



RECORD OF PROCEEDINGS

MINUTES

**Meeting of the Planning Commission for the Town of Frisco
Town Hall, 1 East Main Street
Thursday, February 1, 2018 at 5:00 P.M.**

Call to Order: Andy Stabile, Co-Chair

Roll Call: Brian Birenbach, Jason Lederer, Andy Stabile, Steve Wahl, Kelsey Withrow

Absent: Donna Skupien, Melissa Sherburne

Minutes: Approval of the January 18, 2018 Planning Commission meeting minutes

Public Comment (non-agenda items): There were no public comments

Agenda Items:

1. **Planning File No. 314-17-DA:** A public hearing for the Development Application for the proposed Mattox multi-family residential project, located at 100 Granite Street / Lots 10-12, Block 4, King Solomon Subdivision #2. Applicant: Ronald Mattox represented by Campbell Construction & Engineering

Planner Katie Kent presented, noting the sketch plan review was conducted in August 2017. The only significant change to the proposal was interior renovations for the addition of one bedroom and adequate parking was provided for this change. The project was reviewed in relation to the Frisco Community Plan and Town Code with a remark that the chimney on the south is proposed to exceed the maximum bulkplane limit. Setbacks and height are in compliance but will be verified during construction with ILCs. Lot coverage will be verified a final time prior to building permit submittal. A traffic study was not required though one was provided and staff noted that more specificity was required in the landscape plan.

A Commissioner questioned the staff if the proposed chimney was exactly the same as at the sketch plan review and staff replied affirmative.

Mark Harris, architect on the project, presented explaining that the project had been put on hold and was now ready to proceed. The intent of the architectural design was a mountain feel. Mr. Harris noted the lot coverage was verified and would be en route to staff. The building height was right at thirty-five feet and would most likely be lowered during construction as it related to ground slope.

Commission questions for the Applicant included:

- It appeared that two of the three units were designated a future hot tub space; would the third be allotted one?
- Were there any pre-treatment BMPs established for the infiltration trenches?

- As the lot is zoned to allow four units, what was the reasoning behind the proposal of three units instead of proposing a fourth, potentially deed-restricted unit?
- A roof drainage question was posed.
- If there was a plan in place to handle the snow shed onto the decks and entryways.

There were no public comments.

Commissioner comments included:

- Positive feedback on the project design and though it appears large, when the project is completed the scale should not seem so imposing.
- Okay with the chimney as a bulkplane encroachment.
- Concern with drainage failure was expressed mainly as there was no proposed pre-treatment system to handle sediment, particularly from the alley. Construction phasing would be important to set up the filtration system for success.
 - A Commissioner asked for clarification on this comment if this issue would affect only this site or also neighboring properties.
 - It was further clarified that this type of storm water capture system requires regular maintenance.
- Favor for the building design and materials, making a nice infill. Concern that the lack of possibility for a hot tub for one of the units could impact resale.
- Favor for the project though noting that the roof appears to have drainage issues. Fine with the chimney bulkplane encroachment as it is minimal. Would like to know that the lot coverage calculations and landscaping questions would be addressed before moving forward with the project.
- A question was posed to staff if they had anything to contribute regarding the storm water concerns.

The Applicant, Pete Campbell of Campbell Construction & Engineering, addressed drainage concerns including hearing the concern regarding maintenance of the percolation galleries and suggested that the owner consider writing the maintenance of these systems into the HOA documents. In regards to the roof drainage, careful gutter work and heat tape is needed to address concerns.

Options for potential modification to the motion were discussed and the Commission decided to direct Staff to discuss drainage concerns with the Town Engineer.

WITH RESPECT TO FILE NO. 314-17-DA, COMMISSIONER WAHL MOVED THAT THE RECOMMENDED FINDINGS SET FORTH IN THE FEBRUARY 1, 2018, STAFF REPORT BE MADE AND THAT THE RECOMMENDED ACTION SET FORTH THEREIN BE TAKEN AND THAT THE PLANNING COMMISSION APPROVES THE DEVELOPMENT APPLICATION FOR THE MATTOX 3-PLEX MULTI-FAMILY RESIDENTIAL PROJECT LOCATED AT 100 GRANITE STREET / LOTS 10-12, BLOCK 4, KING SOLOMON SUBDIVISION #2. COMMISSIONER LEDERER SECOND.

Vote:

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

MOTION CARRIED

2. **Planning File No. 002-18-OR:** A public hearing recommending amending Chapter 180 of the Code of Ordinances of the Town of Frisco, concerning the Unified Development Code, by amending subsections 2.2, Summary of Procedures; 2.3.4.F, Simultaneous Processing of Development Applications; 2.5.2.D, Major Site Plan Review Procedures; 2.7.2, Administrative Adjustments; 4.2.4, Procedures for Nominating and Designating Buildings, Properties, and Historic Districts for Historic Preservation; and 6.23.2, Bulk Plane Envelope. Applicant: Town of Frisco

Community Development Assistant Director Bill Gibson noted that additional code items would continue to be heard by the Commission over time and reiterated that this is the first round with a few administrative code amendments. Mr. Gibson noted the two additional amendments proposed since the work session.

Commission questions for staff included:

- Verification that the six month period between a sketch plan and full site plan submittal was manageable for staff.
- If any guidelines were outlined in the code to determine at what point a new sketch plan would be required in relationship to extensive project design changes. Is the current code language sufficient in allowing staff to administratively make this determination or do more restrictive measures need to be put in place?
- Clarification on Section 2.3.4.F, Simultaneous Processing of Development Applications: By the way the code is worded, does it imply that Historic Overlay (HO) rezoning and Development Applications should not be concurrently reviewed as previous applications were?

Public comments included a request to strike the language designating the allowable size of mobile vendors in Section 180-5.2.4.D.10 of the Outdoor Commercial Establishment (OCE) regulations. It was also requested that the Town consider revising regulations regarding the four foot maximum height requirement for side yard fences.

Discussion followed with staff regarding the upcoming comprehensive overview of the OCE regulations.

Public comment continued with a request for reconsideration to strike the afore mentioned sentence from the code. Commissioners discussed the request to amend or delete the size of a mobile vendor and determined that it was not a decision they could make without additional information and they supported the Town moving forward to evaluate and suggest comprehensive changes to the OCE regulations.

A second public comment noted that a handful of business owners opined that the Unified Development Code (UDC) was a good first step though requests were made to look at modifications in the code to enable creative solutions for architecture and land use options. In addition to OCEs; parking, urban design and drainage criteria along with site design and coverage criteria should be reexamined to allow greater flexibility for changing economics, demand, and needs of the community.

Commissioners noted that the UDC was not intended to be a final document and that additional code change hearings, such as this one, were expected.

Public comment continued in regards to workforce housing in that a new approach to snow storage and parking in the Town ROW may be needed along with more permanent solutions for creative and flexible uses of Town ROW to enable more sustainable workforce units.

There were no additional Commission comments.

WITH RESPECT TO PLANNING FILE NO. 002-18-OR, COMMISSIONER BIRENBACH MOVED THAT THE RECOMMENDED FINDINGS SET FORTH IN THE FEBRUARY 1, 2018 STAFF REPORT BE MADE AND THAT THE PLANNING COMMISSION RECOMMENDS APPROVAL TO TOWN COUNCIL OF CODE TEXT AMENDMENTS TO CHAPTER 180 OF THE CODE OF ORDINANCES OF THE TOWN OF FRISCO, CONCERNING THE UNIFIED DEVELOPMENT CODE, BY AMENDING SUBSECTIONS 2.2, SUMMARY OF PROCEDURES; 2.3.4.F, SIMULTANEOUS PROCESSING OF DEVELOPMENT APPLICATIONS; 2.5.2.D, MAJOR SITE PLAN REVIEW PROCEDURES; 2.7.2, ADMINISTRATIVE ADJUSTMENTS; 4.2.4, PROCEDURES FOR NOMINATING AND DESIGNATING BUILDINGS, PROPERTIES, AND HISTORIC DISTRICTS FOR HISTORIC PRESERVATION; AND 6.23.2, BULK PLANE ENVELOPE. COMMISSIONER LEDERER SECOND.

Vote:

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

MOTION CARRIED

3. **Planning File No. 003-18-RS:** A public hearing recommending adoption of the Three Mile Plan of the Town of Frisco pursuant to Colorado Revised Statutes Section 31-12-105(e). Applicant: Town of Frisco

Community Development Assistant Director Bill Gibson recommended approval to forward the updated Three Mile Plan on to Town Council. State Statute requires regular updates to the Three Mile Plan. This update includes reformatting and information updates with no significant policy changes or annexations. Comments from the work session were incorporated including the kid's pond area, North Ten Mile on the other side of I-70, and the Dillon Dam Road area including the Lake Hill project.

Commission questions for staff included:

- Have any potential land exchange conversations with the U.S. Forest Service regarding Mount Royal backcountry tracts and the peninsula been asked for? Acquiring these areas could benefit the town for permitting and land management.
- Question if Lake Hill was being considered to be annexed into the Town as there has been a lot of previous discussion and its addition could benefit Frisco.
- Clarification was requested for the first step to annexation. Staff outlined the annexation process and noted that the Three Mile Plan is an advisory document, similar to a master planning document.

There were no public comments.

There were no final Commission comments.

COMMISSIONER WITHROW MOVED TO RECOMMEND THE ADOPTION OF THE PROPOSED 2018 THREE MILE PLAN OF THE TOWN OF FRISCO TO THE TOWN COUNCIL. COMMISSIONER BIRENBACH SECOND.

Vote:

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

MOTION CARRIED

Staff and Commissioner Updates

- The marina is in a master planning process and a forum for public input is being held on February 8, 2018 from 6-7:30pm at the Day Lodge.
- Granite Street station will be on the February 15th Planning Commission agenda (the project's name change to Vistas on Granite stemmed from a requirement from the County GIS Department)

Adjournment

There being no further business, the meeting adjourned at 5:54 pm.

Respectfully submitted,
Sarah Hoffman
Community Development Department