED FINDINGS SET FORTH IN THE MAY 19, 2016, STAFF REPORT BE MADE AND THAT THE RECOMMENDED ACTION SET FORTH THEREIN BE TAKEN AND THAT THE PLANNING COMMISSION APPROVES THE DEVELOPMENT APPLICATION REQUEST FOR TWO PROPOSED RESIDENTIAL BUILDINGS WITH TWO, ONE-BEDROOM DWELLING UNITS IN EACH BUILDING AT THE ROYAL ALPINE APARTMENTS, LOCATED AT 170 WICHITA AVENUE / LOT 8-A, ROYAL ALPINE SUBDIVISION AND 5 ALPINE DRIVE / LOT 8-D, ROYAL ALPINE SUBDIVISION. COMMISSIONER STABILE SECOND.

VOTE:

BIRENBACH	ABSENT	SKUPIEN	YEA
LEDERER	YEA	SHERBURNE	YEA
WAHL	YEA	STABILE	YEA
WITHROW	YEA		

MOTION CARRIED.

Staff and Commissioner Updates:

- Planning commission chair nomination
 - Melissa Sherburne was nominated as chair; motion carried
 - Andy Stabile was nominated as vice chair; motion carried
- Community Planner Emily Wood is leaving the Town and the Community Development Department is looking for a new planner.
- The June 2nd meeting for a sketch plan application for The Boatyard was tabled to June 9th due to the lack of quorum.
- The Town Attorney will be coming to a future meeting to give legal training to the Commissioners.
- The Unified Development Code (UDC) update is in progress and the citizen resource team continues to meet and will reconvene on June 8th. The Planning Commission will be involved to provide feedback on the UDC update.
- SE Group was selected as the administrator for the Master Trail Plan and we will conduct reviews with agencies, business, and the public for feedback during this project. The kick off meeting will be in June or July with public outreach, and the goal of completion being February.
- Transit Center update: Summit County is completing its master plan process; they are also working on grants and other funding opportunities. Discussion amongst Commissioners followed on the Transit Center design, the Lake Hill project, a potential brewery going next door to the Rio Grande Restaurant, and Natural Grocers.

Adjourn:

- There being no further business, the meeting adjourned at 5:33 p.m.

Respectfully Submitted,

Sarah Hoffman
Community Development Department