



**PLANNING COMMISSION
STAFF REPORT**

June 6, 2019

AGENDA ITEM: Planning File No. 225-18-MAJ: A Major Site Plan review for a proposed addition to the existing multi-family residential project

LOCATION: 219 Pitkin Street / Lots 22-24, Block 37, Frisco Townsite

ZONING: Residential Low Density (RL) District

APPLICANT & OWNER: Melissa Cummings
4593 Lee Hill Drive
Boulder, CO 80302

ARCHITECT: Ewers Architecture
1420 Washington Avenue
Golden, CO 80401

ENGINEER: Baseline Engineering
1950 Ford Street
Golden, CO 80401

NOTICING: Published in the Summit County Journal: 5/31/2019
Mailed to adjacent property owners: 5/23/2019
Posted at the Post Office: 5/23/2019
Posted at the Site: 5/23/2019

TOWN STAFF: Katie Kent, Planner (970) 668-9131
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PROJECT DESCRIPTION

The applicant, Melissa Cummings, is proposing to construct a 1,723 sq. ft. addition to an existing residential dwelling unit on a property which currently contains three (3) units. The proposed project also entails new siding and windows on all three (3) units.

For a more complete description of this project, please refer to the attached application materials.

BACKGROUND

The property contains an existing attached single-family style structure and a duplex style structure. According to the Summit County Assessor's Office, the structure was constructed in 1976.

The existing three units were approved and built prior to the Town of Frisco adopting the zoning code in 1983. The property is currently a legal non-conforming use and structure with regards to:

- Density
- Lot Coverage
- Setbacks
- Multi-unit dwelling
- Driveway access
- Dimensional standards for three or more units in the RL District

In 2011, staff administratively approved a small project application to permit an accessory apartment to be located within the single-family residence. The accessory unit was never constructed and that approval has expired.

On November 1, 2018 the Planning Commission reviewed the project at sketch plan review. Final comments from Commissioners reflected in the meeting minutes reflect:

- *Supportive of the project but would like to see more green space.*
- *Would like to see the duplex complimentary to the house by breaking up the materials.*
- *Concern over the driveways as proposed. Why do you have to have the three driveways? Would like to see the third reduced to one cut.*
- *Excited over the "rehab" project that desperately needs to happen. Doesn't have a problem with the duplex, there's enough continuity between the structures. The driveway is not a problem. Huge improvement. Love the idea that they want to go net zero. Appreciate all of the applicant's efforts.*
- *Would like to see the duplex more like the single family home and a break in materials.*
- *Look at the North driveway and see if it could be shrunk any more. Less concrete the better. Would like to see if there is another way to eliminate one of the cuts to minimize the potential of getting hit on South 3rd Avenue.*
- *Will want to see where the solar goes and what it will look like.*
- *Anything more the applicant can do to improve the infiltration would be helpful.*
- *Would like to see if client will consider deed-restriction on duplex – no requirement but would go a long way.*
- *Blue color looks good.*
- *Would like to see the duplex elevation broken up, a little too monotonous. Maybe adding a little porch over the entry stair on the duplex could add street appeal and function.*
- *Would be okay with 51% lot coverage if the applicant could reduce a cut.*
- *Would like to see existing vs. remodel renderings at next meeting.*

Below is a vicinity map of the subject property with an aerial photography base layer. The location of the property lines shown on this map vary in accuracy and should only be used for reference purposes. Photographs of the subject property are also included for reference.



Vicinity Map



View looking west at property (Google Earth, August 2008)



View looking west at property (October 12, 2018)



View looking west at property (October 12, 2018)



View looking south at property (October 12, 2018)



View looking north at property (Google Earth, August 2008)

REQUIRED ACTION

Planning Commission: Approval, approval with conditions, or denial of the proposed Major Site Plan application.

ANALYSIS - FRISCO COMMUNITY PLAN

The following elements of the Frisco Community Plan are applicable to the review of the proposed development:

Plan Overview (excerpt)

The Frisco Town Charter requires that the Town's master plan be updated every five years in order to respond to changing times. The 2011 master plan update is titled the 'Frisco Community Plan.' Periodically updating the Frisco master plan is a critical step in the process to maintain a vibrant mountain town, balance the town's reputation as a great destination, ensure a strong yet diverse economic base, and preserve our quality of life. The community realizes intentional planning for the future is necessary to ensure that the Town of Frisco continues to evolve as a resilient community.

Purpose ~ The Frisco Community Plan's purpose is to identify common values and guide direction to connect, sustain and create the future of the Town of Frisco over the next 5 years.

Connect ~ Connections are a core tenet of the Frisco Community Plan; they reflect the way people, organizations and neighbors relate to each other in the Frisco community. Connections help to address needs of the community.

Sustain ~ Everything is interrelated. Sustainability is the fundamental approach of the Frisco Community Plan; it recognizes the social, environmental and economic influences on the community, and aims over the long-term to balance these influences to support community success.

Create ~ Creation of lasting community relationships is an important aspect of the Frisco Community Plan. The plan creates the community's direction for a preferred future of Frisco."

Chapter 2. Community Direction (excerpts)

The Frisco Community embraces itself as a vibrant mountain town, and seeks opportunities to enhance and maintain vibrancy through art and culture, the built environment, community services, energy, the economy, health and well-being, housing, natural resources, recreation and transportation. ~ Community Plan Quality of Life statement

Art & Culture

Frisco is a community that celebrates its history, honors its eclectic influences and promotes artistic and cultural opportunities.

- A&C 1. Preserve and enhance the Town's historic resources.
- **A&C 2. Enhance Frisco as a cohesive community, which includes full-time residents, second homeowners, businesses and visitors.**
- A&C 3. Promote public art.
- A&C 4. Improve existing community programs and/or explore opportunities to develop new effective programs to benefit Frisco.
- A&C 5. Celebrate and highlight Frisco's heritage.

Built Environment

Frisco is a community that encourages land uses and architectural styles to fit its mountain town identity, and strives for development with sustainable design, materials and practices.

- **BE 1. Encourage eclectic and sustainable designs for new construction and redevelopment to enhance the community's character.**
- *BE 2. Ensure the design of Frisco's public spaces, streets and pathways reflect Frisco's mountain town character.*
- *BE 3. Preserve and enhance the Main Street area as the heart of the community.*
- *BE 4. Enhance the Summit Boulevard area as a primary gateway and as a functional and efficient economic center of the town.*
- *BE 5. Promote attractive and safe connections between all areas and sections of the town.*

Housing

Frisco is a community that recognizes the importance of ensuring a variety of housing opportunities are available for people to live and work here.

- **HS 1. Encourage a mixture of housing unit sizes and types within new residential developments.**
- **HS 2. Ensure new housing is compatible with adjacent properties and compliments existing neighborhoods.**
- *HS 3. Provide a variety of affordable housing opportunities, regulations and/or programs that meet the needs of the Frisco residents.*
- *HS 4. Promote and encourage public/private partnerships for the development of affordable housing to achieve the highest quality housing possible.*
- *HS 5. Implement strategies that complement existing housing programs to ensure a diverse community.*

The proposed application appears to further the quality of life statements above in bold. The existing three (3) residential units on the subject property are legal nonconforming units of density. The subject property is located between Pitkin Street and Pitkin Street Alley, along South 3rd Avenue. There is an existing mixture of residential building types, building designs, and dwelling unit densities in this neighborhood. To the north of this site, across Pitkin Street Alley is a duplex. To the east of this site, across South 3rd Avenue is a single-family residence. To the west of this site is a duplex. South of the site, across Pitkin Street, are Ore House Condominiums containing fourteen (14) units. The application appears to be in conformance with the purpose and recommendations of the Frisco Community Plan.

ANALYSIS – RESIDENTIAL LOW (RL) ZONE DISTRICT [§180-3.5]

The requirements of the Residential Low (RL) District are applicable to the review of the proposed project as follows:

Purpose: The purpose of the RL district is as follows:

To promote detached single-household, duplex, and townhouse structures in neighborhoods and community residential areas that are well-sited, and to help preserve neighborhood character, natural amenities, and scenic views.

Maximum Density: The permitted density in the RL District is eight (8) dwelling units per developable acre. The 10,500 sq.ft. property allows two (2) units of density on the property. The property is currently a legal non-conforming building with regards to density. The existing three

units were approved and built prior to the Town of Frisco adopting the zoning code in 1983. There are no proposed changes to the existing density. The application meets this standard.

Minimum Lot Area: The minimum lot area in the RL District is 10,500 sq.ft. The subject lot is 10,500 square feet (0.24 acres) in area. There are no proposed changes to the existing lot area. The application meets this standard.

Minimum Lot Frontage: The minimum lot frontage in the RL District is fifty (50) feet. Lot frontage is defined in the UDC as:

That portion of a lot fronting upon and providing rights of access to a dedicated street. Lot frontage is measured continuously along only one street.

The existing lot takes access from Pitkin Street and South 3rd Avenue. The east property line has 140 feet of frontage along South 3rd Avenue and the north and south property lines have 75 feet of frontage along Pitkin Street and Pitkin Street Alley. There are no proposed changes to the existing lot frontage. The application meets this standard.

Setbacks: The existing single-family residence was constructed approximately six (6) feet from the west property line and six (6) feet from the north property line. This structure is legal nonconforming. The application notes the south property line, Pitkin Street, as the front property line.

The minimum required setbacks and proposed setbacks are as follows:

	Minimum Setback	Existing Setback	Proposed Setback
Front Yard (south)	20 feet	31 feet	27 feet
Side Yard (east)	15 feet	19 feet	15 feet
Side Yard (west)	15 feet	6 feet	9 feet
Rear Yard (north)	10 feet	6 feet	6 feet

The application reduces the existing nonconforming setback in the west yard. The north setback will remain an existing nonconforming setback to the same distance it is today. The south and east setbacks are in compliance with the Frisco Town Code. The proposed addition is in compliance with required setbacks. The application meets this standard.

Lot Coverage: Lot coverage shall not exceed fifty percent (50%) of the total lot area. Existing lot coverage for the property is 54.3%. At the sketch plan review, Staff and Planning Commission requested the removal of a portion of the driveway that connects from Pitkin Street to South 3rd Avenue which would further reduce the lot coverage of the lot and bring the property more into compliance with the Town of Frisco Street Standards. The lot coverage is proposed to be fifty-two percent (52%) with proposed addition and associated improvements. The application notes that although the lot coverage does not meet the required fifty percent (50%), it is a reduction from the existing lot coverage. The application meets this standard.

Maximum Building Height: The maximum building height is thirty (30) feet in the RL District. The application materials note the proposed addition to the single-family residence will be 29.6 feet. Compliance with building height will further be verified through an Improvement Location Certificate (ILC) during construction.

Dimensions: Criteria for development of three (3) or more principal units on a single lot or project site:

- a. *All buildings and structures greater than 20 feet in height must be separated by a minimum of 12 feet, as measured from the edge of the closest wall plane.*

The existing three (3) units do not comply with this standard but are legal nonconforming.

- b. *Any third level must not exceed 60 percent of the Gross Floor Area (GFA) of the story below it.*

The application notes that the third level is proposed at 407 sq. ft. which is twenty-five percent (25%) of the 1,629 sq. ft. story below it. The application meets this criteria.

- c. Each principal dwelling unit must be located in a detached building or duplex structure. Accessory dwelling units are permitted within the same building and in conjunction with a principal dwelling unit.

The existing three (3) units do not comply with this standard but are legal nonconforming. Accessory dwelling units are not proposed with this application.

ANALYSIS – USE STANDARDS [§180-5]

Permitted and Conditional Uses: As illustrated in §180-5.1, “multi-unit dwellings” are not permitted in the RL Zoning District. Townhomes, attached or standalone, are permitted in the RL Zoning District. The three (3) existing dwelling units are a legal nonconforming use. The application is proposing to maintain three (3) dwelling units and not increase the nonconforming use. The application meets this standard.

ANALYSIS - DEVELOPMENT STANDARDS [180-6]

Joint Use Restrictions (§180-6.3.1): The property contains three (3) existing residential units within one structure. All standards for the development are being analyzed using all structures and uses on the property. The application meets this standard.

Buildings Occupying More Than One Lot (§180-6.3.2): This standard does not apply to this application.

Development on Steep Slopes (§180-6.5.1): For all development in areas with steep slopes between 15% and 30%, the net site disturbance shall not exceed 50% of the total area within this range of slopes. This lot does not have steep slopes, so this standard does not apply to this application.

Grading Permit (§180-6.5.2): The developer will be subject to the standards regulating grading permits.

Drainage Plans (§180-6.6): A drainage report and plan has been submitted and reviewed by the Town Engineer and Public Works Department. Bill Linfield, Frisco Town Engineer has stated that the concept in the drainage plan and report is in line with what has been done in other locations throughout Frisco. Mr. Linfield originally expressed concern that the applicant's engineer used the existing topographic study by Range West for his design which is from 2012 and specifically notes no current field work was done. This means it does not include the existing alley improvements that were made to the south by the adjacent project, including a

pan down the alley and a pan across the alley at South 2nd Avenue. The applicant addressed this concern and Mr. Linfield finds the drainage plan acceptable although suggests that the applicant work with Public Works to establish a swale along both streets to insure the site does drain properly and reaches the nearby drywell. This would include grading work by the Town along the roadway and may require a small swale across the driveways. Public Works has requested a special condition requiring that the applicant shall work with Public Works to establish a swale along both streets to insure the site does drain properly and reaches the nearby drywell. Staff recommends the Planning Commission impose a condition that the applicant shall satisfy the review comments of the Frisco Public Works. With the proposed condition, the application meets this standard.

Water Quality Protection (§180-6.7): These standards are intended to maintain natural buffers, protect riparian habitat and the visual appearance of the Town's waterways, lakeshores, and wetlands. This standard does not apply to this application.

Air Quality Protection (§180-6.8): There are no solid fuel (wood) burning fireplaces or appliances proposed with this project. This standard does not apply to this application.

Road Construction and Maintenance Standards (§180-6.9): No new public or private roads are proposed in association with the project. This standard does not apply to this application.

Stream Crossings by Roads and Utilities (§180-6.10): The application does not involve a stream crossing. This standard does not apply to this application.

Access (§180-6.11): All vehicle access shall comply with the standards set forth in Chapter 155, Minimum Street Design and Access Criteria. Where development abuts a Town road, location of access points to the road must be approved by the Frisco Public Works Director. Multi-family projects shall have a driveway width of nine (9) feet minimum and sixteen (16) feet maximum. The property contains a total of three (3) existing access points with one (1) off Pitkin Street and two (2) off South 3rd Avenue. One existing access off South 3rd Avenue is nonconforming with the Town of Frisco Street Standards as it exceeds the maximum width of a driveway. The other access off South 3rd Avenue is nonconforming with the Town of Frisco Street Standards with regards to minimum distance to a street intersection.

The application proposes to remove a section of the driveway access connecting to South 3rd Avenue per request of Planning Commission and Town Staff at sketch plan review. An additional existing access off South 3rd Avenue is proposed to be reduced in width and have two (2) accesses within 4.5 feet of each other. Chapter 155, Minimum Street Design and Access Criteria, states that no two driveways connecting to a public or private street, alley or highway shall be within thirty (30) feet of one another measured from edge of driveway to edge of driveway within the town Right-of-Way. A waiver has been granted from Public Works, dated April 17, 2019, to permit the proposed 4.5 foot separation.

With the approval of the waiver request dated April 17, 2019, the application meets this standard.

Traffic Study (§180-6.12): The proposed project is not classified as a large project, so a traffic study is not required. This standard does not apply to the application.

Refuse Management (§180-6.17): All commercial, mixed-use and multi-family residential development projects shall provide adequate space for the collection and storage of refuse and

recyclable materials. Dumpsters are required for commercial and mixed-uses projects but not multi-family projects. The applicant is proposing independent totes for each unit.

The application includes correspondence from Waste Management stating:

After nearly two weeks of service, there have been no issues with excess trash. The driver and I have concluded that the 1 time a week service on both bins is enough for the location.

Keep in mind, growth to the business may change this, so this level may not be enough for the longevity of the account. You can always add and remove service days as you see fit to keep the property looking clean. For the time being, you should not need to do this.

The application meets this standard.

Nuisances (performance standards) (§180-6.20): The developer will be subject to the nuisance standards prescribed by this section.

Bulk Standards (§180-6.23): The application does not show new bulk plane encroachments on the submitted elevation drawings. Any bulk plane encroachments are existing and legal nonconforming. The application meets this standard.

ANALYSIS –RESIDENTIAL DEVELOPMENT STANDARDS [§180-6.22]

6.21.3 Standards:

The following mandatory standards shall be met by all residential development subject to site plan review:

A. Facade Standards

1. Intent

To ensure that the façade design of development is compatible with Frisco’s small mountain town character and provides a human scale to enhance the walking experience in the neighborhood.

The proposed building appears to be compatible with the existing neighborhood and consistent with Frisco’s small mountain town character. The proposed development includes building designs that are unique to this project but that are also reflective of the architectural elements and styling of other buildings in Frisco. The proposed scale, design, proportions, site planning, landscaping, materials and colors are in compliance with the standards of this Unified Development Code. The application meets this standard.

2. Building Elements

All building elevations shall employ varied articulation of wall surfaces, as shown in Figure 6-UU. Each façade shall be articulated through the use of at least four of the following techniques:

- a. Deep eaves or overhangs, at least 24 inches in depth;*
- b. Balconies, porches, or patios;*
- c. Building elements that provide shelter from natural elements;*
- d. Offsets, insets, bays, or other similar architectural features to add a variety of depths to the wall plane;*

- e. *A change in texture or material, provided all exterior wall textures and materials are consistent with the overall architectural style of the building;*
- f. *Variation in roof planes or roof forms, including dormers or gables; or*
- g. *Variation in window sizes and shapes.*

As shown on the submitted elevations and 3-D renderings, the proposed structure is utilizing a minimum of four (4) of the building elements as stated above on the south, west and east facades. Building elements utilized include eaves at least 24 inches in depth, balconies and porches, building elements providing shelter from natural elements, architectural features to add variety of depths to the wall plane, change in texture and material, variation in roof planes and variation in window sizes and shapes. Structural elements have been grouped to provide a balanced façade composition.

Staff notes that the north elevation does not provide the minimum of four (4) elements but is not part of the addition and not required to be brought into conformance at this time. The applicant is proposing window and roof replacement and new siding on the north elevation which bring the entire structure into a balanced composition.

The application meets this standard.

3. Duplicate Building Design Prohibited

- a. *Building designs that duplicate, or are substantially similar in terms of roof pitch, building articulation, materials, colors, and building elements to existing or proposed structures within a 300 foot radius of the property shall not be allowed, with the exception that accessory structures on the same lot or parcel as the primary structure may be similar in design as the primary structure.*

The building design does not duplicate other buildings on the property or within a 300 foot radius of the property. The application meets this standard.

- b. *Where a project contains two or more buildings or units, not identical units, the building design shall provide architectural relief from the duplication of buildings and units by utilizing a variety of windows, decks, balconies, or exterior facade composition.*

The project provides architectural relief from the duplication of units on the property through utilizing a variety of windows, decks and balconies. The proposed units have small differentiations added so they are not mirrored images. The project provides architectural relief from the duplication of units on the property through utilizing a variety of windows, change in exterior materials and decks and balconies. The submitted perspective drawings illustrate all three units on the property. The application meets this standard.

4. Duplex Design

- Duplex structures shall be designed to look like a single-household structure to the extent architecturally feasible. The design shall not result in each half of the structure appearing substantially similar or a mirror image in design.*

A duplex structure is not proposed. This standard does not apply to this application.

B. Bulk Plane Standards

See Section 6.23 for bulk plane requirements.

The application does not show new bulk plane encroachments on the submitted elevation drawings. Any bulk plane encroachments are existing and legal nonconforming. The application meets this standard.

C. Roof Standards

1. Intent

To ensure that roof elements are compatible with or complementary to existing historic or contributing buildings in the area and to encourage visibly pitched roofs or roof elements and the use of dormers and breaks in ridgelines.

The roof elements are of an architectural design which complement historic roofs in the area. The applicant is proposing a variety of pitched roofs and breaks in ridgelines. The proposed pitched roofs are 2.5:12 and 3:12. The application meets this standard.

2. Roof Pitch

- a. Pitched roofs, or flat roofs augmented with pitched roof elements, are required.*
- b. A minimum roof pitch of 6/12 is encouraged.*
- c. Mansard roofs are prohibited.*

The proposed addition contains 2.5:12 and 3:12 roof pitches with a variety of breaks in ridgelines. The existing roof to remain over the two units is a 5:12 pitch. There are no proposed mansard roofs. The application meets this standard.

3. Roof Design

Roof lines shall be designed in a manner where they do not substantially deposit snow onto required parking areas, sidewalks, trash storage areas, stairways, decks, balconies or entryways.

The proposed roof forms generally deposit snow away from parking areas, sidewalks, trash storage areas, stairways, decks, balconies, and entryways. The need for snow guards, snow clips, snow fences, and other similar rooftop snow retention is evaluated by the Town of Frisco Building Department as part of the building permit application review process. The application meets this standard.

4. Roof Materials

- a. If metal roofs are used they shall be surfaced with a low gloss finish, matte finish, or other finish proven to fade and not be reflective.*
- b. Metal roofs, asphalt and fiberglass shingles are permitted provided that they heavy material that provides substantial relief and shadow, and the design and color are compatible with the building.*
- c. Historic buildings, as noted in the Town's Historic Resource Inventory, may use rolled asphalt roofing materials.*
- d. Bright colored roofs that exceed a chroma of four on the Munsell Color chart are prohibited.*

As shown on the exterior finish material board, the roof is proposed to be an asphalt shingle roof of estate gray color. The application meets this standard.

D. Building Material Standards

1. Intent

To ensure that building materials are compatible and complementary to existing historic and contributing buildings in the area, using a combination of mainly natural materials.

The proposed exterior materials include stone veneer, fiber cement siding and panels, metal siding, wood framing and an asphalt roof. These materials are compatible and complementary to other structures in the neighborhood and throughout Frisco. Staff is seeking Planning Commission feedback on the proposed exterior finishes and transitions between materials. If the Planning Commission finds that the application meets the intent of Building Material Standards, the application is consistent with the intent of this section.

2. Primary Materials

- a. Building materials shall be predominantly natural, including but not limited to, wood siding, wood shakes, logs, stone, brick, or other similar materials.*
- b. Other materials that imitate natural materials are also acceptable provided their texture, shape, and size are substantially similar to the natural materials they are imitating, and are not obviously artificial materials.*
- c. Stucco or steel are acceptable materials when used in combination with other acceptable materials*

The proposed stone veneer, fiber cement siding and panels, metal siding, wood framing and asphalt roof have proven durable and are not obviously artificial. Metal is proposed for siding is permitted as long as combined with acceptable materials and of a matte finish. The proposed materials have been approved for other residential projects in Frisco. The application meets this standard.

3. Specific Material Standards

- a. Concrete Block*
Concrete block shall not be allowed as the primary or extensive exterior finish. When used as an accent, concrete block shall be a split block, or other similarly shaped, textured, and colored materials that are found to be compatible with the building and the purpose of this section.
- b. Metal*
Metal shall have a matte finish or a finish proven to fade and not be reflective.
- c. Glass*
The use of mirrored or reflective glass is prohibited unless required for compliance with the voluntary green building program as administered by the Town's Building Official.

The application notes metal proposed for the portions of siding. The applicant has stated that metal will be of a matte finish. No reflective or mirrored glass is proposed. The application meets this standard.

4. Variety of Materials on All Building Elevations

- a. There shall be a variety of quality and type of exterior materials, and their application shall be generally in balance and proportional on all elevations of the building.*

- b. Materials that wrap around the building, such as a durable material at the base of the structure, shall continue around projecting outside exterior corners and end at recessed inside exterior corners.*

At the sketch plan meeting, Planning Commissioners requested the applicant provide existing and proposed renderings. These have been submitted by the applicant and are provided for in the plan set. The proposed exterior materials include stone veneer, fiber cement siding and panels, metal siding, wood framing and an asphalt roof. A colors and material board has been submitted which will be at the Planning Commission meeting on June 6th. Staff is seeking Planning Commission feedback on the transitions of materials proposed. If the Planning Commission finds that the application meets the intent of Building Material Standards, the application meets this standard.

5. Accessory Structures

The same or similar building materials shall be used on main structures and any accessory structures located on the same site, unless an alternative material can be provided that will complement the project and which meets the other standards of this section.

There are no accessory structures proposed in conjunction with the proposed addition. This standard does not apply to this application.

6. Building Additions

Additions that are 50 percent or less of the existing building floor area, or exterior remodels or renovations, may be allowed to complement the existing structure, even if the building does not currently meet the material standards of this section.

The proposed 1,765 sq. ft. addition is approximately forty-one (41) percent of the existing 4,271 sq. ft. floor area. Exterior renovations are allowed to complement the existing structure, even if the building does not currently meet the materials standards of this section. The application proposes to provide new exterior finish to the entire structure even though not required. The application meets this standard.

E. Building Colors

1. Intent

To promote building colors compatible with the site and surrounding buildings.

At the sketch plan meeting, Planning Commissioners expressed support for the proposed colors. The proposed exterior colors are of earth tones with blue accents that are compatible with the site and surrounding buildings. The application meets the intent of this section.

2. Maximum Color Chroma

No color may be used as the primary color of the building that exceeds a chroma of four on the Munsell Color chart. Pure white or black may not be utilized as the primary building color.

The proposed "secure blue" is a chroma of six on the Munsell Color chart. Staff is seeking Planning Commission feedback on if they consider the blue color being utilized a primary color or as an accent color. If the Planning Commission finds that the proposed blue color is not a primary color, the application meets this standard.

3. *Exception for Building Accents*

Colors that exceed a chroma of four, but that do not exceed a chroma of eight on the Munsell Color chart may be used only sparingly as accents, such as on trim or railings. Luminescent, fluorescent, or reflective colors shall not be utilized on any exterior portion of the building.

The proposed “secure blue” is a chroma of six on the Munsell Color chart. Staff is seeking Planning Commission feedback on if they consider the blue color being utilized sparingly as an accent. If the Planning Commission finds that the proposed blue color is an accent color, the application meets this standard.

F. Garage Standards

1. *Intent*

To promote an active and visually interesting streetscape that is not dominated by garage doors.

The proposed garage doors are accessed from the front and side property line. The four garage doors do not dominate the streetscape. The application meets this standard.

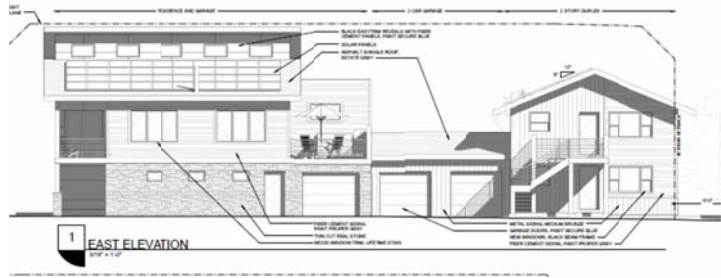
2. *Garage Door Location*

Street-facing garage doors shall be recessed behind the front façade of the dwelling and shall not comprise the majority of the street-facing building frontage, unless of a custom style broken up with windows or other features.

Three garage doors are recessed behind the front façade of the dwelling. The third garage door is not recessed behind the front façade but is in an existing location.



Existing east façade



Proposed east facade

The application meets this standard.

ANALYSIS – PARKING AND LOADING [180-6.13]

Purpose: The intent of the parking and loading regulations is to require parking be provided relative to the impacts created and proposed by new development, while promoting a pedestrian oriented commercial and downtown area.

On-Premise Parking Requirements (§180-6.13.3.B): The parking requirements for multi-family residential uses are one (1) parking space per bedroom with a maximum requirement of four (4) spaces for any single unit. Parking requirements are as follows:

STRUCTURE	# BEDROOM	PARKING SPACES REQUIRED	PARKING SPACES PROVIDED
Single-Family Residence	4	4	4
Lower Duplex Unit	2	2	2
Upper Duplex Unit	2	2	2
Total		8	8

Eight (8) parking spaces are required for the project. The application notes that each duplex unit will have a garage parking space and an unenclosed tandem parking space in the driveway behind it. The single-family residence will have three (3) garage parking spaces and one (1) unenclosed parking space in the driveway. Parking spaces for different residential units may not be stacked. Proposed number of parking spaces are in compliance with the Frisco Unified Development Code.

The application meets this standard.

Visitor Parking: Visitor parking is required for multi-family residential developments at a rate of one (1) parking space for every five (5) units. Visitor parking is not required for the proposed three unit building. This standard is not applicable to the application.

Tandem Parking (§180-6.13.4): For multi-family residential projects, two (2) spaces stacked (tandem) spaces may be permitted if Planning Commission finds that the layout of the parking is functional and, at a minimum, finds two (2) out of the following four (4) criteria are met:

- i. That some of the spaces could be used as potential visitor parking space; and/or,*
- ii. That, given the layout and design of the building, adequate storage space is provided for the residents so that it is not anticipated the parking space(s) will be needed predominately for storage; and/or,*
- iii. That the architecture of the building façade which faces or accesses the parking spaces avoids a canyon effect, such that movement is provided in the building design; and/or,*
- iv. That an adequate turning radius area is provided with the parking layout to allow for turning and backing into or out of the tandem parking spaces.*

The applicant is proposing tandem parking. The application notes that proposed tandem spaces meet the following criteria:

- i. That some of the spaces could be used as potential visitor parking space;*
Whereas visitor parking is not required for this project, any of the exterior parking spaces (total of 3, one for each unit) could be used as potential visitor parking.
- ii. That, given the layout and design of the building, adequate storage space is provided for the residents so that it is not anticipated the parking space(s) will be needed predominately for storage;*
There is adequate storage space as the rental unit garages are 24' deep to provide for storage in front of the vehicle and the residence garage as storage space in front of the south access garage door and an additional exterior storage space.
- iii. That the architecture of the building façade which faces or accesses the parking spaces avoids a canyon effect, such that movement is provided in the building design;*

The height of the different portions of the building are stepped and the width of the double garage prevent the canyon effect.

If the Planning Commission finds that the application meets the requirements for tandem parking, the application meets this standard.

Bicycle Parking: (§180-6.13.4, §180-6.21.3.J.2): All commercial and mixed-use development shall provide bicycle racks, in an appropriate location, with bicycle stalls in the amount of not less than 20 percent of the total number of parking spaces required for the project. This is not a commercial or mixed-use development. This standard does not apply to this application.

Accessible Parking (§180-6.13.3.H): All facilities, commercial and multi-family projects with seven (7) attached units or more must provide accessible parking. The application proposes three (3) dwelling units, so this standard does not apply to this application.

Parking Standards and Criteria (§180-6.13.6): Required parking spaces shall be a minimum of 9 feet by 18.5 feet in size. The application meets this standard.

Snow Storage Areas (§180-6.13.6.E.): One-hundred (100) square feet of snow storage is for every 350 square feet of paving. Snow storage areas shall be located adjacent to the applicable paved areas and shall be a minimum of 8 feet in depth. As noted on the site plan, 1,617 sq. ft. of paving is proposed requiring 462 sq. ft. of snow storage. 501 sq. ft. of snow storage is provided. Snow storage is shown a minimum of eight (8) feet in depth. The application meets this standard.

ANALYSIS – LANDSCAPING AND REVEGETATION [6-14]

Landscaping Requirements by Project Type: This proposal is subject to the landscaping requirements for a residential development.

Required Vegetation: In residential developments, for every 875 square feet of project lot area or fraction thereof, a minimum of one (1) tree must be planted on the site and one (1) shrub shall be required for every 1,500 square feet of lot area. With a lot size of 10,500 square feet, this formula requires twelve (12) trees and seven (7) shrubs. The landscape plan shows ten (10) existing Lodge Pole Pine, five (5) Aspen trees and two (2) Thinleaf Alder for a total of seventeen (17) trees. The application proposes to plant Arctostaphylos Uva-Urse Kinnikinnick and Juniperous Sabina Buffalo for a total of nine (9) shrubs. The application meets this standard.

Plant Sizes: Plant materials used to satisfy the landscaping requirements of this chapter must meet minimum size requirements. Deciduous trees planted to meet these requirements must be a minimum of 50% three (3) inch minimum diameter and 50% two (2) inch minimum diameter. Coniferous trees shall have twenty-five percent (25%) ten-foot minimum height, twenty-five percent (25%) eight-foot minimum height and fifty percent (50%) six-foot minimum height. The application meets this standard.

Species Diversity: To prevent uniformity and insect or disease susceptibility, species diversity is required and extensive monocultures of trees are prohibited. A total of twelve (12) trees are required for this development site. When 10 to 19 trees are required, the maximum percentage of any one species shall not exceed 45% (45% of 12 equals a maximum of five trees of any one species). The application is proposing three (3) tree species to meet this requirement. The application meets this standard.

Water Conservation: All landscaping plans should be designed to incorporate water conservation materials and techniques. Sod lawn areas shall not exceed 10% of the site. The application does not include any proposed sod lawn areas. The application meets this standard.

Revegetation of Disturbed Land: All areas disturbed by grading or construction, not being formally landscaped, shall be revegetated. The Landscape Plan has noted that areas to be revegetated will have the soil amended as needed and be seeded and mulched to prevent erosion. The application meets this standard.

Credit for Preservation of Existing Trees: The applicant is preserving ten existing lodge pole pines on the site. The application meets this standard.

Protection of Existing Vegetation: The landscape plan notes that existing trees to remain which are near work areas shall be protected with a four foot tall visibility fence. The application meets this standard.

Irrigation System Requirements: Landscape plantings must be properly irrigated during periods of time necessary to establish and maintain the landscape in good health and condition. It is encouraged that temporary, above ground piping and heads or hand watering be used for plants during their establishment period to promote water conservation once the plant has been established. The proposed landscape plan notes that all new vegetation shall be hand watered for one growing season to establish. The application meets this standard.

ANALYSIS – OUTDOOR LIGHTING [180-6.16]

Exterior Fixtures: Exterior light fixtures on multi-family properties shall conform with the Illuminating Engineer Society of North America (IESNA) criteria for full cut-off fixtures, that is, no significant amount of the fixture's total output may be emitted above a vertical cutoff angle of 90 degrees. Any structural part of the fixture providing this cutoff angle must be permanently affixed. The proposed exterior lights are full cut-off fixtures. The application meets this standard.

Height: The building mounted exterior lights are wall fixtures. The proposed site lights are at heights in compliance with this section. The application meets this standard.

Light Emissions: Outdoor light fixtures must be placed so there are no direct light emissions onto adjacent properties. The proposed exterior lights are full cut-off and appear to not emit directly onto adjacent properties. The application meets this standard.

Design: It is required that light fixture designs reflect the small mountain town character of Frisco. The application proposes exterior wall fixtures in a black aluminum finish. As shown on the submitted lighting specification, these lights are in keeping with the small mountain town character of Frisco. The application meets this standard.

Energy Savings: Wherever practicable, it is encouraged (not required) that lighting installations include timers, dimmers, and/or sensors to reduce overall energy consumption and unnecessary lighting. This standard is encouraged, not required. The application meets this standard.

ANALYSIS – NONCONFORMITIES [§180-8]

Purpose (180-8.1):

It is the intent of this section to permit nonconforming lots, uses, and structures to continue to exist until they are removed, but not to encourage their continuation. Over time, any changes, extensions, or alterations to nonconforming properties shall bring the property substantially closer into conformance with the Town Code.

Nonconforming Uses (180-8.4): A nonconforming use may be continued, although such use does not conform with the provisions of this Chapter or amendment thereto, unless otherwise specifically stated in the Chapter.

A nonconforming use may be changed to a conforming use, or to any use that is less intensive in nature. For purposes of this section, the intensity of a use is determined by the Community Development Director after consideration of factors reasonably related to the intensity of a land use including, but not limited to, the amount of commercial activity, the number of visitors and/or customers, the amount of parking required, the number of trips generated, and the level of noise generated by the use. A nonconforming use may not be expanded or enlarged under any circumstance.

As illustrated in §180-5.1, “multi-unit dwellings” are not permitted in the RL Zoning District. The three (3) existing dwelling units are a legal nonconforming use. The application is proposing to maintain three (3) dwelling units and not increase the nonconforming use. The application meets this standard.

Nonconforming Buildings or Structures (180-8.5): Applications for changes, extensions, and alterations to nonconforming structures may be approved by the Planning Commission if the criteria below are met.

A nonconforming structure may be changed, altered, or extended provided that the following criteria are met:

- A. Does not increase the nonconformity of said structure and,*
- B. Serves to alleviate hardship on the owner or occupant, and promotes property values in the neighborhood.*

All changes, extensions, alterations, and additions to nonconforming structures must meet the requirements of this Chapter including but not limited to, the respective setback, height, density, lot coverage, parking, landscaping, and overlay district requirements. Any proposal which increases the nonconformity of the structure or use will require a variance. Once brought into conformance, no structure or use shall be permitted to revert to nonconforming status.

The existing structure is nonconforming with regards to density, setbacks, multi-unit dwelling, driveway access, lot coverage, and dimensional standards for three or more units in the RL District. The proposed modifications are proposed to reduce the nonconformities and reduce setbacks and lot coverage. The application is not proposing to increase the nonconformity, and is in fact, reducing the existing nonconformities. The proposed modifications should serve to promote property values in the neighborhood. If the Planning Commission finds that the application meets the criteria for an alteration to a nonconforming structure, then the application meets this standard.

ANALYSIS – AGENCY REVIEWS

TOWN OF FRISCO PUBLIC WORKS DEPARTMENT

- *The applicant shall work with Public Works to establish a swale along both streets to insure the site does drain properly and reaches the nearby drywell. This might include some minor grading work by the Town along the roadway, and may require a small swale across the driveways.*
- *After discussions with the developer and Town staff, together with review of the submitted waiver request, the Public Works Department approves your request for narrower driveway spacing for the driveway that connects to 3rd Street. While not meeting Town Code, it has been determined that narrower spacing will better accommodate the project itself. This will eliminate the need for a complete overhaul of the driveways, in addition to adding a substantial cost to the developer. As the condition exists today, it is something that Public Works has worked with for several years without a significant impact to our work in Town right-of-way.*

Jeff Goble, Public Works Director and Addison Canino, Assistant Public Works Director

Summit Fire & EMS

1. *The fire department has no objection to modifying and adding to the existing property.*
2. *The currently adopted and amended International Fire Code (IFC) will require a permit for the proposed solar installation.*
3. *Depending if the Frisco Building Official uses the International Residential Code (IRC) for the review and construction of this project, there will be no other requirements. If the International Building Code (IBC) is used, additional fire protection measures may be required.*
4. *The fire department suggests a meeting with the developer and the Town of Frisco to discuss future development of the area.*

Kim J. McDonald, Fire Marshal

TOWN ENGINEER

As to drainage, they did attempt to address my previous comments and I believe we should be ok on that although I would suggest that the applicant, working with Public Works, establish a swale along both streets to insure the site does drain properly and reaches the nearby drywell. This might include some minor grading work by the Town along the roadway, and may require a small swale across the driveways.

With regards to the driveways the proposed driveways onto Third Avenue are either too close together (per Town Standards) or are too wide if combined, however given that this is an existing duplex with garages next to each other and given that Addison is willing to grant a waiver for this as proposed, I will certainly defer to him. I would suggest that the island will simply disappear over time as it is too narrow to function.

Bill Linfield, Consulting Town Engineer

FRISCO SANITATION DISTRICT

No comments except that additional tap fees will be due for the “Main house” as it is increasing to a 4 bedroom.

Matt Smith, Manager

SUMMIT COUNTY GIS

The physical addresses currently found on the property are accurately posted and are properly routable for emergency services. However, if the duplex is to be condominiumized, GIS recommends a physical address change for the duplex. The two units are being accessed directly from S 3rd AVE and not Pitkin ST. A more appropriate address for these two units would be 415 S 3rd Ave with a unit designation such as Unit A, Unit B or Unit 1, Unit 2. The single-family portion should retain their address of 219 Pitkin since it is more directly accessed from that thoroughfare. No other concerns at this time.

Sally Bickel, GIS Analyst

XCEL ENERGY

- 1) *The customer will need to apply for relocation / upgrade of services.
 - a) *An application can be submitted online at:
https://xcelenergy.force.com/FastApp/BP_Login*
 - b) *Or by calling the Builders call line: 1.800.628.2121**
- 2) *If multiple meters are required – they have to be banked. There can only be one point of service for the meters.*
- 3) *There has to be a point of electric distribution on the property. (transformer or pedestal)
Electric service wire cannot traverse across another property.*
- 4) *The meters will need to be located in a safe, easily accessible location.*
- 5) *The meters need to be under a gable edge. The meters cannot be under a drip edge where snow and Ice can slide onto the meter.*
- 6) *For reference to XCEL standards please go to:
<https://www.xcelenergy.com/staticfiles/xeresponsive/Admin/Managed%20Documents%20&%20PDFs/Xcel-Energy-Standard-For-Electric-Installation-and-Use.pdf>*

Ryan Selchert, Planner, Mountain Division

PUBLIC COMMENT

The Community Development Department has received one public comment from Kent Mueller dated May 26, 2019 and has included it with this staff report.

STAFF RECOMMENDATIONS

Recommended Findings

The Community Development Department recommends the following findings pertaining to the Major Site Plan application for the proposed addition to the existing multi-family residential project located at 219 Pitkin Street / Lots 22-24, Block 37, Frisco Townsite:

Based upon the review of the Staff Report dated June 6, 2019 and the evidence and testimony presented, the Planning Commission finds:

- 1. The proposed development application is in general conformance with the principals and policies of the Frisco Community Plan, specifically, the quality of life statements and associated criteria related to the art & culture, built environment, and housing.*
- 2. The proposed development application is in general conformance with the Town of Frisco Zoning Regulations, specifically Section 180-3.5, Residential Low Density (RH) District, since all of the applicable requirements are legal nonconforming or have been met by the submittal and the recommended conditions of approval; including: lot area, lot frontage, lot coverage, setbacks, building height and density.*
- 3. The proposed development application is in general conformance with the Town of Frisco Zoning Regulations, specifically Section 180-6.22, Residential Development Standards, since all of the applicable requirements are legal nonconforming or have been met by the submittal and the recommended conditions of approval; including: that the development is designed in a manner compatible with the neighborhood and the small mountain town character of Frisco; the development includes required building elements, shelter from natural elements and provides visual relief, the building is designed to relieve the feeling of mass, building façade and roof lines are broken up, exterior materials and colors are compatible with the surroundings and meet specific standards, roof forms and design are compatible with the surrounding area and a variety of standards, and the other recommendations and standards of the Residential Design Standards.*
- 4. The proposed development application is in general conformance with the Town of Frisco Zoning Regulations, specifically Section 180-6, Development Standards since all of the applicable requirements are legal nonconforming or have been met by the submittal and the recommended conditions of approval; including: drainage plan, snow storage and snow shedding, vehicular access, and refuse management.*
- 5. The proposed development application is in general conformance with the Town of Frisco Zoning Regulations, specifically Section 180-6.14 Landscaping since all of the applicable requirements have been met by the submittal and the recommended conditions of approval; including: required vegetation, water conservation, irrigation system, and landscaping maintenance.*
- 6. The proposed development application is in general conformance with the Town of Frisco Zoning Regulations, specifically 180-6.16 Outdoor Lighting since all of the applicable requirements have been met by the submittal and the recommended conditions of approval; including: exterior light fixtures, light emissions, design, and energy savings.*
- 7. The proposed development application is in general conformance with the Town of Frisco Zoning Code, specifically Section 180-6.13, Parking and Loading Regulations, since all of the applicable requirements have been met by the submittal and the recommended conditions of approval; including: tandem parking, on-premise parking, visitor parking, accessible parking, parking dimensions & design, and snow storage areas.*
- 8. The proposed development application is in general conformance with the Town of Frisco Zoning Code, specifically Section 180-8, Nonconformities, since all of the*

applicable requirements have been met by the submittal and the recommended conditions of approval; including that the proposed application does not increase the nonconformity of the structure and serves to alleviate hardship on the owner or occupant and promotes property values in the neighborhood.

Recommended Action

Based upon the findings above, the Community Development Department recommends APPROVAL of the Major Site Plan application for the proposed renovations to the existing multi-family residential project located at 219 Pitkin Street / Lots 22-24, Block 37, Frisco Townsite, subject to the following conditions:

Conditions:

- 1. The applicant shall satisfy the comments of the Summit County GIS Department.*
- 2. The applicant shall satisfy the comments of the Frisco Sanitation District.*
- 3. The applicant shall satisfy the comments of the Summit Fire & EMS.*
- 4. The applicant shall satisfy the comments of the Town of Frisco Public Works Department including that the applicant shall work with Public Works to establish a swale along both streets to insure the site does drain properly and reaches the nearby drywell.*
- 5. The applicant shall satisfy the comments of the Town Engineer.*
- 6. The applicant shall satisfy the comments of Xcel.*

Recommended Motion

Should the Planning Commission choose to approve this major site plan application, the Community Development Department recommends the following motion:

With respect to File No. 225-18-MAJ, I move that the recommended findings set forth in the June 6, 2019, staff report be made and that the recommended conditions set forth therein be taken and that the Planning Commission hereby APPROVES the request for a major site plan application for the proposed addition to the existing multi-family residential project located at 219 Pitkin Street / Lots 22-24, Block 37,

ATTACHMENTS

Attachments:

- Application Materials
- Public Comment

cc: Melissa Cummings

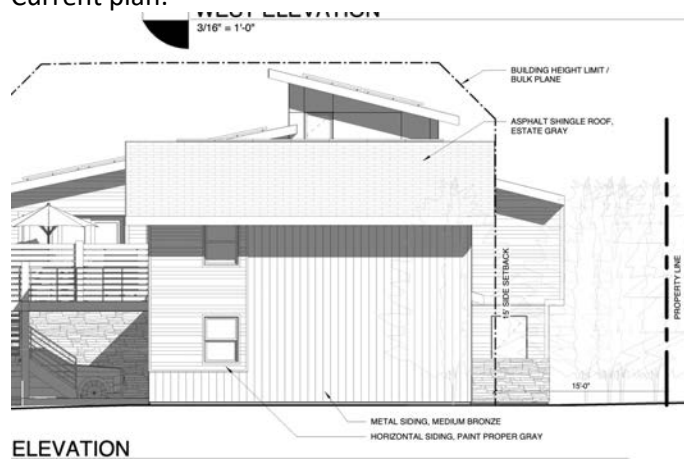
Community Development Department
Town of Frisco
P.O. Box 4100
Frisco, CO 80443

Community Development Department:

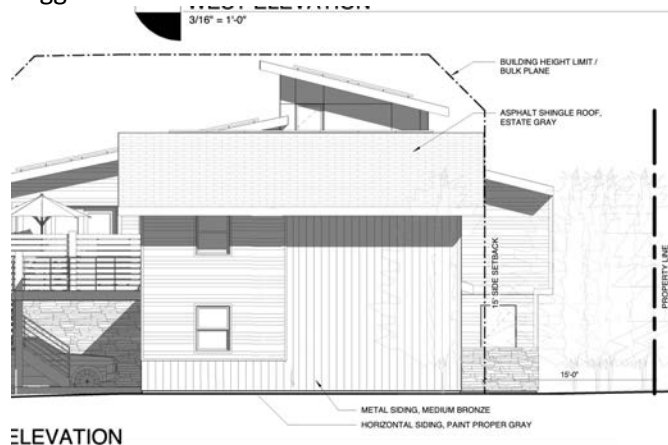
As a neighbor on the north across from 219 Pitkin Street, I am pleased to have the opportunity to review the plans online. I affirm the property owners for their desire to improve and upgrade the property, and I am overall in favor of the entire site plan with the exception of one small detail.

We are among a handful of neighbors who are viewing the property from the north side, with a property on Frisco Street Alley. As I view the plan, the plan on the north side of the property seems oddly out of balance. I am wondering about a minor revision to the plan, as included in the graphic below.

Current plan:



Suggested revision:



Certainly this is a matter of personal preference. My designer's eye happens to prefer the second view, and I decided to take up your offer to provide feedback. Thank you for the opportunity to do so. I look forward to welcoming this improvement to the property overall.

Kent Mueller
216 Frisco Street Unit B
303-880-8404