



**RECORD OF PROCEEDINGS
MINUTES OF THE REGULAR MEETING
OF THE PLANNING COMMISSION OF THE TOWN OF FRISCO
OCTOBER 6, 2016**

Planning Commission Co-Chair Andy Stabile called the meeting to order at 5:00 p.m. Roll was called.

Present: Brian Birenbach
Donna Skupien
Andy Stabile
Kelsey Withrow

Absent: Jason Lederer
Melissa Sherburne
Steve Wahl

Minutes: The September 1, 2016 Planning Commission meeting minutes were approved.

Public Comment: No public comments were made.

Public Hearing Items:

1. **Planning File 182.16.DA:** A development application for the remodel of an existing dwelling and the construction of three (3) new detached/stand-alone townhomes located at 2 Miners Creek Road / Lot 7, West Frisco 70 Filing 1. Applicant: Harris Properties LLC, represented by Michael Caistor, Architectural Innovators

WITH RESPECT TO PLANNING FILE NO. 182.16.DA, COMMISSIONER BIRENBACH MOVED TO TABLE THE DEVELOPMENT APPLICATION REQUEST FOR THE REMODEL OF AN EXISTING DWELLING AND THE CONSTRUCTION OF THREE (3) NEW DETACHED/STAND-ALONE TOWNHOMES LOCATED AT 2 MINERS CREEK ROAD / LOT 7, WEST FRISCO 70 FILING 1 TO THE OCTOBER 20, 2016 PLANNING COMMISSION MEETING. COMMISSIONER SKUPIEN SECOND.

2. **Planning File 211.16.CU:** A conditional use request to convert existing commercial condominium Unit M into a residential condominium unit which would result in commercial uses within the lot being less than twenty (20) percent of the total floor area. Unit M, 101 Forest Drive/Unit M, Streamside Condominiums. Applicant: Matthew Wade

Planner Katie Kent presented the staff report noting a conditional use was needed for the conversion of commercial to residential space as it resulted in less than twenty percent total floor area, a requirement as a permitted use in the Mixed Use District. The amount of parking spaces complied with Town Code and the Applicant has agreed to meet all Town permitting requirements. No changes were proposed to the exterior of the building and staff recommended approval to the Town Council.

The Applicant briefly presented and noted that with the relocation to the commercial space, they intended to long-term rent their current residential unit to locals. Bath and Body Works Spa would be the remaining commercial space in the building.

There were no public comments.

WITH RESPECT TO **FILE NO. 146-16-DA**, COMMISSIONER BIRENBACH MOVED THAT THE RECOMMENDED FINDINGS SET FORTH IN THE OCTOBER 6, 2016, STAFF REPORT BE MADE AND THAT THE RECOMMENDED CONDITIONS SET FORTH THEREIN BE TAKEN AND THAT THE PLANNING COMMISSION HEREBY RECOMMENDS APPROVAL TO THE TOWN COUNCIL OF A CONDITIONAL USE REQUEST TO CONVERT COMMERCIAL UNIT M TO A RESIDENTIAL USE RESULTING IN COMMERCIAL USES WITHIN THE LOT BEING LESS THAN TWENTY (20) PERCENT OF THE TOTAL FLOOR AREA IN THE MIXED USE ZONE DISTRICT AT 101 FOREST DRIVE, UNIT M / UNIT M, STREAMSIDE CONDOMINIUMS SUBJECT TO CONDITIONS. COMMISSIONER SKUPIEN SECOND.

VOTE:

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

MOTION CARRIED

Staff and Commissioner Updates:

- An overview was given regarding a joint work session held with the Town Council and Planning Commission to discuss the potential code changes to the Central Core. Strategy was discussed in potential changes to the Granite and Galena Overlay setbacks, design standards, etc. Removing the overlay district and instead implementing underlying zoning was discussed as well as streamlining the code to allow some decisions to be made at staff level and Conditional Use requests to end with Planning Commission decision instead of Town Council.
 - A Commissioner inquiry was if other zone districts would be discussed as in depth as the Central Core. Staff noted that the sessions were targeting main areas of concern and not all zone districts would require the same level of attention as they had fewer discrepancies. Purpose statements for each zoning district from the citizen resource teams were reviewed and a lack of consistency in the code with what is required and what is not was evident. Wording clarifications such as ‘standards’ and ‘goals’, and ‘shall’ and ‘should’ in the code needed to be more consistent as well as improving other definitions such as “small town character”. It was helpful for the Commission to know the Town Council’s priorities to help the Town move cohesively forward in decisions regarding the community.
- Town Council had asked the Town of Frisco to host a community-wide conversation to address the upcoming Lake Hill residential project. The Town took a town hall meeting approach to have a more engaging dialogue with citizens and approximately 75 people attended. Overall support for the project was expressed with many good questions.

Adjournment: There being no further business, the meeting was adjourned at 5:28 pm.

Respectfully Submitted,

Sarah Hoffman
Community Development Administration Assistant