



RECORD OF PROCEEDINGS

MINUTES

**Meeting of the Planning Commission for the Town of Frisco
Town Hall, 1 East Main Street
Thursday, October 19, 2017 at 5:00 P.M.**

Call to Order: Melissa Sherburne, Chair

Roll Call: Brian Birenbach, Jason Lederer, Melissa Sherburne, Donna Skupien, Andy Stabile, Steve Wahl, Kelsey Withrow

Absent: Brian Birenbach, Jason Lederer

Minutes: Approval of August 17, 2017, September 7, 2017, and September 21, 2017 Planning Commission minutes

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

Agenda Items:

The order of the two agenda items were switched.

1. **Planning File No. 216-17-MAJ:** A sketch plan review of a proposed new Transit Center and associated improvements, located at 1010 Meadow Drive / Lots 1, Summit Stage Transit Center. Applicant: Summit County Board of County Commissioners

Planner Katie Kent presented an overview of the staff report noting that the proposed project includes the demolition of the existing Transit Center building and new site improvements including resurfacing the existing parking lot and constructing a 3,773 sq. ft. floor area, one-story structure containing two (2) rental car counters, ticket and information counter, law enforcement office, and waiting area. The applicant is proposing to keep the existing High Country Conservation Center green houses. At the time of major site plan review, Staff will analyze the project fully for compliance with the Uniform Development Code including, but not limited to: drainage, access, snow storage, refuse management, traffic study, parking, landscaping and outdoor lighting.

Ms. Kent stated that the non-residential development standards for building articulation and ridge design were not met. The Planning Commission was requested to offer feedback on the number of parking spaces provided, proposed building materials, and landscaping. Ms. Kent noted Staff's concerns regarding the lack of a pedestrian parking space for pick-up/drop-off in the shuttle lot. Staff comments and observations as stated in the staff report were reviewed.

Questions for staff included:

- Is the snow storage designated only for the property or does the Town need to utilize it as well?

The Transit Center project manager, Rhonda Bell of Stantec, took the lead in presenting noting that Kate Berg, Summit County Senior Planner and Michael Chin, Summit Stage were also present to answer any questions. Ms. Bell reviewed the background of the project, development highlights, and addressed comments in the staff report.

The master plan and intent behind the design was outlined along with elaboration on circulation and pedestrian access, safety planning, and the creation of a core plaza space for future event use. The architect, Andrea Springer of Stantec, gave an overview of the purpose behind the architecture which emphasized visibility. Ms. Springer and Ms. Bell addressed staff concerns outlined in the staff report including justification for the longer building walls, the shuttle lot configuration and the design of the parking lot. They also expounded upon the plaza location and the desire to keep the proposed building orientation in place to preserve pedestrian flow. It was also noted that the snow storage area also acts as drainage for the entire site.

Tom Gosiorowski, Summit County Public Works Director and Thad Noll, Assistant County Manager, also joined the meeting and were available for questions.

Questions for the applicant included:

- Is there an opportunity to put a few parking spaces in the snow storage area off of Basecamp Drive for pedestrian pick up from the shuttle?
- If they more clearly highlight the access points to the building it may improve the building articulation.
- What will the bus shelters look like?
- Is the bus access route going to be the same as existing?
- How is the proposed drainage improved with the new design?
- Is there any additional information on the potential acquisition of a unit in Frisco Station for the proposed punch-through pedestrian access?
- Is the proposed landscaping going to be natural or turf requiring maintenance?
- Is a security camera system anticipated and if so, how would they be monitored?
- Clarification of the building's operating hours.
- Does the proposed pedestrian spine line up with the intersection?
- Clarification on the function of the solar wall; if it is passive solar or mechanical?
- Bus circulation clarification.
- Is long-term parking currently in demand?
- Clarification if the outside band around the building is proposed to be reflective metal or a beige color.
- Is there a second floor?
- Thoughts on signage and public art to elevate the aesthetic appeal?

There were no public comments.

Final Commissioner comments:

- Desire for parking spots by shuttle, in favor of the pocket parks next to the busses and okay with the location of the plaza. No issue with the number of parking spaces and the snow storage; landscaping was fine. Would like to see some adjustment to the building detailing and articulation.
- Appreciation for all of the work put into the detailed proposal. Landscaping for this site is greatly needed and they could perhaps mimic Basecamp's tall grasses and trees, particularly with the large parking lot. Appreciated that the shuttle area is being moved to reduce confusion on the location and hoped that the patrons would use the building for the shuttle drop-off. Opined the addition of a drop-off parking space in the shuttle area would create circulation problems for those looking to use it and perhaps the addition of more drop-off spaces in the parking lot

would help. Okay with the windows and long wall plane and appreciation for police presence and addition of lighting. Favor for the solar panels and proposed number of parking spaces. Like that the plaza encourages bus patrons to loiter in the terminal area rather than in the neighboring Meadow Creek Park. The proposed corral for the grocery carts is important.

- Appreciation for the long-term parking and the proposed spaces is adequate. Favor for the proposed trees but also concerned with the potential loss of snow storage. Like the look of the building but it is also a little too mirrored. Navigating the shuttle drop-off could be habitually changed to using the station instead of dropping off directly at the location though would like to have at least one ADA parking space closer to the shuttle. This could potentially be a missed opportunity to have a parking structure with apartments on top.
- Okay with the parking in conjunction with bus schedule. Perhaps have some architectural feature, such as a clock tower, to attract visitors know this facility is behind Frisco Station. Signage is important to direct patrons from the parking lot to the facility. A request was made for a change machine, cell phone chargers, and wall clocks.
- A request was made to not make the roof color green. Concerned with the lack of shuttle parking and being realistic about how we use our shuttle service. The plaza may be under-utilized in its current location and would prefer to see it split up on either side of the building. The design is a good start but would like to see a more iconic structure that deviates more from the current building's look.
- Question if the Applicant had considered switching the plaza location with the shuttle parking location.

2. **Planning File No. 076-17-SK:** A sketch plan review of the proposed Deming Peak Townhomes multi-family residential project, located at 116 North 5th Avenue / North half of Lots 13-16, Block 4, Frisco Townsite. Applicant: James Haass

Assistant Community Development Director Bill Gibson presented the staff report noting the neighboring Deming Crossing project and that this new application compliments it. This sketch plan was submitted under the old code and on this iteration the Applicant was not intending to save the cabin. The zoning allowed for three (3) units which the Applicant was proposing and the parking requirements appear to be met. Bulkplane envelope encroachments were present and a proposed media room has the potential to be considered a bedroom; Staff would work with the Applicant to ensure code compliance is met.

Questions for staff included:

- Clarification of the project being considered under the old code as it hadn't been brought to the Commission until after the new one was passed.
- Are there any legal/code considerations of trying to connect the two driveways from the two properties?

The Applicant, James Haas, presented and explained that the cabin was not initially included in this application as he was not pursuing a Historic Overlay District (HO) re-zone at the time of submission; they wanted the project to be reviewed under the old code. There was thought of incorporating the cabin in the upper corner of the property. An extra parking spot was included in the proposal and the bulkplane encroachment was minor.

Questions for the applicant included:

- As the cabin is not currently incorporated into the proposed design, if there are no future plan changes to include it, what would happen to it?
 - The Applicant then presented rough sketch ideas to save the cabin. The Applicant had wanted to make it a studio but couldn't due to size restrictions and thought of obtaining

a Historic Overlay designation for the property to hopefully obtain a waiver for this limitation.

- Driveway questions included how the end parking spaces could turn around and if the Fire District's regulations restricted the possibility of connecting this property's driveway with the adjacent one.

One public comment was given expressing favor for the project and how well it integrates into the neighborhood.

Final Commissioner comments:

- The Commission expressed general favor for the project and the architectural design
- Though the encroachment was minor, a few requests were made for a reduction in the bulkplane encroachment.
- There was an overall desire to save the cabin by incorporating it into the design, perhaps even using it on the second floor.
- A request for a 3D model was made to better understand the proposed design and its context with the neighboring lot.
- Additional comments included roof lines, if the HOA would extend to both properties, and driveway discussion concerning turnaround at the end and if the driveways from both properties could be connected. A suggestion of adding wainscot around the bottom of the building to protect the siding was made.

Staff and Commissioner Updates:

- The regularly scheduled Commission meetings of Nov 2nd and 16th are expected to take place. The December 7th meeting is also anticipated to take place and staff is hoping to be able to cancel the December 21st meeting if possible.
- At the Town Council's last meeting, Council members expressed interest in holding a joint work session with the Planning Commission, tentatively scheduled for December 12th, to discuss the Historic Overlay District (HO) with the goal of outlining better parameters and clarifying the intent of the HO.
- Short term rentals: SCTV will be posting the discussion that was held.
- The Commission asked about a status update on the recently delayed Mary Ruth workforce housing project.
- A reminder about signing up for Nordic Center season passes was given.

Adjournment:

There being no further business, the meeting adjourned at 7:16 pm.

Respectfully submitted,

Sarah Hoffman
Community Development Department