



**STEAMBOAT SPRINGS PLANNING COMMISSION
MEETING AGENDA
CITIZENS' MEETING ROOM, CENTENNIAL HALL, 124 10TH STREET
THURSDAY, JANUARY 25, 2018 at 5:00PM**

Public Hearings:

AGENDA ITEM #1

Project: FDP-17-06, Old Town Hot Springs
Location: 136 Lincoln Avenue
Applicant: Adam Wright, Steamboat Architectural, OTHS, Pat Carney
Type of Application: Final Development Plan
General Description: A Final Development Plan for Old Town Hot Springs Addition Remodel.
Project Planner: Toby Stauffer AICP, Senior Planner, 970-871-8280
Email: tstauffer@steamboatsprings.net
CC Date: February 6, 2018

AGENDA ITEM #2

Project: PC Final Decision Authority
Project Planner: Rebecca D. Bessey, AICP, Principal Planner, 970-871-8202
Email: rbessey@steamboatsprings.net

AGENDA ITEM #3

Approval of Minutes: Minutes from the Planning Commission PC Public Hearing on January 11th and PC Worksession from January 8th will be reviewed for approval.

This application is available for review during regular business hours at the Department of Planning & Community Development. (124 10th Street, Centennial Hall, Steamboat Springs, CO)
Or online at: www.steamboatsprings.net/currentprojects.

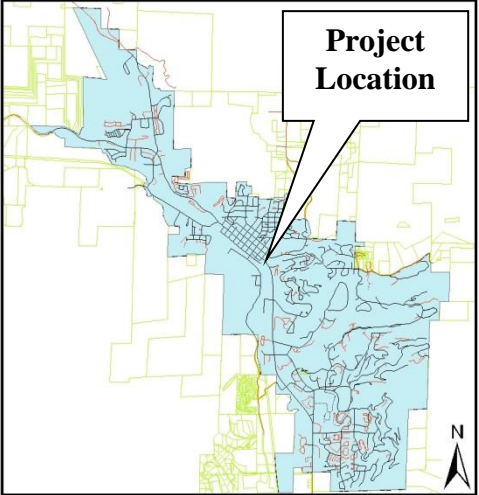
Three or more City Council members may attend this event and may discuss public business, to include information of public policy. For more information please contact Julie Franklin, City Clerk 970-879-2060

AGENDA ITEM #1



DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT STAFF REPORT

PLANNING COMMISSION AGENDA ITEM # 1	
Project Name:	Old Town Hot Springs Addition, Orig. Town of SS, B 21-22, Lot 2
Project Number/Type:	FDP-17-06, Final Development Plan
Prepared By:	Toby Stauffer, AICP Senior Planner
Through:	Tyler Gibbs, AIA, Planning & Community Development Director
Date:	January 16, 2018
Planning Commission:	January 25, 2018
City Council:	February 6, 2018
Zoning:	PUD
Applicant:	Steamboat Health and Rec Association c/o Adam Wright, Steamboat Architectural Associates
Request:	A Final Development Plan request for an addition and remodel of the Old Town Hot Springs building with changes to site layout, parking, and lot development.



Old Town Hot Springs Addition

Staff Report - Table of Contents		
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II.	Project Location	1-2
III.	Background	1-3

Public Notice Requirements	
Notice Type	Date Accomplished
Newspaper	01/14/2018
Mailing	01/11/2018
Posting	01/12/2018
Website	01/11/2018
Mineral	09/14/2017

IV.	Project Description	1-3
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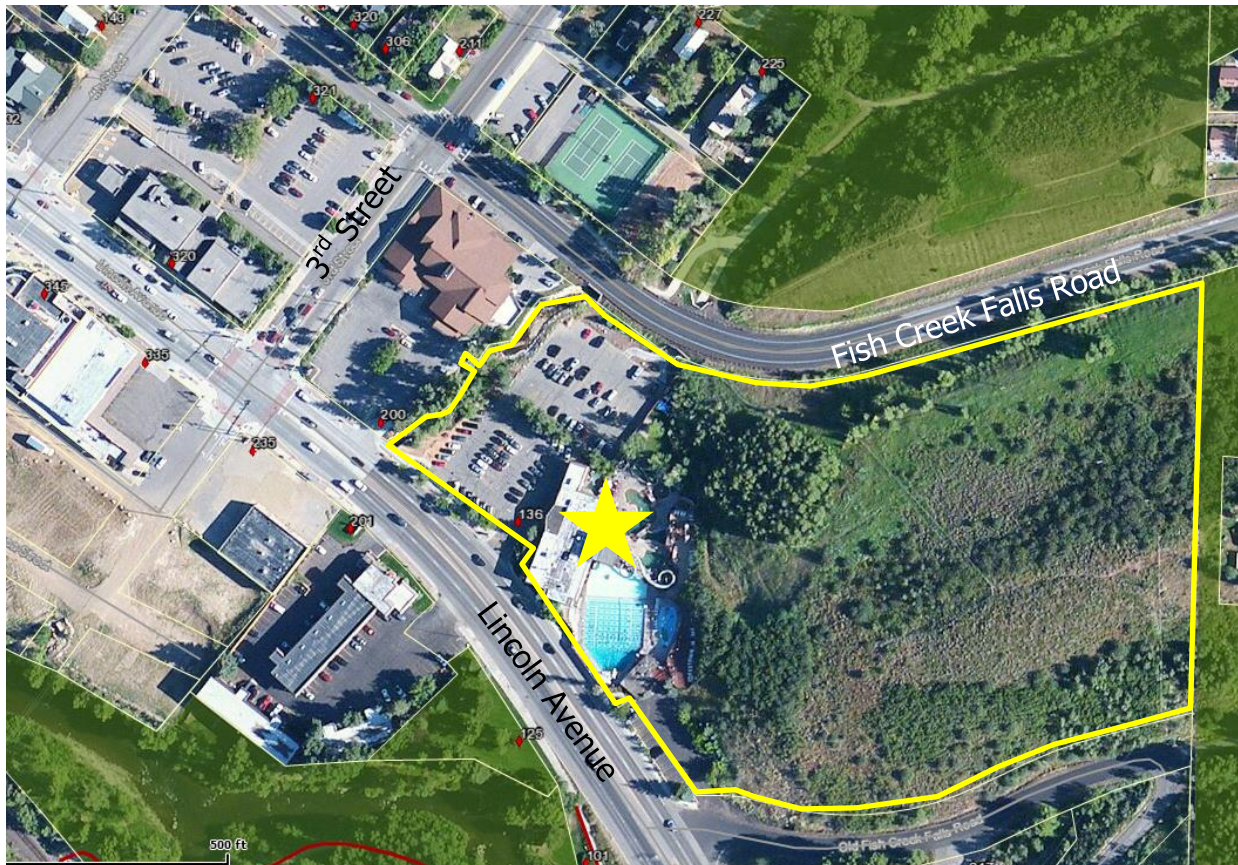
I. COMMUNITY DEVELOPMENT CODE (CDC) – STAFF ANALYSIS SUMMARY

CDC - SECTION 26-66(D): No FINAL DEVELOPMENT PLAN SHALL BE APPROVED UNLESS THE PLANNING COMMISSION AND CITY COUNCIL FIND THAT THE PLAN MEETS ALL OF THE FOLLOWING CRITERIA:

Subsection	Consistent			Notes
	Yes	No	NA	
1) Reserved			<input checked="" type="checkbox"/>	
2) Consistency with Surrounding Uses	<input checked="" type="checkbox"/>			
3) Conformity with building and architectural standards.	<input checked="" type="checkbox"/>			
4) Minimize Adverse Impacts	<input checked="" type="checkbox"/>			
5) Access	<input checked="" type="checkbox"/>			
6) Minimize Environmental Impacts	<input checked="" type="checkbox"/>			
7) Phasing			<input checked="" type="checkbox"/>	To be developed in one phase.
8) Compliance With Other Standards	<input checked="" type="checkbox"/>			

Staff Finding: Staff finds that the proposed Final Development Plan for an addition and remodel of the Old Town Hot Springs building with changes to site layout, parking, and lot development is consistent with the criteria for approval.

II. PROJECT LOCATION



III. BACKGROUND INFORMATION

The subject property is a 10.91-acre parcel zoned PUD approved March 2016. The property is located at 136 Lincoln Avenue and is adjacent to Fish Creek Falls Road. An underpass under Fish Creek Falls Road from Spring Creek Trail leads into this property along the northern edge. Spring Creek is along the west property boundary. The property is adjacent to land zoned CO, CN, OR and MF-1. The subject property includes the existing Old Town Hot Springs (OTHS) building and related improvements as well as the Heart Spring.

During review of this project the applicant submitted a request to amend the PUD. The amendment was determined by the Director to be a minor amendment and was approved during the course of review. The amendment clarified maximum height standards for existing and proposed development. For additional information, see Attachment 2.

IV. PROJECT DESCRIPTION

OTHS is proposing a renovation and expansion of the existing building. The project includes interior remodel, exterior remodel, and a reorganized floor plan. The addition will be approximately 14,000 sf of new space on two levels. The addition will be located in an area that is the existing parking lot. Parking for the expansion will be accommodated on a recently developed parking lot on a nearby lot owned by OTHS that is part of the PUD. For additional information please see the applicant’s narrative in Attachment 1.

V. PROJECT ANALYSIS

DEVELOPMENT STANDARDS - Summary		
Standard	Requirement	Proposed
<i>Parking & Loading Design Standards PUD</i>	168 spaces, with a 10% reduction for proximity to transit, 153 spaces required, one loading space required, Bike parking required	170 total, 162 year round parking spaces 1 loading space provided Bike parking provided
<i>Landscaping Standards PUD</i>	Landscape buffer along Lincoln required, Landscape buffer along Spring Creek required	Existing and proposed landscape areas and plantings meet requirements
<i>Screening Standards PUD</i>	Screening of mechanical equipment, dumpsters, and parking is required	All existing and proposed mechanical equipment, dumpsters, and parking will be screened in accordance with requirements.
<i>Snow Storage PUD</i>	1 sq. ft. of storage for every 2 sq. ft. of paved area or 20,250 sf., reduction for elevation, 15,187 sf required	5,589 sq. ft. provided Snow hauling is allowed and a plan is provided
<i>Natural Resource Protection PUD</i>	The development is required to restore or enhance the riparian environment within the required waterbody setback area.	Restoration and enhancements to Spring Creek within the waterbody setback area are provided.
<i>Pedestrian Connectivity PUD, Complete Streets 26-155</i>	Compliance with Complete Streets Standards	Pedestrian and bike connections are provided through the site and to adjacent properties as well as signage on Spring Creek Trail and planning for future multi-modal connections

The following section provides staff analysis of the application as it relates to sections of the CDC and the PUD. It is intended to highlight those areas that may be of interest or concern to planning commission, city council, staff or the public. For a comprehensive list of standards and requirements applicable to this proposal, please refer to the CDC, the PUD, or contact the staff planner.

CRITERIA FOR APPROVAL

CDC - 26-66(d): No Final Development Plan shall be approved unless the city council finds that the plan meets all of the following criteria:

1. Reserved

2. Consistency with Surrounding Uses.

The proposed development shall be consistent with the character of the immediate vicinity of the parcel proposed for development, or shall enhance or compliment the mixture of uses, structures and activities present in the immediate vicinity.

Staff Analysis: **Consistent.** The proposed development will be consistent with the PUD which was created to ensure consistency with building intensity of surrounding properties and consistency with character of the surrounding uses. The development does not change the use of the property which was determined to be consistent during the PUD process.

3. Conformity with the building and architectural standards.

The proposed development complies with the building and architectural design standards of the CDC.

Staff Analysis: **Consistent.** The project conforms to all applicable building and architectural standards contained in the CDC and the PUD as summarized below. Proposed materials for the project include gray and brown vertical and horizontal siding, metal panels, dark bronze metal window and roof accents, and stone veneer.

- Architectural Materials and Function: The proposed materials are consistent with standards and materials in the downtown area. The roof is designed to minimize hazards as well.
- Context and Orientation: The new construction will be harmonious with the old building and the old building exterior will be remodeled to match the addition. The building is oriented so that it can utilize the natural features of the site, Spring Creek, the Heart Spring and the natural hill above the building.
- Mass, Scale and Articulation: The mass and scale are consistent with the rest of the building and nearby uses. The proposed addition is consistent with height and massing requirements of the PUD. The perceived mass of the building will be reduced through the incorporation of architectural features including awnings on the southwest and west elevations, articulated roof structures, additional windows, and changes in materials.
- Rooftop equipment: all rooftop equipment will be screened, improving the view and entry into the downtown.
- Service areas will be screened, also improving the view and approach into downtown.
- Visual impacts: all visual impacts from parking will be screened with existing or proposed landscape consistent with the PUD and CDC.
- Entry features will be remodeled and oriented toward the street and parking area.

4. Minimize Adverse Impacts.

The design and operating characteristics of the proposed development shall minimize any adverse impacts on surrounding uses and shall not cause a nuisance, considering factors such as proposed setbacks, planned hours of operation, and the potential for odors, noise, smoke, dust, glare, vibrations, shadows, and visual impacts from the proposed development.

Staff Analysis: **Consistent.** Staff finds that there should not be any adverse impacts to surrounding uses by the proposed development as the project conforms to all CDC requirements and the approved PUD for Old Town Hot Springs.

5. Access.

Access to the site shall be adequate for the proposed development, considering the width, grades, and capacities of adjacent streets and intersections and the entrance to the site. The adequacy of the facilities provided for any necessary service delivery, parking and loading, and trash removal shall also be considered. When appropriate, public transportation or other public or private transportation services and appropriate pedestrian facilities shall be made available to serve the use.

Staff Analysis: **Consistent.** Adequate access is available from Lincoln Avenue to get to the building and majority of the parking and from 3rd Street to get to the additional parking. A new configuration at the entrance will serve the building and it has been reviewed and approved by Public Works and CDOT. A drop off/pick up lane will be added as well as a one-way drive aisle to access parking in the lower lot adjacent to the addition. Parking in the adjacent upper lot is still available and will remain in the existing configuration with the exception of adding a sharrow for bike traffic from Spring Creek Trail. Pedestrian connections are provided through the site and to adjacent properties and sidewalks and a future connection for the Spring Creek Trail is indicated as well.

6. Minimize Environmental Impacts.

The proposed development shall minimize its adverse impacts on the natural environment, including water quality, air quality, wildlife habitat, vegetation, wetlands, and natural landforms.

Staff Analysis: **Consistent.** Environmental impacts from this site are expected to be minimal. Water quality features have been added to the site and the improvements have been evaluated for conformance with the City drainage and water quality requirements. IN addition the development is required to restore and enhance the area within the waterbody setback adjacent to Spring Creek. The proposal includes stream bank stabilization and enhancement along the properties western edge. The development will need to receive a permit from the Army Corps for work in the stream and proposed work within the floodplain will need to meet standards and will be permitted through a separate floodplain development process. Runoff from impervious areas will be collected and treated as required by City standards. No other environmental impacts are anticipated. The project site is not located in any identified environmentally constrained areas, or areas of important wildlife habitat. Staff finds that the environmental impacts from the proposed use will be minimal or negligible.

7. Phasing

Staff Analysis: **N/A**

8. Compliance with other Standards.

The proposed development shall comply with all other applicable requirements of this CDC, including article V, development standards.

Staff Analysis: **Consistent.** It appears that the project is consistent with all other applicable standards in the CDC and PUD as administered by the City of Steamboat Springs.

VI. STAFF FINDINGS

Staff finds that Final Development Plan, FDP-17-06, for an addition and remodel of the Old Town Hot Springs building with changes to site layout, parking, and lot development, is CONSISTENT with the Criteria for Approval for a Final Development Plan.

Recommended Motion

The Planning Commission recommends approval of FDP-17-06, as described in project materials and this report with the following conditions:

1. Existing mature landscaping shown to meet requirements for this project on the approved plan set shall be maintained and preserved. Should any required landscaping be removed that was not indicated on the approved plan set, the plant material shall be replaced with a similar size and type within 1 year of removal, construction completion and/or prior to certificate of occupancy.
2. Snow Hauling shall be conducted as indicated on the approved plan set and per the operational plan indicated on page 3 of 7 in the applicant's TAC response letter dated November 10, 2017.
3. An approved floodplain development permit is required in conjunction with Civil Plan approval.
4. Prior to CO the applicant shall secure a USACE permit for work within Spring Creek and shall complete all required approved streambank stabilization work as indicated on the approved Final Development Plans, Civil Plans, and/or Streambank Stabilization plans for the project.
5. A re-vegetation plan shall be provided for the stream improvements including: a Boulder Wall and vegetation of the under-, mid- and overstory using one or more of the Improvement Techniques listed on Pages 22-25 of the Yampa River Structural Master Plan.
6. The applicant shall provide an executed agreement with the City for trail sign maintenance, ownership and other necessary information prior to CO for the project.
7. The applicant shall apply for an encroachment license from CDOT for existing and/or proposed private improvements that are within CDOT ROW prior to Building Permit approval. The license shall be executed within 3 years of CO for the addition or OTHS shall modify landscaping and parking improvements. If OTHS has applied for and CDOT has not executed the license agreement within 3 years of CO, the Community Development Director may extend the deadline if OTHS demonstrates a good faith effort toward completing the application process.
8. As part of the OTHS FDP, a corridor of land has been identified and will be made available for a trail providing public access from the underpass at Spring Creek Trail and Fish Creek Falls Road, traveling along the north side of the OTHS pools and connecting to Old Fish

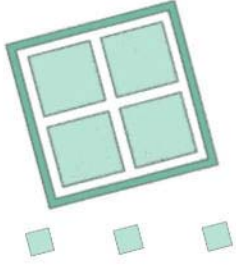
Creek Falls Road. Land for the path is demarcated on Sheet C.104 Signage and Bike Circulation Plan for use at any future time when a development plan for the path becomes viable. OTHS agrees to dedicate an easement for the trail within the corridor or other location agreed upon by OTHS and the City.

9. A sidewalk easement shall be prepared and executed by the applicant for the portion of sidewalk along Lincoln Avenue property frontage that is not within ROW. The easement shall be executed and approved prior to CO for the addition.
10. The developer shall pay proportionate share of adaptive signal project on Lincoln Avenue, calculated at 0.07% of \$500,000 or \$350. Payment shall be submitted prior to issuance of a Building Permit.
11. Old Town Hot Springs Staff will post “no parking, stopping or standing signs” and will educate patrons and actively enforce no stopping or standing in the driveway area to keep it unobstructed for safe operation of the driveway and the connection onto US 40.
12. The following items are considered critical improvements and must be constructed prior issuance of CO:
 - i. Drainage infrastructure and storm water quality features.
 - ii. Driveway, and parking areas
13. A complete set of final approved plans, with any changes required by City Council, shall be provided to the Planning Department within 1 week of City Council approval of the project or prior to civil plan approval, whichever occurs first.
14. Civil construction plans prepared by a licensed Colorado civil engineer must be submitted to Public Works for review by Public Works, Planning, and City Utilities for review and approval prior to approval of any improvements agreement, building permit, or final plat and prior to the start of any construction. We recommend submitting the construction plans a minimum of five weeks prior to building permit application to allow time for review, comment response, and approval.

VII. ATTACHMENTS

1. Project Narrative
2. Minor Amendment to PUD
3. Site and Building Plans

Attachment 1



STEAMBOAT ARCHITECTURAL ASSOCIATES

345 Lincoln Avenue, Suite 200
P.O. Box 772910
Steamboat Springs, Colorado 80477

ph: (970) 879-0819
fax: (970) 879-3406
email: saa@steamboatarchitectural.com

September 29, 2017

Toby Staufer
City of Steamboat Springs / Department of Planning & Community Development
124 10th Street / PO Box 775088
Steamboat Springs, CO 80477

RE: Old Town Hot Springs Final Development Plan

Dear Toby,

Enclosed are the submittal documents for a final development plan (FDP) for an expansion to the Old Town Hot Springs (OTHS), 136 Lincoln Avenue, Steamboat Springs, Colorado. May this letter serve to describe the project while addressing the approval criteria for an FDP as noted in the current CDC, section 26-66.

The OTHS is proposing a renovation and expansion to the existing building. The existing building renovation will include removing the mansard roof and updating the existing siding and windows, in addition to interior modifications for a reorganized floor plan which will accommodate a newly constructed addition to the building. The addition comprises approximately 14,000 square feet on two levels, including conference room space, additional workout and training rooms, group classrooms, administrative offices and a 2-story climbing wall. The addition is located on a portion of the existing parking lot, resulting in new parking entrance striping and parking space layout. A new pedestrian sidewalk and new pedestrian access striping facilitate access to the renovated building from the adjacent bridge to the Post Office and lower Spring Creek Trail. Parking spaces displaced by the new addition are provided for in the newly constructed parking lot north of Fish Creek Falls Road (where tennis courts were located previously), which is accessed by the tunnel under Fish Creek Falls Road.

The basis for the FDP is the Planned Unit Development (PUD), ordinance number 2555, approved March 15th, 2016. Work proposed in the FDP will occur in the two PUD subzones, *Lincoln* and *Active Recreation*. Refer to drawing sheet FDP2.

Criteria for review and approval for the FDP (CDC sec 26-66):

(1) *Reserved per CDC.*

(2) *Consistency with surrounding uses.*

The work proposed under the FDP expands the current functions of the existing OTHS, strengthening the ability to promote their mission as a facility for health and wellness. Additional spaces will add capacity for training, recreation and wellness as well as conference space and facility administration. The uses conform with the PUD and are compatible with uses in the current facility.

(3) Conformity with the building and architectural standards.

The proposed addition and renovation work complies with the building and architectural design standards of the PUD, including but not limited to materials and function, context and orientation, mass, scale and articulation, building design and visual impacts. The location of the building expansion is a natural fit for the site, presenting a dynamic new face along Lincoln Avenue, developed in the existing parking lot with no impact to the existing pools and historic Heart spring. The new wing features a two-story climbing wall enclosed almost entirely in glass which stands in contrast to a new low roof which brings a pedestrian scale to the entry of the building. Wall plane articulation and awnings for control of solar gain add articulation to the front façade of both new and existing construction. The existing building will undergo a significant update with new siding and windows to match the addition and with the removal of the outdated and poorly performing mansard roof. The new roof design eliminates the potential for falling snow and ice.

(4) *Minimize adverse impacts.*

The work proposed under the FDP expands the current functions of the existing OTHS at a scale that is appropriate for the site. Setbacks remain consistent with the existing facility and the PUD. Building mass and facility use is consistent with the existing development and the PUD. Additional parking provided on the new lot north of Fish Creek Falls road replaces parking spaces consumed by the new addition and serves to alleviate traffic at the entrance to the main facility.

(5) *Access.*

Access to the OTHS from Lincoln Avenue will remain the same, utilizing the existing curb cut. A new drop off lane has been added at the entrance to the facility, designated with striping. This will allow incoming vehicles looking for parking to bypass congestion at the entry due to temporarily parked vehicles, dropping or picking up visitors. Additional handicapped parking space are included adjacent to the building and the travel lane is designed to allow for a ladder truck to drive into the upper lot to work at the rear of the new building addition.

Pedestrian circulation at the site has been strengthened with a striped walkway through the upper parking lot to the Spring Creek Trail, and by the addition of a new pedestrian sidewalk located between the upper and lower parking lots allowing for safer passage to the bridge at the Post Office. Additionally, with a new sidewalk at the Lincoln Avenue entrance, a continuous sidewalk is now available on the north side of west-bound Lincoln Avenue to the entrance of the facility. Refer to drawing sheet FDP1 for a pedestrian circulation diagram.

The newly constructed parking lot at the former tennis courts, north of Fishcreek Falls Road, augments the existing parking adjacent to new building addition and facilitates in reducing vehicular activity at the property entrance by allowing for offsite parking, by both members and staff. Service delivery and garbage removal will remain consistent with existing conditions, which occurs in the Old Fish Creek Falls Road parking lot.

(6) *Minimize environmental impacts.*

As noted, the work proposed under the FDP expands the current functions of the existing OTHS at a scale that is appropriate for the site. There is no additional paved area associated to parking or building development and therefore no encroachment into environmentally sensitive areas. New storm drains will be added to both upper and lower parking lots to better control parking lot runoff. The storm drains will carry water to a new water quality retention area located on the southwest corner of the parking lot.

(7) Phasing.

There is no phasing proposed for this project.

(8) Compliance with other standards (PUD).

The FDP is in compliance with the proposed PUD.

Please contact me if any additional information is required.

Sincerely,

Adam Wright

Steamboat Architectural Associates



Attachment 2



Department of Planning & Community Development

November 8, 2017

Adam Wright
Steamboat Architectural Associates
345 Lincoln Avenue, Suite 200
Steamboat Springs, CO
adam@steamboatarchitectural.com

Re: Request for Minor Amendment to the Old Town Hot Springs (OTHS) PUD

Adam,

We have reviewed the November 8, 2017 request to amend the Old Town Hot Springs PUD and found that the attached amendment to dimensional standards in the Active sub-zone is in substantial conformance with the PUD and it will not change the character of the PUD. The PUD is amended as of the date of this letter and has been reviewed and approved in accordance with Sections 26.42, 26.44 and 26.81 of the CDC.

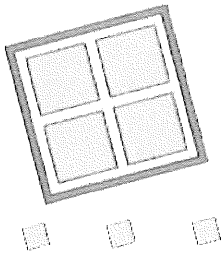
Please contact Toby Stauffer at (970) 871-8280 or Tyler Gibbs at 871-8244 with questions or comments.

Sincerely,

A handwritten signature in black ink, appearing to read "Tyler Gibbs".

Tyler Gibbs, AIA
Director of Planning and Community Development

CC: MIS-17-02, PUD-15-01



STEAMBOAT ARCHITECTURAL ASSOCIATES

345 Lincoln Avenue, Suite 200
P.O. Box 772910
Steamboat Springs, Colorado 80477

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fax: (970) 879-3406
email: saa@steamboatarchitectural.com

November 8, 2017

Toby Stauffer
City of Steamboat Springs / Department of Planning & Community Development
124 10th Street / PO Box 775088
Steamboat Springs, CO 80477

RE: Old Town Hot Springs PUD - minor amendment

Dear Toby,

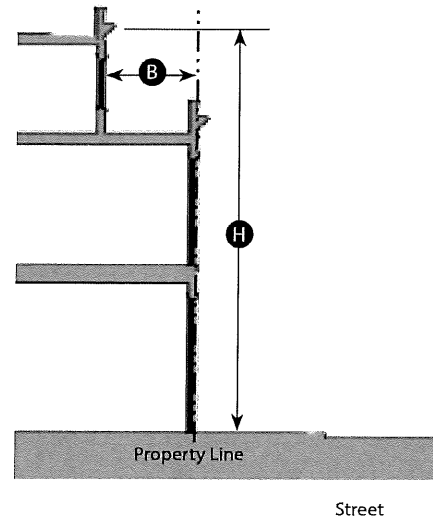
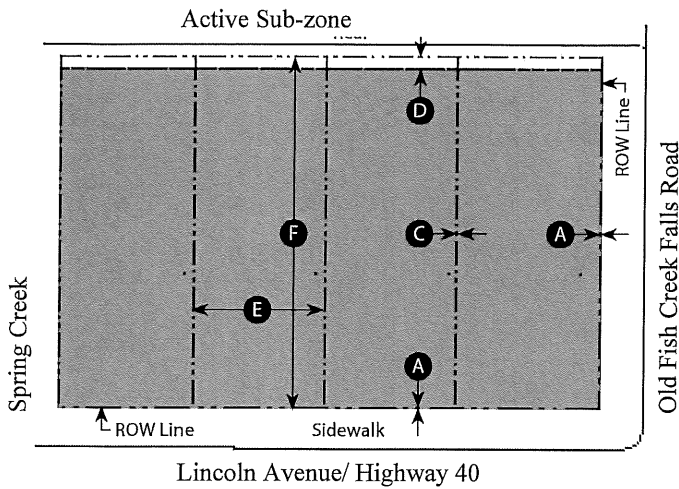
May this letter serve as a request for a minor amendment to the Old Town Hot Springs PUD.

A note has been added to the dimensional standards clarifying maximum height standards at existing and proposed development. The note is consistent with the TAC comments dated October 30th, 2017. See Exhibit 5 attached.

Adam Wright
Steamboat Architectural Associates

Active PUD sub-zone (based on CO Commercial Old Town)

Amended 11-08-2017



Key

- ROW / Property Line
- Setback Line
- Building Area

Building Placement

Setback (Distance from ROW / Property Line)

Front/Side Street	Active / CO comparison if different	
1 Principal Structure up to 28'	15' min. / 0' max for CO	A
1 Principal Structure up to 28'	no max. / 0' max for CO	A
Principal Structure above 28'	15' min.	B
Side		C
2 Principal Structure	15' min. no max. / 0' max for CO	
2 Accessory Structure	15' min. no max. / 0' max for CO	
Rear (Fish Creek Falls Road)		D
Principal Structure	10' min.	
Accessory Structure	10' min.	

Lot Size

Width	25' min.	E
*3	no max / 150' max for CO	
Depth	no min.	F
Lot Area	3,000 sq. ft. min.	
*4	120,000 sq. ft / 22,000 sq. ft. max	

Building Form

Height**

Building Height (Overall Height and Average Plate Height)	
*5 38'-0" max. height for new development	
40'-0" max. height for entry features	H

Other Standards***

Building Intensity

Lot Coverage	no max.
Floor Area Ratio	2.0 max.

Density

Units per lot	no max.
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** The above diagram is not intended to illustrate how height is measured. Please see the diagram in Section 26-402 for an illustration of how height is measured.

*** See Section 26-134 for additional design standards.

* Or as required to provide public gathering space (recessed entries excepted.)

*1 The existing building and existing supporting structures are exempt from this requirement.

*2 The existing building is set back from Old Fish Creek Falls Road, and Spring Creek. Existing building setbacks for the existing buildings from Old Fish Creek Falls Road and Spring Creek to remain.

*3 The sub-zone is over 600' long.

*4 The lot area is 117,005 sq. ft.

*5 Maximum height does not apply to buildings existing as of the date of this amendment.

EXHIBIT 5: ACTIVE SUB-ZONE DIMENSIONAL STDS

An Expansion for the Old Town Hot Springs

136 Lincoln Avenue, Steamboat Springs, Colorado 80487

Attachment 3

FINAL DEVELOPMENT PLAN for LOT 2, POST OFFICE & HOT SPRINGS REPLAT also known as OLD TOWN HOT SPRINGS 136 Lincoln Avenue, Steamboat Springs, CO

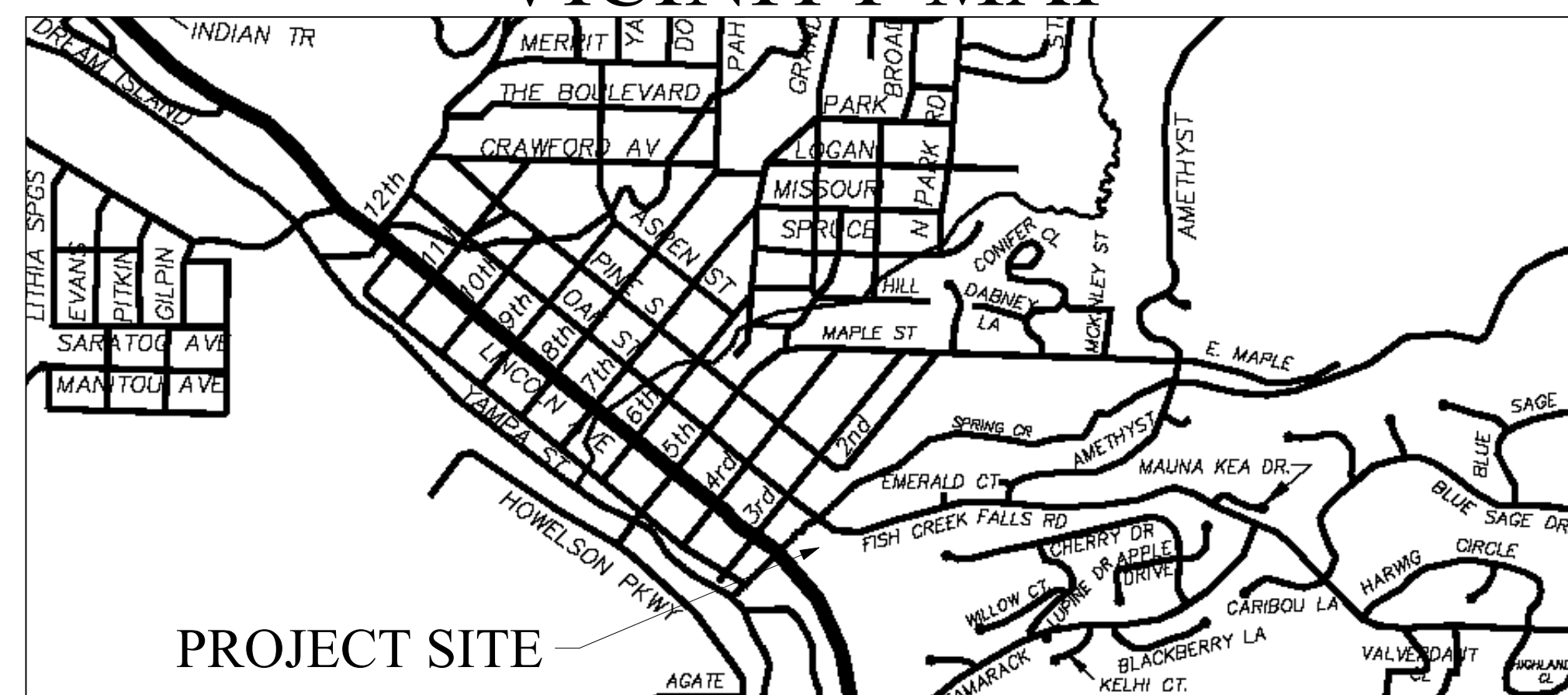
SHEET INDEX

SHEET #	DESCRIPTION
FDP0	COVER SHEET
C.100	CIVIL SITE PLAN W/ AERIAL IMAGE
C.101	CIVIL SITE PLAN
C.102	DETAILED CIVIL SITE PLAN
C.103	SITE DISTANCE
C.104	SIGNAGE & BIKE CIRCULATION PLAN
C.200	GRADING PLAN
C.300	UTILITY PLAN

PROJECT SUMMARY TABLE

GROSS FLOOR	33,500 SF
ZONING	PUD
FRONTAGE	~ 600 LF AT HIGHWAY 40 / LINCOLN
STANDARDS	
LOT AREA	161,818 SF (LINCOLN & ACTIVE PUD SUBZONES)
LOT COVERAGE	9.7%
FAR	0.21
BUILDING HEIGHT	32'-9"
FRONTAGE HT	32'-9" (2 STORY)
FRONT SETBACK	70'-0"
SIDE SETBACK	105'-4"
UPPER STORY SETBACK	0'-0"
REAR SETBACK	153'-0"
PARKING	170 SPACES
SNOW STORAGE	5,824 SF (SEE C.102)

VICINITY MAP

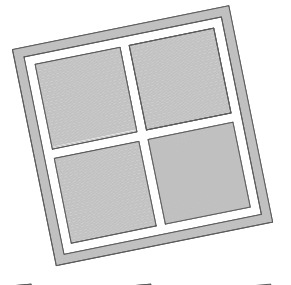


CONTACT INFORMATION

Applicant: Steamboat Springs Health & Recreation c/o Pat Carney (Project Manager) P.O. Box 771211 Steamboat Springs, CO 80477-1211 970.879.1828 pcarney@oldtownhotsprings.org_	Civil Engineer: Landmark Consultants, Inc. Ryan Spausat P.O. Box 774943 Steamboat Springs, CO 80477 970.871.9494 ryans@landmark-co.com
Property Owner: Steamboat Springs Health & Recreation c/o Pat Carney (Project Manager) P.O. Box 771211 Steamboat Springs, CO 80477-1211 970.879.1828 pcarney@oldtownhotsprings.org_	Landscape Architect: MGC Design, Inc. Michael Campbell P.O. Box 773522 Steamboat Springs, CO 80477 970.879.7740 mcampbell@mgcdesigninc.com
Architect: Steamboat Architectural Associates Bill Rangitsch P.O. Box 772910 Steamboat Springs, CO 80477 970.879.0819 wjr@steamboatarchitectural.com_	Electrical Engineer: Architectural Engineering Consultants Stan Humphries 40801 US Hwy 6 & 24, Suite 214 Avon, CO 81620 970.748.8520 stan@aec-vail.com

DATE	DESCRIPTION
24 SEPT 17	PLANNING SUBMITTAL #1
10 NOV 17	PLANNING SUBMITTAL #2
18 DEC 17	PLANNING SUBMITTAL #3
04 JAN 18	PLANNING SUBMITTAL #4

NOT FOR CONSTRUCTION



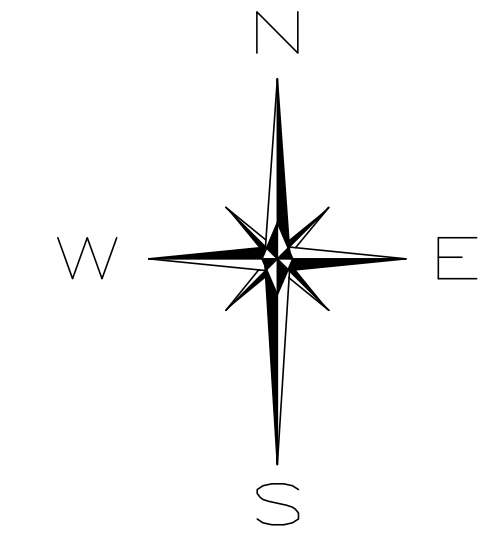
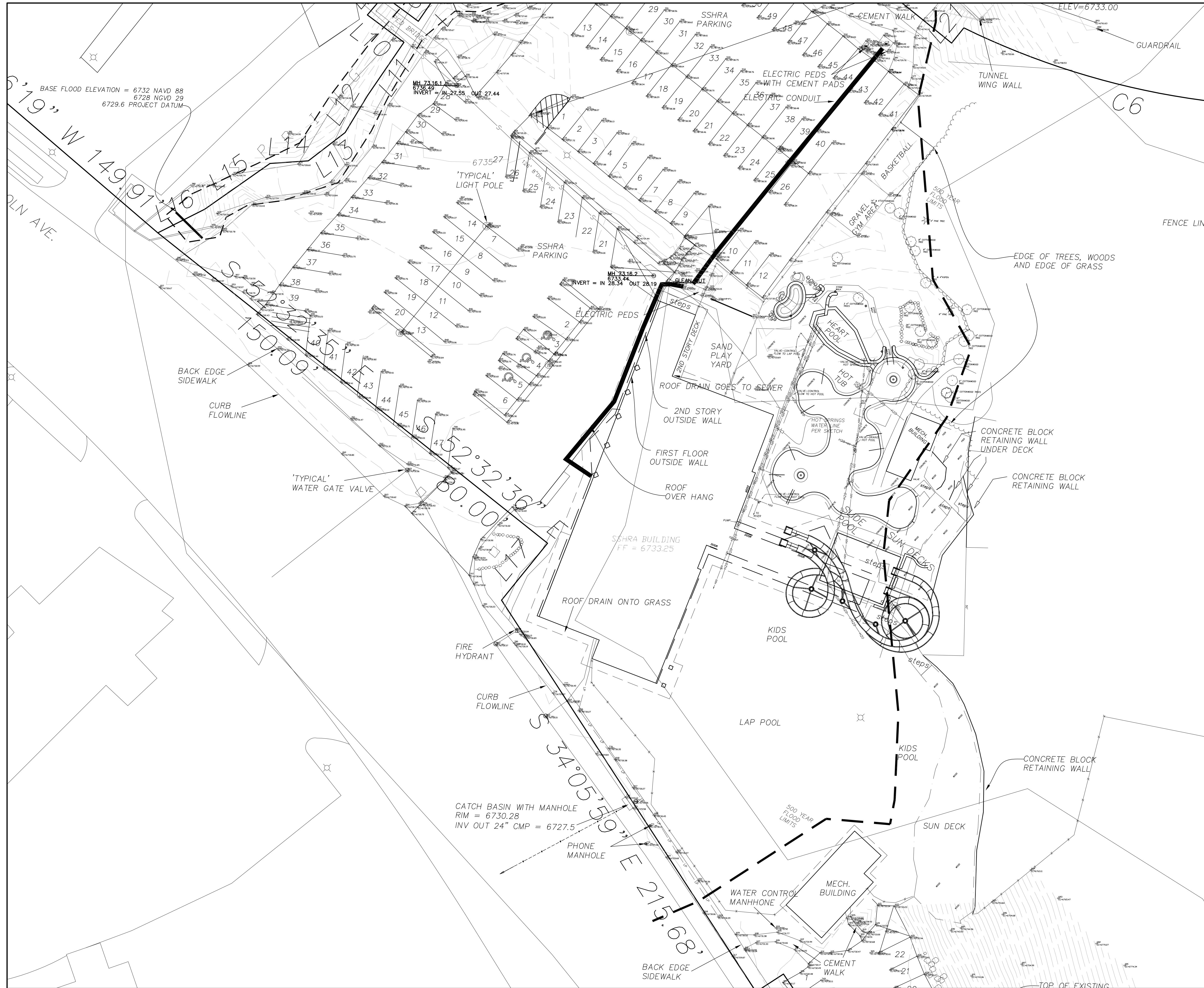
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p.o. box 772910
345 lincoln ave ste. 200
steamboat springs, co. 80477

AN EXPANSION FOR THE
OLD TOWN
HOT SPRINGS
136 Lincoln Avenue, Steamboat Springs CO 80487

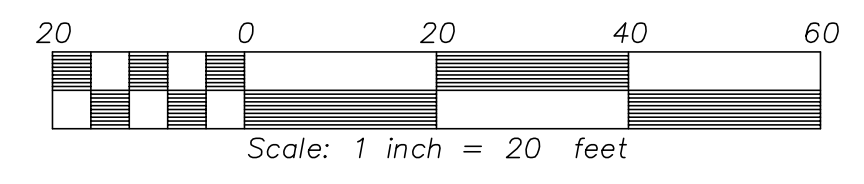
FDP0

16-36

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BEARINGS ARE BASED UPON THE EAST LINE OF LOT 2 AS SHOWN, NAD 83 STATE PLANE NORTH COLORADO, ELEVATIONS ARE NGVD 29



LAND SURVEYOR'S CERTIFICATE

I, James B. Ackerman, being a Professional Land Surveyor registered by the State of Colorado, do hereby certify that this SITE PLAN was made by me and under my supervision and that it is accurate to the best of my knowledge.

Dated this 17 day of JANUARY, AD, 2017.

JAMES B. ACKERMAN R. L. S. #16394

NOTICE: "According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event, may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon."

		CALC'D	JBA
		DRAWN	JBA
		SURVEYED BY:	JBA
NO.	REVISION	DATE	

TITLE: **EXISTING CONDITIONS PLAN**
OLD TOWN HOT SPRINGS
 LOTS 8-12, BLOCK 2 ORIGINAL ADDITION TO TOWN OF SS STEAMBOAT SPRINGS, ROUTT COUNTY, COLORADO

PREPARED BY: **EMERALD MOUNTAIN SURVEYS, INC.**
 P. O. BOX 774812
 STEAMBOAT SPRINGS, COLORADO 80477
 970-879-8998
www.emeraldmtn.net

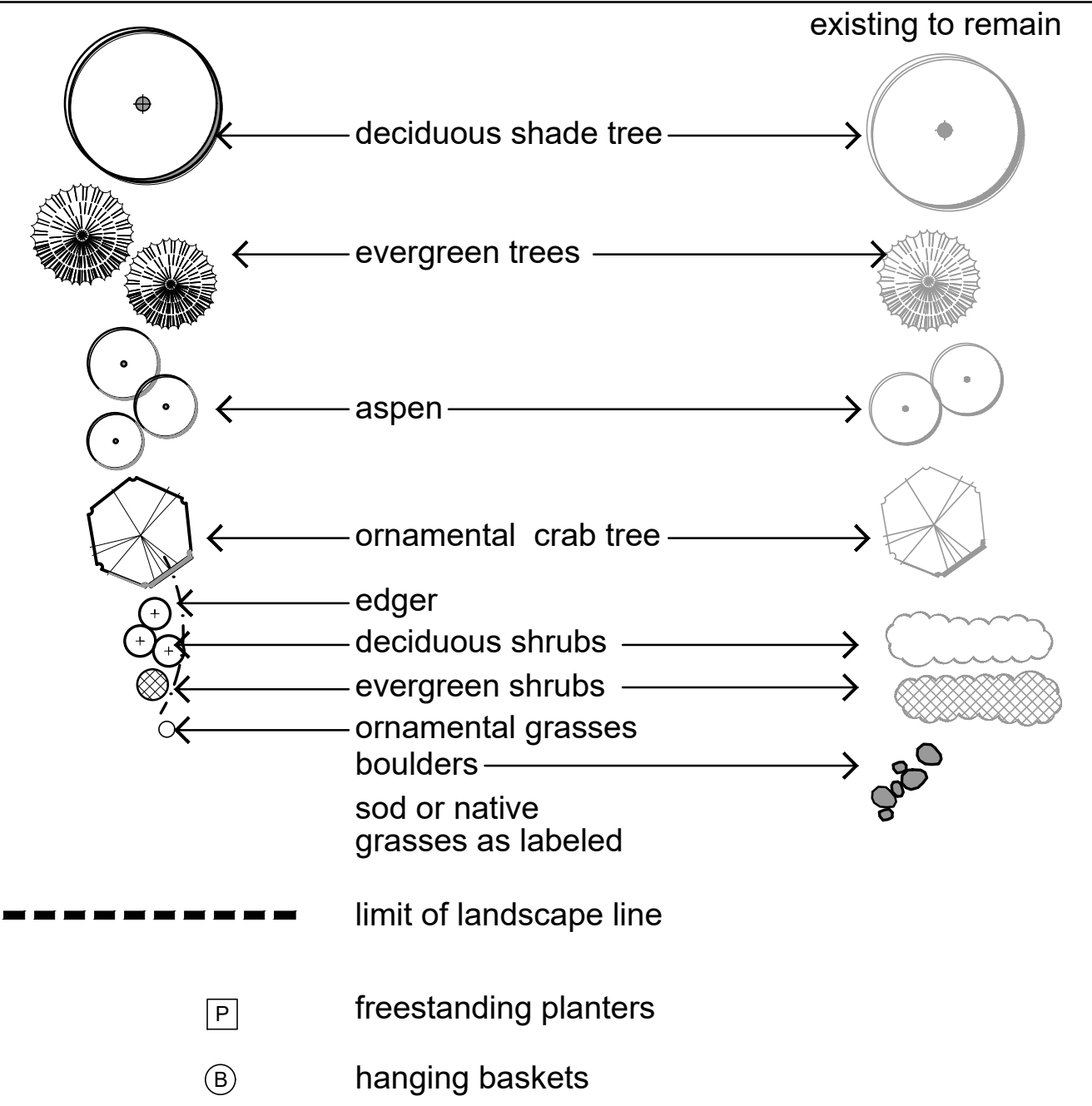
COPYRIGHT 2017, EMERALD MOUNTAIN SURVEYS, INC.
 PREPARED FOR: **STEAMBOAT SPRINGS HEALTH & REC.**
 P. O. BOX 771211
 STEAMBOAT SPRINGS, COLORADO 80477

SCALE:	1" = 20'	DATE:	9-20-2017
PROJECT NO.	93-6 2015	SHEET NO.	2 of 2

I:\DWG\DWG 2017\93-6\93-6 STATE PLANE\93-6 STATE PLANE PA\93-6 STATE PLANE PA.DWG 9/20/2017 4:00:13 PM



LEGEND



PLANT LIST

TREES -

#	SYM	BOTANIC NAME	COMMON NAME	SIZE
5	asp	populus tremuloides	quaking aspen	2" cal.

SHRUBS -

#	SYM	BOTANIC NAME	COMMON NAME	SIZE
23*	rtd	cornus stolonifera	redosier dogwood	5 gal.
4*	ypt	potentilla fruticosa	gold drop yellow potentilla	
11*	arh	lonicera tartarica	arnold's red honeysuckle	
16*	ald	alnus tenuifolia	thinleaf alder	
16*	mug	pinus mugo big tuna	mugo pine	
7*	frg	calamagrostis acutiflora	karl foerster reed grass	1 gal.

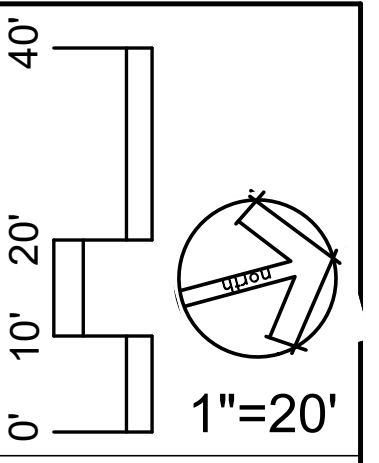
*Species of shrubs may be altered slightly by OTHS landscape personnel.

NOTES

1. Site layout plan provided by Steamboat Architectural Associates.
2. Site grading plan provided by Landmark Consultants, Inc.
3. All proposed landscape plantings will be under an automatic irrigation system.
4. All landscape will be maintained in a professional manner to industry standard.
5. Owner or architect to approve layout of all proposed work prior to installation.
6. Refer to grading and layout and materials plans for additional information on all proposed work.
7. This landscape plan is intended only as a City of Steamboat Springs planning submittal document. It does not contain the necessary information for construction.
8. Existing tree, shrub and boulder locations are approximate and located on plan thru field observation, not survey.

LANDSCAPING STANDARDS TABLE

Standards		Zone district Requirements	Proposed	Existing	Variance
Adjacent to Roadway	Landscape Buffer	18" along Hwy 40 80lf x 1.5'=120sf			
	Landscape Category	Moderate - 1 tree/400 sf = 0 trees		1	N
Parking Area	Setback Buffer	18" along Hwy 40 110lf x 1.5'=165 sf			
	Category	Moderate - 1 tree/500 sf = 0 trees		6	N
Interior		Moderate -360sf 1 tree/500 sf=0trees	5		
Number of Trees			5 total	7 total	N
Additional Requirements		Hanging baskets & portable planters	9 total		N



date 9-29-17
planning submittal
rev. 11-10-17
planning submittal #2
rev.

Landscape Plan

An expansion for:
Old Town Hot Springs
Steamboat Springs, CO



sheet #
L.100

ELECTRICAL SPECIFICATIONS

General Requirements

- SCOPE: Furnish all materials and labor required to execute this work as indicated on drawing and as specified, as necessary to complete the contract. Electrical work shall include, but not limited to, these major items:
 - Complete wiring system for new lighting and power as shown, including new panelboards, new conduits, new wires, new wiring devices, new control devices, etc. for a complete lighting and power system.
 - Complete feeders installation as required for new and/or electrical apparatus as shown on single line diagram and drawings.
- Complete provision, installation and connection of lighting fixtures, exit signs and lamps as specified and as shown on drawings.
- Provide grounding and bonding Facilities.
- Test of entire system and work.
- Operating, Maintenance and identification instructions manuals, if any.
- PERMITS AND FEES: Obtain and pay for all necessary permits, inspections, examinations and fees or charges necessary for execution and completion of electrical work.
- REGULATIONS AND CODES:
 - Applicable codes: National Electric Code (2014) Conform to the prevailing edition and amendments thereto of the Local Electrical Codes, pertinent NFPA publications and to the requirements of Federal, State or other City agencies having jurisdiction.
- CONDUIT AND WIRE:
 - CONDUCTOR SIZES AND TYPES: For sizes #10 AWG and larger, use copper THW or aluminum XHHW. For sizes #1 AWG and smaller, use only copper wire with 600V insulation, types TW, THHN, or THW - stranded in sizes #8 and larger, solid in sizes #10 and smaller. Control wiring shall be #14, stranded. Provide a minimum #8 wire per EC drawings.

SECTION 26-138 LIGHTING STANDARDS COMPLIANCE

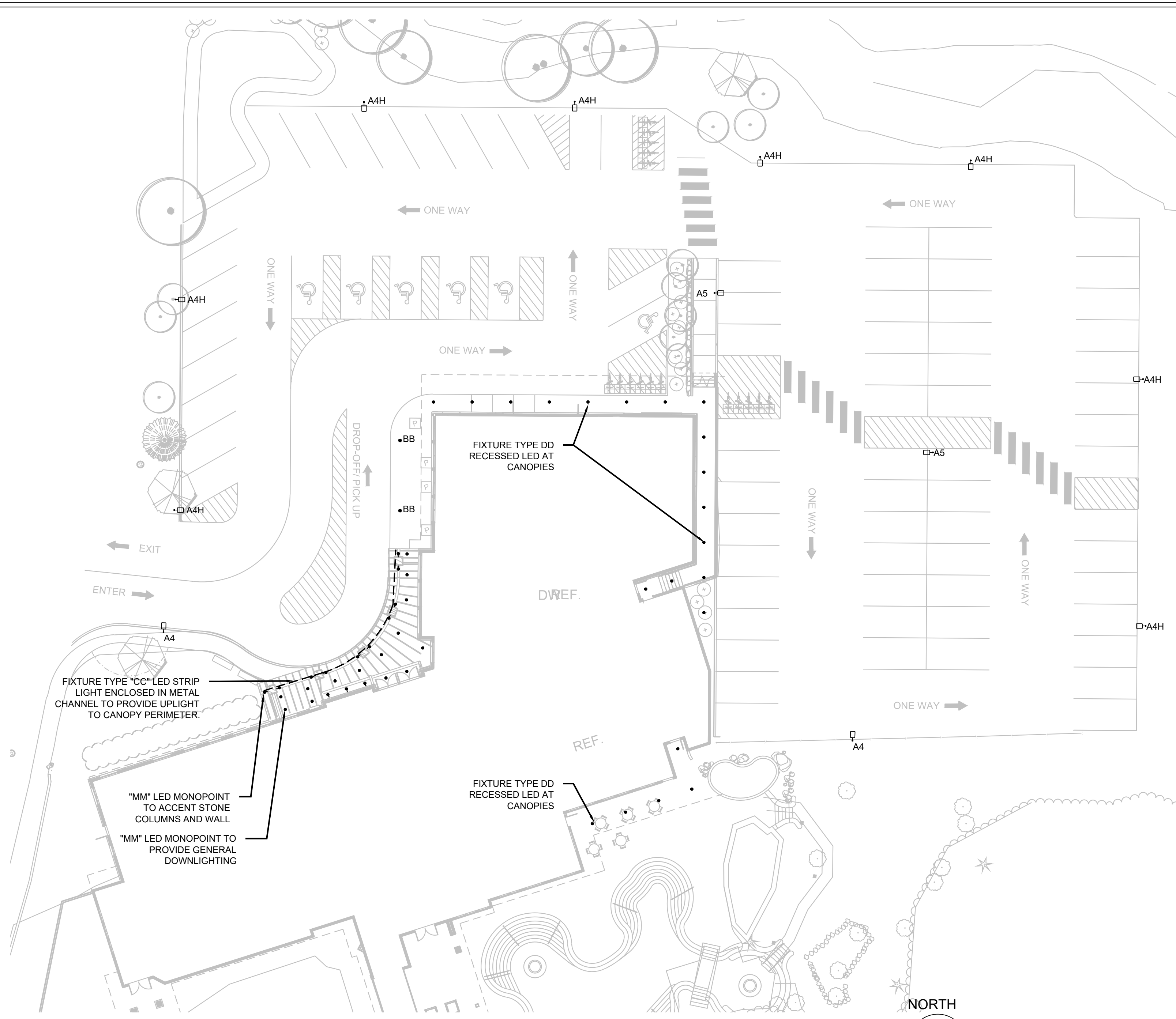
- SECTION 26-138 d.2: LUMINAINE. RATIO OF SOURCE LUMENS TO LUMINOUS AREA WOULD BE 10 A4/AS POLES TIMES 10,221 LUMENS, PLUS 2 BOLLARDS TIMES 1598 LUMENS, PLUS 50 DOWNLIGHTS TIMES 1000 LUMENS, PLUS 80 LF OF LED STRIP AT 350 LUMENS/LF, DIVIDED BY 40,000 SF PARKING AREA IS EQUAL TO 4.6. THIS RATIO DOES NOT EXCEED LIMIT OF 125.
- SECTION 26-138 d.3: POLE HEIGHT IS SPECIFIED AS 20', MAX POLE HEIGHT ALLOWED IS 20'.
- SECTION 26-138 d.4: 5: & 6: LIGHTING IS ALL DOWNCAST CUT OFF TYPE LIGHTING.
- SECTION 26-138 d.7: PROGRAMMABLE DIMMING IS SPECIFIED SO THAT LIGHTING CAN BE TURNED OFF OR DIMMED AFTER 11PM OR 1 HOUR AFTER CLOSING.
- PROPOSED LUMINAINE LEVELS AT PARKING AREA ARE TARGETED FOR APPROXIMATELY 1/10 FOOTCANDLE TO 1.5 FOOTCANDLE. UNDER CANOPIES LUMINAINE LEVELS ARE TARGETED FOR APPROXIMATELY 5-8 FOOTCANDLE.

GENERAL NOTES

THE ELECTRICAL CONTRACTOR WILL PROVIDE A WALK THROUGH WITH THE OWNER/ARCHITECT PRIOR TO FINAL ROUGHIN AS FOLLOWS:

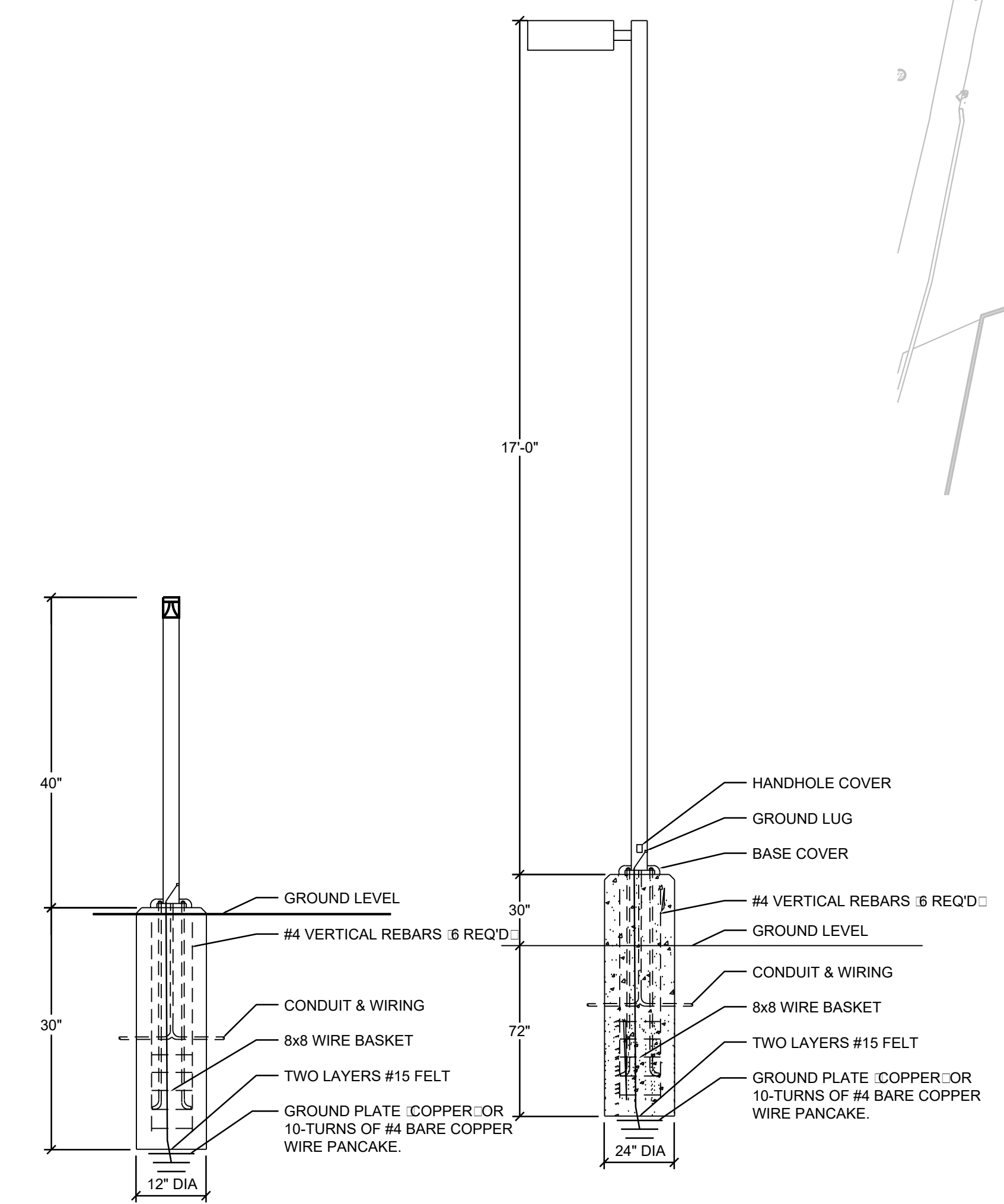
- CONFIRM ALL LOCATIONS FOR RECEPTACLES, IRRIGATION CONTROL AND POLE LIGHTS.
- CONFIRM POLE LIGHT LOCATIONS IN FIELD WITH OWNER PRIOR TO ROUGHIN.

IN GENERAL CONFIRM POWER AND LIGHTING REQUIREMENTS.



SITE LIGHTING PLAN

SCALE: 1" = 20'0"



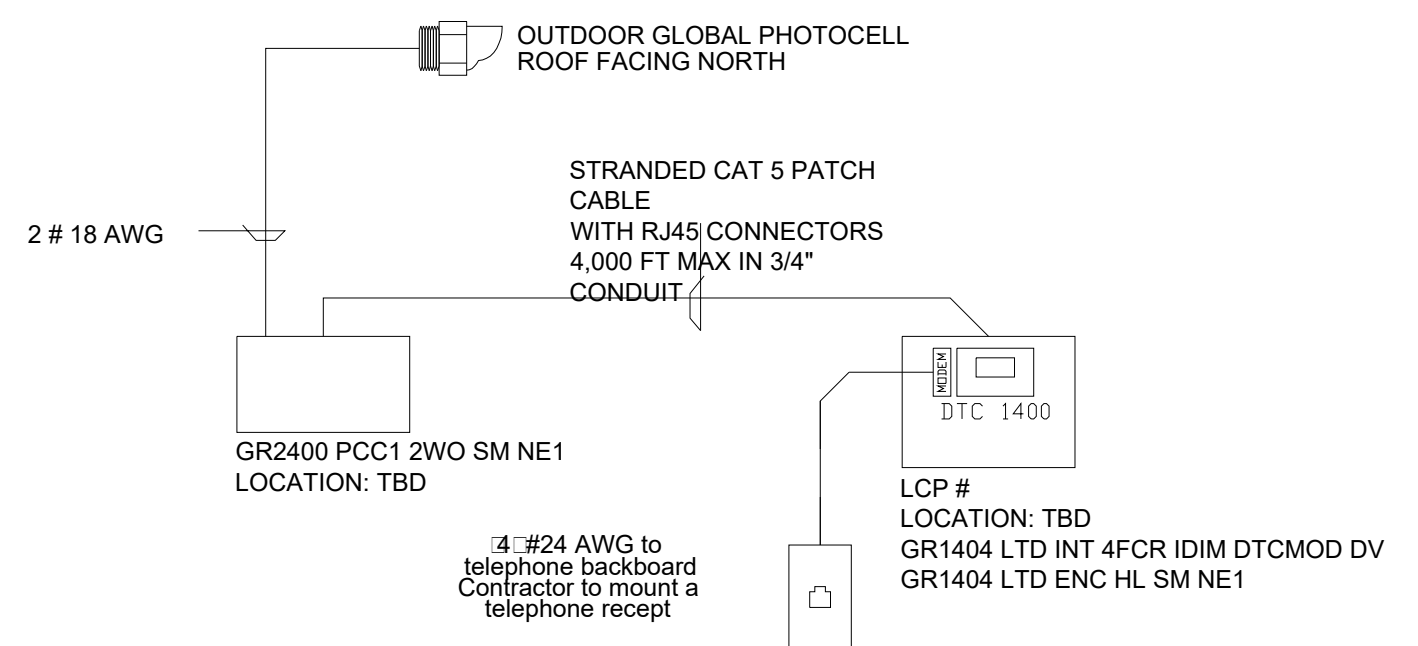
BOLLARD BASE DIAGRAM

NO SCALE

FIXTURE TYPE "AA"

POLE BASE DIAGRAM

NO SCALE



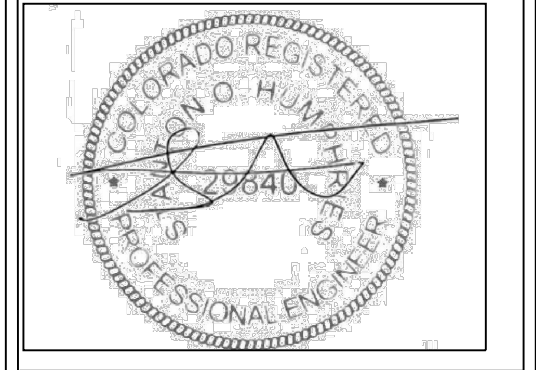
LIGHTING CONTROL SINGLE LINE DIAGRAM

NO SCALE

LIGHTING CONTROL SEQUENCE OF OPERATION

CONTRACTOR TO PROVIDE WRITTEN INSTRUCTIONS FOR OWNER PROGRAMMING. SET UP INITIAL PROGRAMMING TO PROVIDE THE FOLLOWING OPERATION:
 EVENING: PHOTOCELL AND TIMER TO PROVIDE HIGH LEVEL OF DIMMING.
 LATE-NIGHT HOURS: PHOTOCELL AND TIMER TO PROVIDE LOW LEVEL OF DIMMING.

aec
 Architectural Engineering Consultants
 Mechanical, Electrical & Lighting Design Services
 An Office with LEED™ Accredited Professionals
 PO Box 8489, 40801 US Hwy 6 & 24, Ste 214, Avon, Colorado, 81620
 Telephone: 970-748-8520
 www.aec-vail.com



**AN EXPANSION FOR
 OLD TOWN HOT SPRINGS**

136 LINCOLN AVE. STEAMBOAT SPRINGS, CO

AEC PROJECT #: 17059	
DATE: 09-29-17	ISSUE: PLANNING SUBMITTAL
Drawn By: SOH	Checked By: AEC

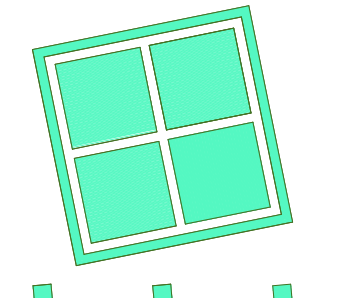
**SITE
 LIGHTING
 PLAN**

E1.0
 1 of 2

DATE	DESCRIPTION
29 SEPT 17	PLANNING SUBMITTAL
10 NOV 17	PLANNING SUBMITTAL #2

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steamboat springs, co. 80477

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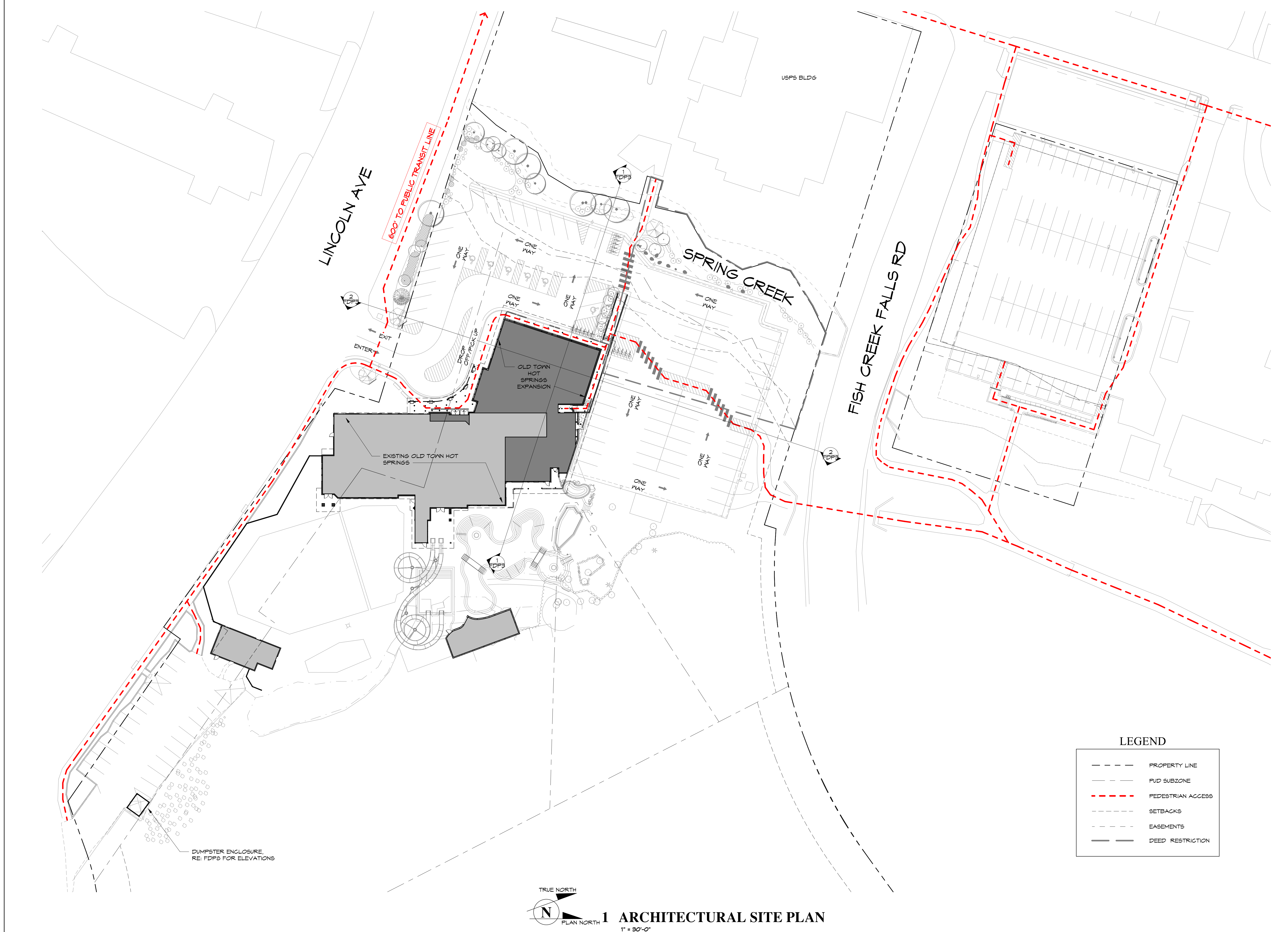


OLD TOWN
HOT SPRINGS

136 Lincoln Avenue, Steamboat Springs CO 80487

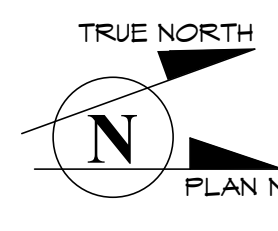
FDP1

16-36



LEGEND

---	PROPERTY LINE
- - -	PUD SUBZONE
- - - - -	PEDESTRIAN ACCESS
- - - - -	SETBACKS
- - - - -	EASEMENTS
---	DEED RESTRICTION



1 ARCHITECTURAL SITE PLAN
1" = 30'-0"

11/10/2017 9:57:50 AM C:\Users\Adam\Documents\OTHS v17_Adam.rvt

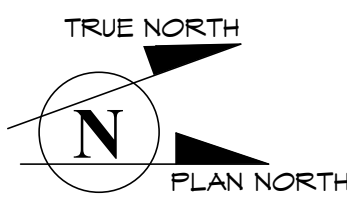
DUMPSTER ENCLOSURE,
RE: FDP2 FOR ELEVATIONS

11/10/2017 9:57:54 AM C:\Users\Adam\Documents\OTHS v17_Adam.rvt



LEGEND

	LINCOLN SUB-ZONE
	ACTIVE SUB-ZONE
	PASSIVE SUB-ZONE
	HEART SPRING SUB-ZONE
	SPRING CREEK SUB-ZONE
	SUPPORT SUB-ZONE

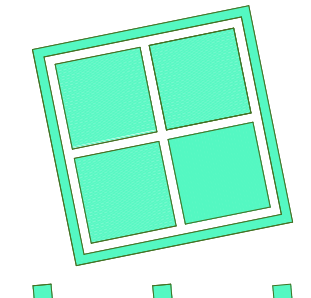


1 ARCHITECTURAL SITE PLAN W/ PUD OVERLAY
1" = 30'-0"

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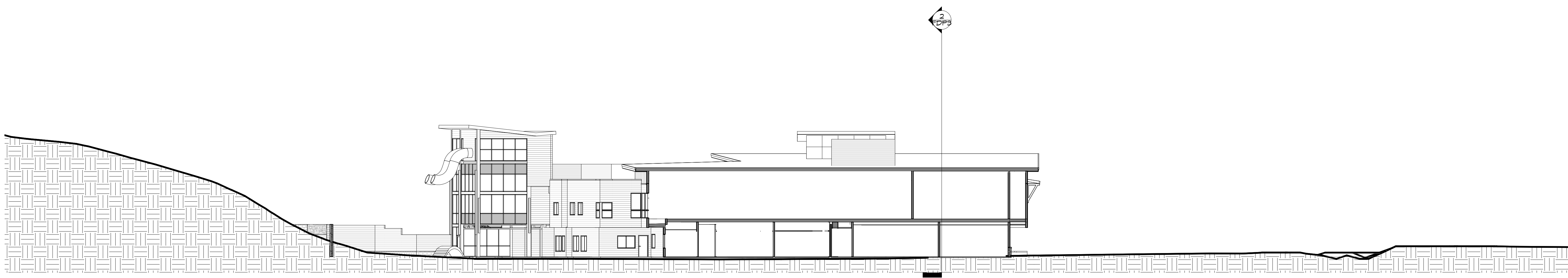


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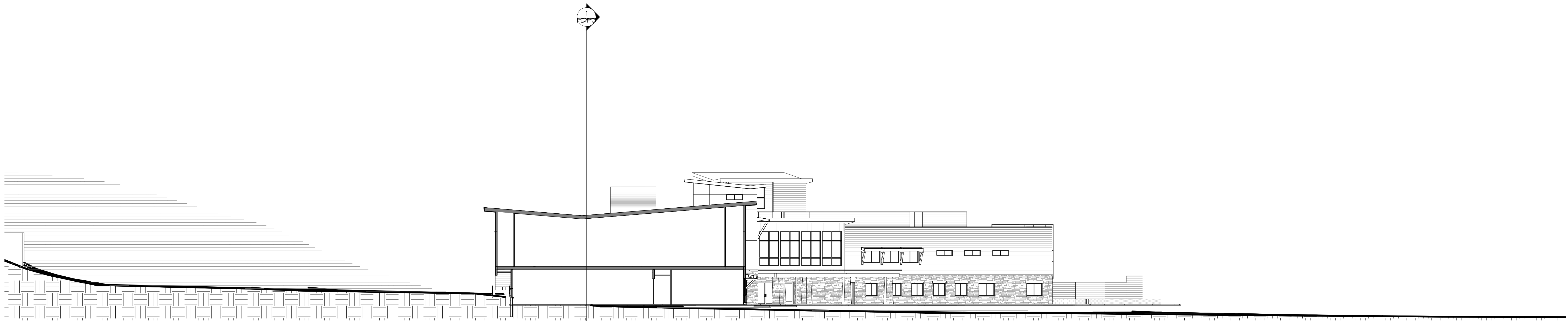
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HOT SPRINGS
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FDP2 16-36

DATE	DESCRIPTION
29 SEPT 17	PLANNING SUBMITTAL
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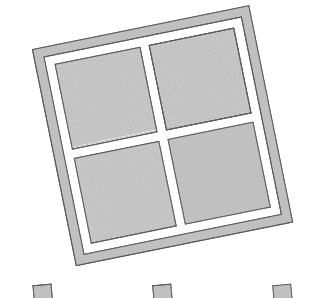
1 SITE SECTION
1/16" = 1'-0"



2 SITE SECTION
1/16" = 1'-0"

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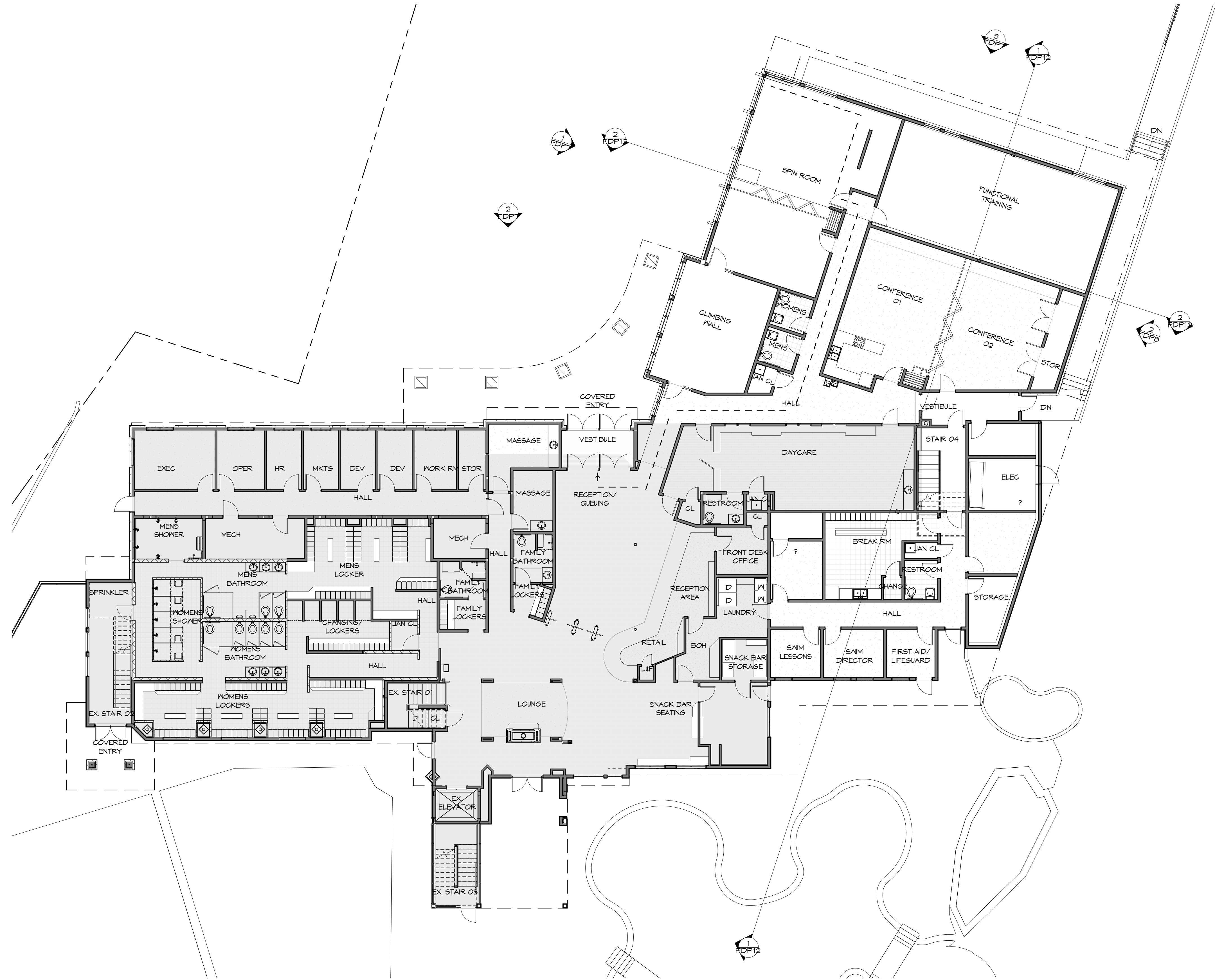


OLD TOWN
HOT SPRINGS

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FDP3

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TRUE NORTH

 PLAN NORTH
1 MAIN LEVEL PLAN
 3/32" = 1'-0"


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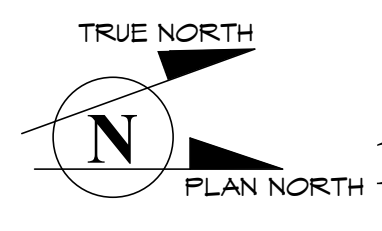
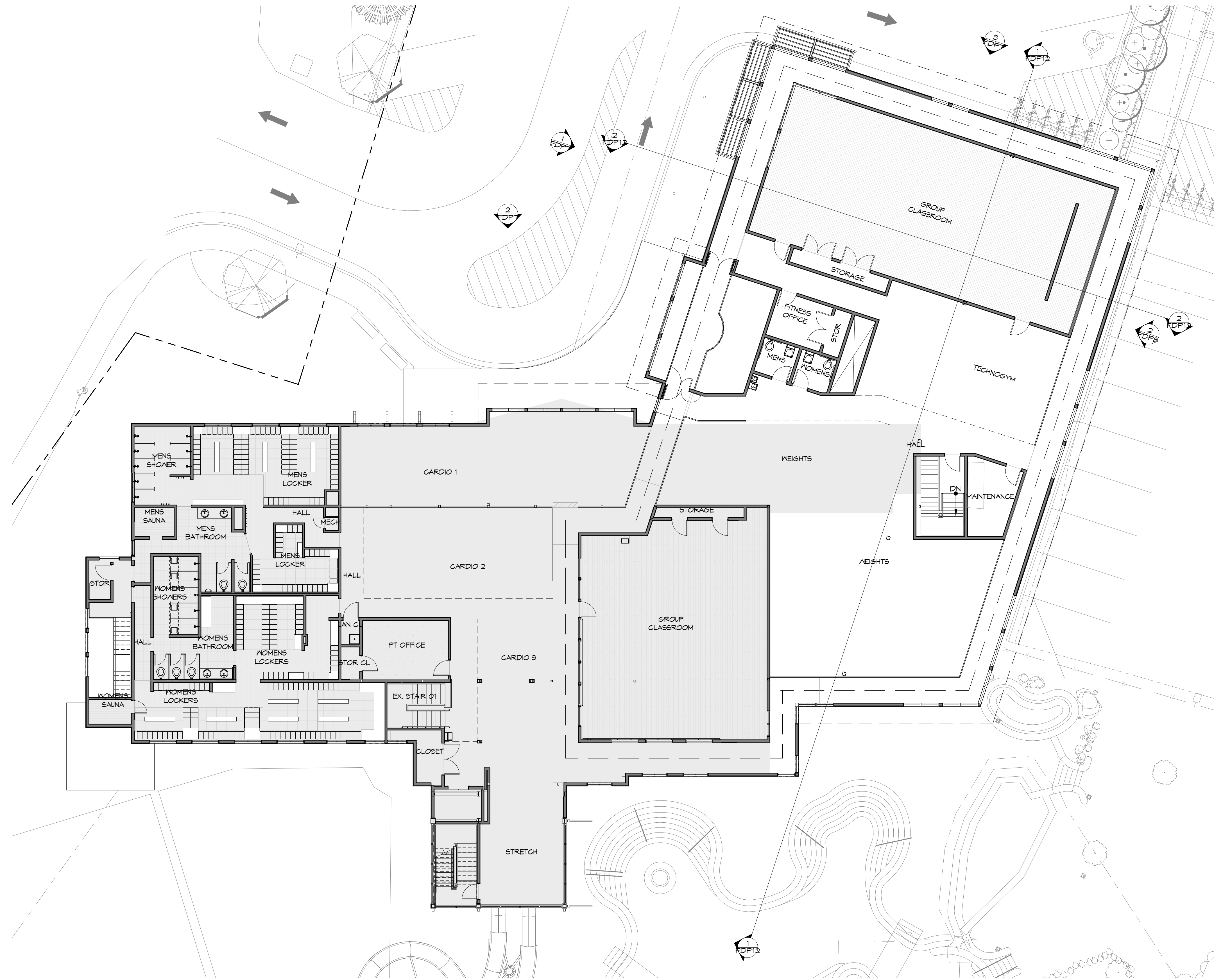
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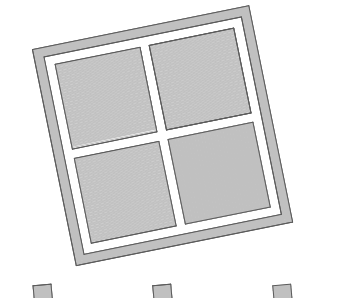


1 UPPER LEVEL PLAN
3/32" = 1'-0"

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**OLD TOWN
HOT SPRINGS**

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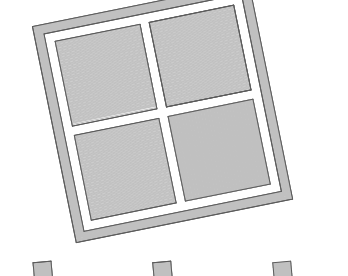
TRUE NORTH

 PLAN NORTH
1 ROOF PLAN
 3/32" = 1'-0"


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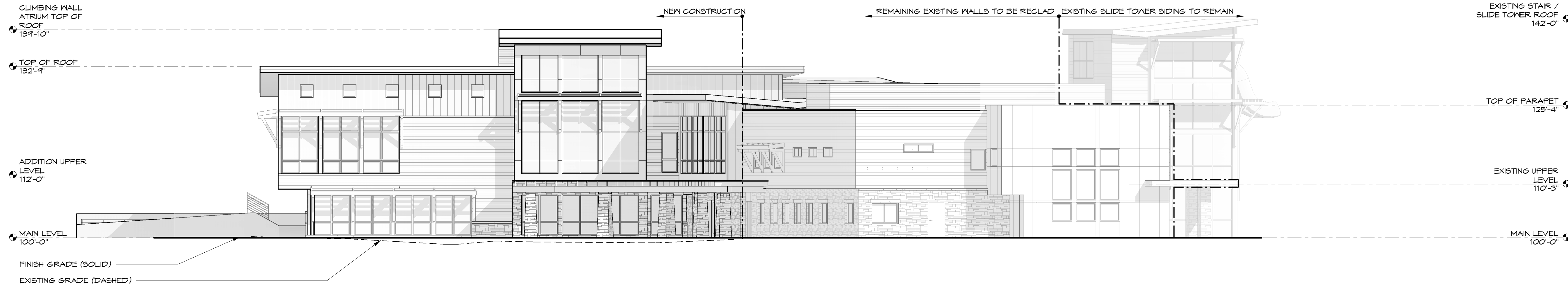
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1 SOUTHWEST ELEVATION
3/32" = 1'-0"



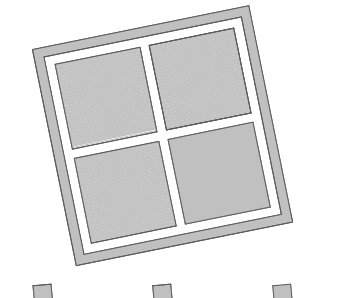
2 WEST ELEVATION
3/32" = 1'-0"



3 NORTHWEST ELEVATION
3/32" = 1'-0"

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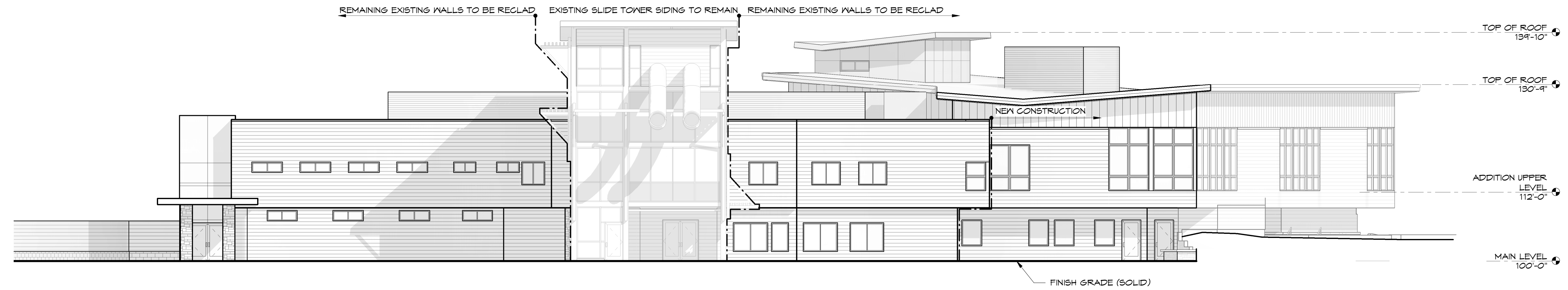


OLD TOWN HOT SPRINGS

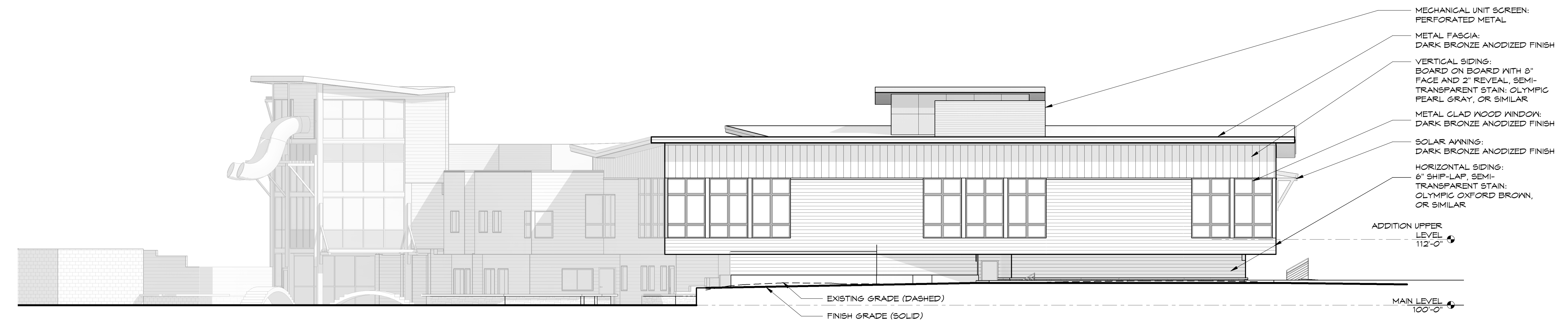
136 Lincoln Avenue, Steamboat Springs CO 80487

FDP7

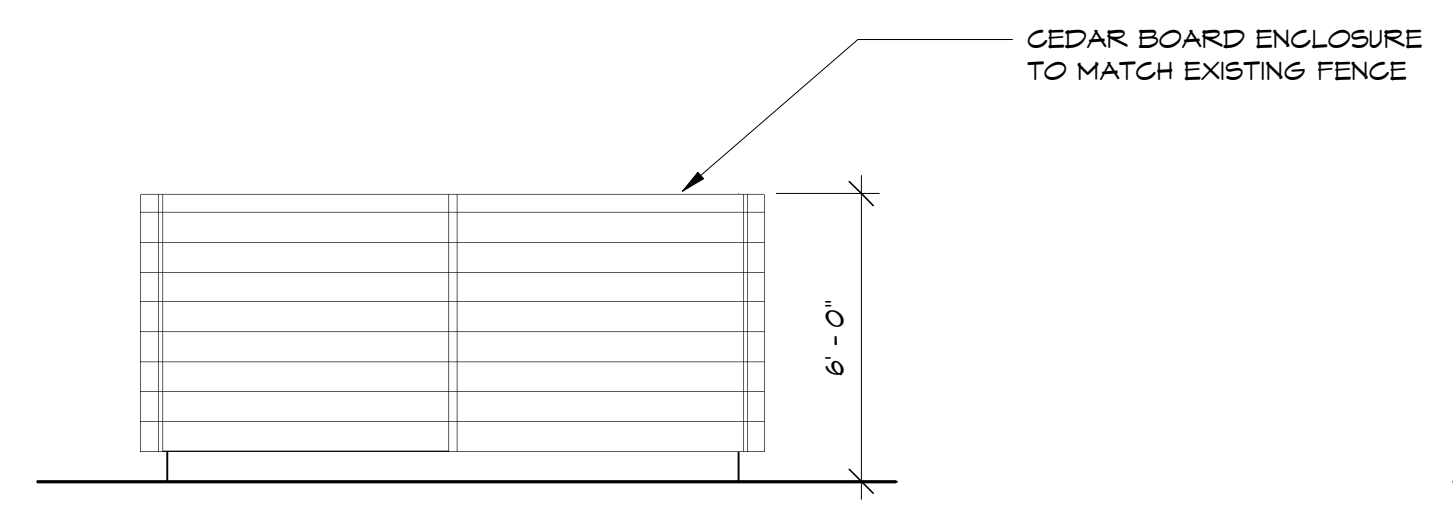
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1 EAST ELEVATION
3/32" = 1'-0"



2 NORTH ELEVATION
3/32" = 1'-0"



3 TRASH ENCLOSURE FRONT ELEVATION
1/4" = 1'-0"



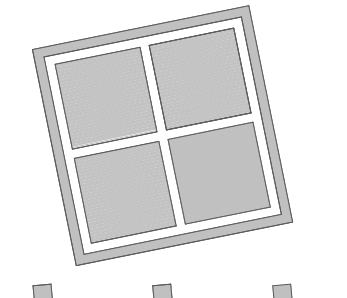
4 TRASH ENCLOSURE SIDE ELEVATION
1/4" = 1'-0"



5 TRASH ENCLOSURE REAR ELEVATION
1/4" = 1'-0"

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WALL AREA SF GLAZING %
2660 SF 1148 SF
43%

1 SOUTHWEST ELEVATION
1/16" = 1'-0"



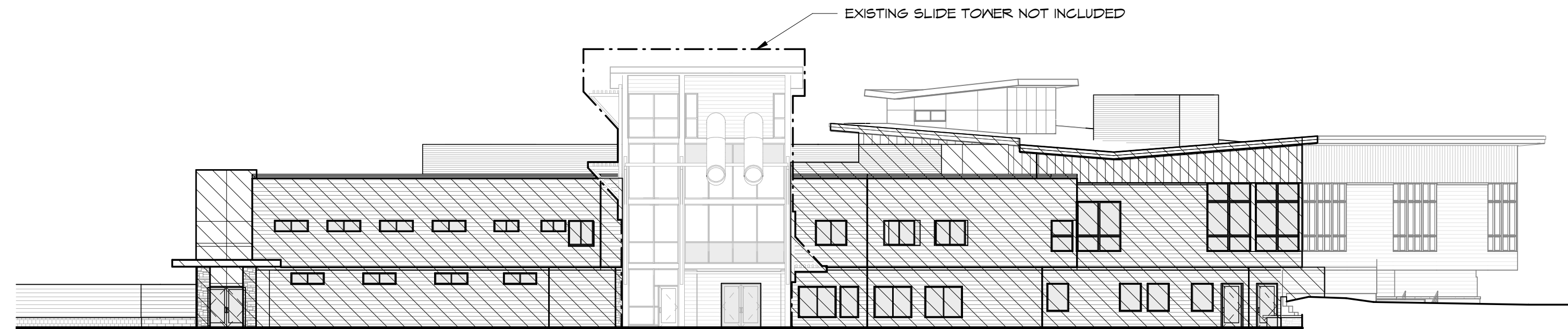
WALL AREA SF GLAZING %
2758 SF 705 SF
26%

2 WEST ELEVATION
1/16" = 1'-0"



WALL AREA SF GLAZING %
2543 SF 635 SF
25%

3 NORTHWEST ELEVATION
1/16" = 1'-0"



WALL AREA SF GLAZING %
4071 SF 746 SF
18%

4 EAST ELEVATION
1/16" = 1'-0"



WALL AREA SF GLAZING %
3088 SF 616 SF
20%

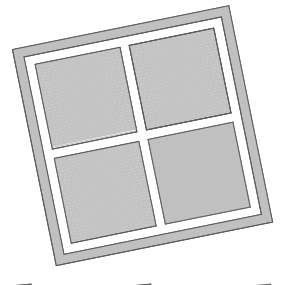
5 NORTH ELEVATION
1/16" = 1'-0"

LEGEND

	WALL AREA
	GLAZING AREA

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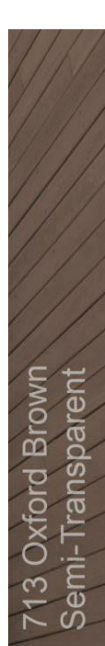
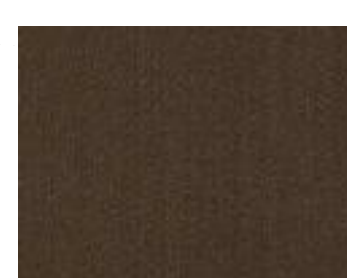


FDP9

16-36

DATE	DESCRIPTION
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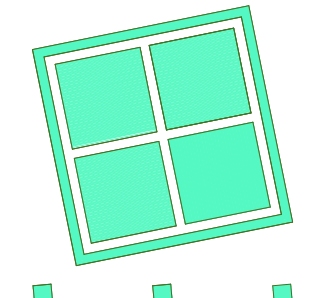
SOUTHWEST PERSPECTIVE VIEW

<p>Pearl Grey Semi-Transparent</p>  <p>VERTICAL SIDING: BOARD ON BOARD WITH 8" FACE AND 2" REVEAL, SEMI-TRANSPARENT STAIN: OLYMPIC PEARL GRAY, OR SIMILAR</p>	<p>713 Oxford Brown Semi-Transparent</p>  <p>HORIZONTAL SIDING: 6" SHIP-LAP, SEMI- TRANSPARENT STAIN: OLYMPIC OXFORD BROWN, OR SIMILAR</p>	 <p>ROOF FASCIA, SOLAR AWNING, METAL GLAD WINDOWS: DARK BRONZE ANODIZED FINISH</p>	 <p>METAL PANEL SIDING: 20 GA. HOT ROLLED STEEL: BLUSH-SILVER WITH CLEARCOAT</p>	 <p>STONE VENEER: ASHLAR LAY-UP NATURAL STONE, TELLURIDE STONE RICO STACK, OR SIMILAR</p>
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FINISH MATERIAL PALETTE

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AN EXPANSION FOR THE
OLD TOWN
HOT SPRINGS
136 Lincoln Avenue, Steamboat Springs CO 80487

DATE	DESCRIPTION
29 SEPT 17	PLANNING SUBMITTAL
10 NOV 17	PLANNING SUBMITTAL #2



1 MAIN VIEW



2 LINCOLN EASTBOUND VIEW



3 LINCOLN WESTBOUND VIEW



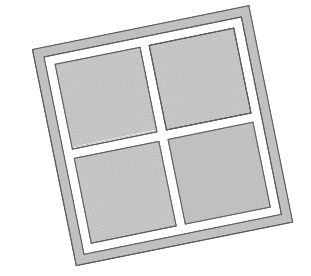
4 PARKING VIEW



5 HILLSIDE VIEW

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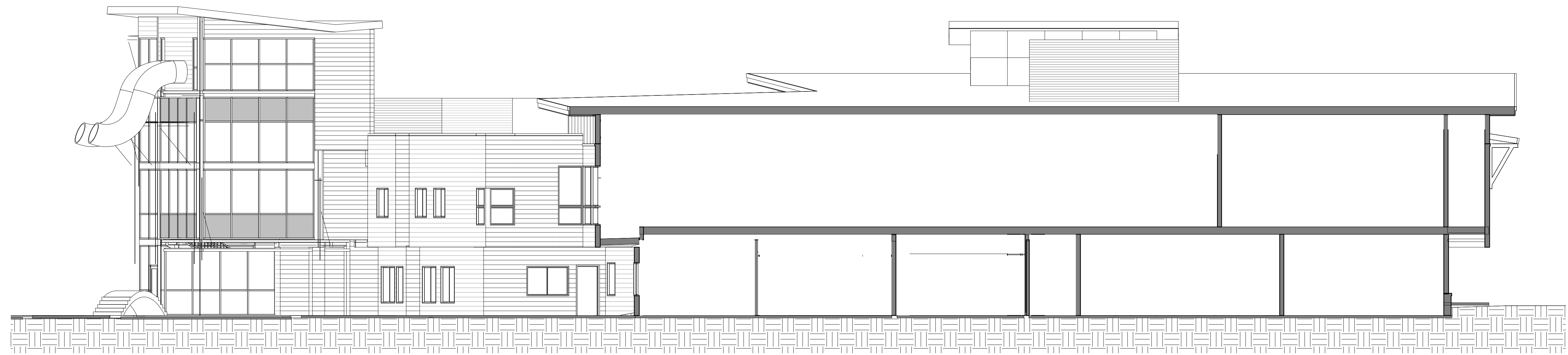
**OLD TOWN
HOT SPRINGS**

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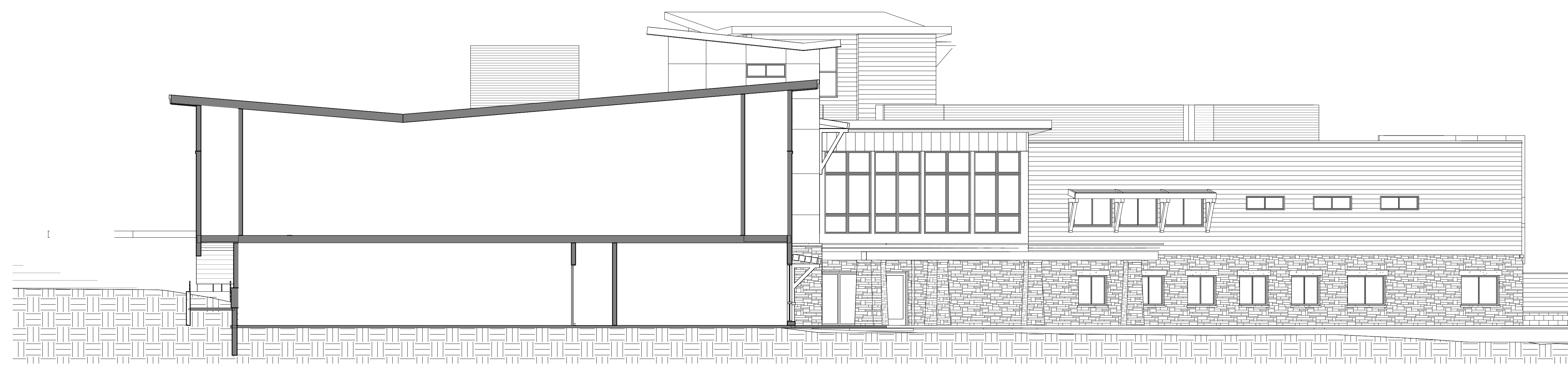
FDP11

16-36

DATE	DESCRIPTION
29 SEPT 17	PLANNING SUBMITTAL
10 NOV 17	PLANNING SUBMITTAL #2



1 BUILDING SECTION
1/8" = 1'-0"



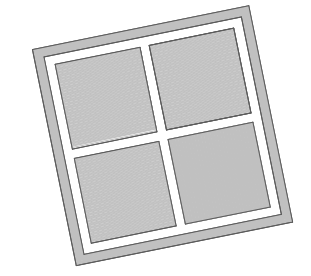
2 BUILDING SECTION
1/8" = 1'-0"



3 BUILDING SECTION
1/8" = 1'-0"

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FDP12 16-36

AGENDA ITEM #2



DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

M E M O R A N D U M

DATE: January 25, 2018
TO: Planning Commission
FROM: Tyler Gibbs and Rebecca Bessey
SUBJECT: Planning Commission Decision Authority

Based on the discussion at your January 16 policy work session, Staff understands Planning Commission's preliminary consensus is to recommend the CDC be amended to delegate decision-making authority to the Planning Commission for the following quasi-judicial process:

- Conditional Use
- Conceptual Development Plan
- Development Plan-Public Hearing
- Preliminary Plat
- Major Variance

Decision-making authority for all legislative acts, such as CDC Text Amendments, Zone Map Amendments, and Planned Unit Developments, would remain with the City Council. In addition, all decisions delegated to the Planning Commission would be subject to appeal to and call up by City Council per procedures contained in the CDC.

POTENTIAL PROCESSES FOR PC FINAL DECISION AUTHORITY

Highlighted in blue in table

Conditional Use

- Previously approved through Development Plan process.
- Decision-making includes discretion. Conditional Uses are not by-right; however, CDC identifies which uses may be permitted as Conditional Uses in each zone district.

Conceptual Development Plan

- Previously approved through Development Plan process.
- Will likely always include a Conditional Use or Variance or both.

Development Plan-Public Hearing

- Previously approved through Development Plan and Final Development Plan processes.
- Required for all projects greater than 16,000 square feet (even if there are no Major Variances).
- Required for projects of any size that include Major Variances.
- In the past, most Development Plans have gone to PC and CC because they include Variances or Conditional Use.

Preliminary Plat

- Required for subdivisions that include Major Variances and those that exceed a threshold for administrative review.
- May include vacation of right-of-way (which also requires an ordinance, similar to Easement Vacations).

Major Variance

- Previously approved through Development Plan process.
- Required to be reviewed concurrently with a Development Plan.
- Decision-making includes discretion.

Community Plan Amendment

- Community Plan adoption and amendment process is directed by the CDC, the Community Plan, and the City and County IGA.

Application Type ¹	Public Notice ²	Administrative Review		Public Hearing				Form of Decision
		TAC	Director	HPC	BOA	PC	CC	
Land Use								
Limited Use Permit			DM					Permit
Vacation Home Rental Permit	■		DM					Permit
Conditional Use	■	□				■	DM	Resolution
Site Development								
Conceptual Development Plan	■	■		□		■	DM	Resolution
Development Plan								
Minor Modification		□	DM	□		CU	CU	Letter
Development Plan-Administrative	■	■	DM	□		CU	CU	Letter
Development Plan-Public Hearing	■	■		□		■	DM	Resolution
Floodplain Development Permit		□	DM					Letter
Master Sign Plan		□	DM					Letter
Sign Permit		□	DM					Permit
Subdivision								
Preliminary Plat	■	■				■	DM	Resolution
Final Plat								
Major Subdivision		■	DM			CU	CU	Plat
Minor Subdivision	■	■	DM			CU	CU	Plat
Replat		■	DM					Plat
Condominium/Townhome Plat		■	DM					Plat
Easement Vacation	■	■				□	DM	Ordinance and Plat
Waiver of Replat		■	DM					Waiver
Extraterritorial Subdivision	■	■				□	DM	Letter
Variance								
Adjustment								
Minor Adjustment	■	□	DM					Letter
Major Adjustment	■	□			DM			Resolution
Variance								
Minor Variance	■	■	DM					Letter
Major Variance	■	■				■	DM	Resolution
Zoning								
Zone Map Amendment	■	■				■	DM	Ordinance
Planned Unit Development	■	■				■	DM	Ordinance
TND Regulating Plan	■	■				■	DM	Ordinance
CDC Text Amendment	■	□		□	□	■	DM	Ordinance
Other								
Community Plan Amendment	■	□				■	DM	Resolution
Annexation	■	■				■	DM	Ordinance
Pre-Application Review		■						Letter
Written Interpretation		□	DM					Letter
Substantial Conformance	□ ³	□	DM					Letter
Appeal of Decision		□				□	DM	Resolution
Legend								
TAC=Technical Advisory Committee			Director=Planning Director			HPC=Historic Preservation Commission		
BOA=Board of Adjustment			PC=Planning Commission			CC=City Council		
■=Required			□=May be required by the Planning Director or as specified elsewhere in this CDC					
DM=Decision Maker			CU=May call up the final decision for review					

AGENDA ITEM #3

FINAL PC WORKSESSION MINUTES
Planning Commission Worksession Minutes
January 8, 2018

STEAMBOAT SPRINGS PLANNING COMMISSION PUBLIC WORK SESSION MINUTES January 8, 2018

The regularly scheduled public work session of the Steamboat Springs Planning Commission was initiated at approximately 12:00 p.m. on Monday, January 8, 2017, in Rooms 113-114, Centennial Hall, 124 10th Street, Steamboat Springs, Colorado.

Planning Commission members in attendance were:

Chair Rich Levy, Vice-Chair Brian Adams, Lee Calihan, George Eck, Martyn Kingston and Tom Ptach.

Absent: Buccino

Staff members present included Staff Attorney Jennifer Bock, staff planner Toby Stauffer and Principal Planner Rebecca Bessey.

#1: DP-17-09, Torian Plum Condos. Unit C-A

Toby Stauffer:

This unit is in the upper building, so not where Slopeside is, but walk past that if you're going up towards Ski Time Square and there's a little building. There's a real estate office in there right now, and then there's this little space kind of adjacent to the stairway coming down into Torian Plum. So this was approved as an office use on the pedestrian level in the G2 for five years, which expires in May, 2018. So they're back to request if they can have an office in that space.

We have determined that this space is on the pedestrian level. This time around, based upon the previous use and the lack of investment and lack of change in anything up there that we've seen so far, we're supporting office in this space for another five-year term.

I did go take a walk through Torian Plum around lunch time during the week between Christmas and New Year's to check out what was going on up there. The restaurant spaces are pretty active; I did see some people going in and out of retail. There are quite a few real estate and other offices up there now and people going in and out of the Torian Plum offices. So I think it is still an active pedestrian space.

Ptach confirmed that the Sotheby's space next door has been office for upwards of 15 years.

Stauffer: There are eight office uses, seven restaurants and four retail shops up there. I believe all the office uses are either nonconforming or under a conditional use request. It's 600 square feet.

Kingston asked if this would set a precedent that would affect neighboring properties.

AGENDA ITEM #3

FINAL PC WORKSESSION MINUTES
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Stauffer: It's always a conditional use, so any unit in the G2 district would be given the same consideration. So I don't think there's any sort of precedent. We would look at each situation based on its access to the pedestrian level, level of activity, uses proposed, overall character, redevelopment, all those considerations. We're still in the same space we were when this came through the last time. We're still lacking a certain level of activity and development up there. I don't know if that can or can't be changed with the mix of uses at Torian Plum alone. It might take some more activation of the rest of Ski Time Square to get more people through there. But we're always considering that if we have active uses and spaces there, that's better than nothing.

Kingston asked whether the possible upcoming Base Area Plan update would have an impact on this decision.

Stauffer: We don't have any impending plan for the base area; we have our existing plan, which still calls for active retail spaces. There is a statement in the Base Area Plan with drawings that do call out some more active spaces that are useful and some less active spaces. If we did a plan, maybe we would consider this a less active space, but we have ruled it to be an active space for now. So it's evaluating the context of development plans, how we've been going in the community, how we're going in that area, and if we think this is going to have a big impact on that space or not. It's all debatable in the conditional use.

Eck asked if there have been other such conditional uses around town; staff pointed out a number of them.

Bessey: Those were all temporary uses. This is saying we're going to grant you a conditional use for a temporary time period. We're acknowledging that it's an active pedestrian zone but that the conditions in that area right now are not really conducive to retail. I think that's similar to what we did on 6th Street.

Adams: Five years ago staff didn't support something like this; now staff does. What's the catalyst for that?

Stauffer: We haven't seen anything really change up at Torian Plum; in fact I think the Tugboat has gone away since this approval. We don't have any new plan direction. We've also seen some changes with some other approvals in other places with this same pedestrian limitation. We've seen a shift in our policy or at least in the direction we're heading. We've seen at least one retail use close up there. I think some other restaurant uses have maybe opened. So there's been a little bit of change in character but not much. The offices are still functioning up there that have been there. The five-year time period gives us a chance to reevaluate and see if things have changed. Council did approve it and thought it was okay last time; not much has changed since then.

AGENDA ITEM #3

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Adams: It was more the on paper making it all fit within the criteria points rather than the logical direction. But things like Compatible with Community Plan. Our Community Plan hasn't changed since 2013, right?

Stauffer: It has not. The Community Plan in G2 still calls for a mix of uses and some active pedestrian areas. It does seem like the area is active, but it's a pretty small space that I'm not sure would have a really big impact up there. I think there are some other spaces if we wanted to look at those where we might have a different opinion.

Levy: Since Council overturned both a Planning Commission and staff recommendation the last time, does that change how staff evaluates it? Does the fact that Council apparently wants more of this change your review of it?

Stauffer: Only to the extent that it's a bit of policy direction for us. We understand that Council which represents the community wants to go in a direction that has some office at these pedestrian levels. I think our new code goes a bit in that direction as well. But our analysis was pretty similar.

Adams asked about any changes in required parking; Stauffer said she would confirm that there should be no impact.

Levy asked for an estimate as to the earliest a Base Area Plan Update could be completed; Bessey said probably early 2020.

Levy confirmed that the classification of this use by the applicant as client-oriented did not weigh into staff's analysis because it couldn't be guaranteed or conditioned. It just needs to be an office use, which could include real estate.

Stauffer: We did get one public comment from one of the owners of one of the retail stores. It sounds like he's a little bit concerned about the conditional use but also that he would like the same consideration to be granted to other spaces.

This space has been a small office a couple times now; nobody is in there now.

Levy: In your land use goals, the second one: Our community supports infill and redevelopment in core areas.

We always thought of infill and redevelopment as new construction or reconstruction, not just change of use.

Staffer: That's true. Probably a broad definition of redevelopment or infill.

Levy: And you didn't find any policies that conflicted with this proposal?

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Stauffer: I don't know if we have a policy that says we should have viable retail or what that means. But we have the zone district standard for G2 and what the purpose of G2 is.

Kingston: What's unviable retail?

Stauffer: I'm not sure. I don't think we have a definition for that. I think people like Tyler have more extensive knowledge of what it takes to make a successful retail. I don't think I found any conflicting policies other than we're trying to have viable retail, pedestrian-oriented in our G2 and downtown districts.

Adams: Staff thinks go for five years this time?

Stauffer: We did include five this time around – I guess because it worked last time. It seems like to get through a development process if anything were to change would probably take at least three years for any sort of thing up there to 2020 before we got any sort of plan direction.

Adams: Even if you had plan direction and then Lupo's was rebuilt, nothing would happen between that three years and five years to make us concerned about that.

Stauffer: That's true. It worked last time. Not much has changed. It's a good measure. It also doesn't preclude any retail or restaurant going in there at any time. Three years could also work; it just seems like a short amount of time for any real change to happen that would make a difference for this approval.

Kingston reiterated his preference that the city tackle the Base Area Plan first given the potential for redevelopment and the new company.

Levy confirmed with staff that they did bring this up to Council during the funding discussion for the Downtown Plan, but Council preferred to proceed with the Downtown Plan first.

TXT-17-04, Public Notice and Corrections Amendment

Bessey: We're 11 days into the new code, and we're going to amend it. This will probably be the first of many you'll see this year. We found a couple of minor errors in the code that we're cleaning up along with this, but the main component of this amendment is to slightly revise the public notice procedures for rezonings.

We're preparing to adopt an Entry Corridor Overlay zone to implement the Entry Corridor Standards that were previously included and adopted in the Urban Design Standards document. Those standards were incorporated into the code with the code adoption, but we need to now apply them to the map through a zone map amendment. In doing that, we're talking about a very

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large number of properties – pretty much all the properties that abut 40 on the south side of downtown, as well as all of those that abut 40 and Elk River on the north and west sides of downtown. It would not be practical to try to post a sign on each and every one of those properties. When it's a city-initiated project like this, we don't just set foot on someone's property and start placing signs around town.

This amendment would be adding footnote #2 under Property Posting Requirements for Zone Map Amendments that says: For city-initiated amendments that include multiple lots or property owners, the Planning Director has the authority to waive that posting requirement.

The mail notice would still occur to all the property owners as well as anyone within 300 feet of that corridor. We'll do the newspaper publication, and it will be on the website.

The few errors we found are:

Table 702-1, Conditional Use and Appeal of Decisions; we had letters listed as the final form of decision; those are both actually a resolution that would go before City Council.

The next three sections of the amendment were to fix incorrect cross-referencing.

Section 6 was a mistitled section.

On the last page we misspelled "chicken coup," so we're fixing that.

I'm sure these aren't going to be the last errors we come across. We'll try to couple these cleanup amendments with the larger policy discussions that we do.

I am working on that Entry Corridor Overlay zone map amendment; you should see that on the schedule pretty quickly. We wanted to get this text amendment adopted and effective prior to that.

Planning Commissioner Updates

None.

Staff Updates

Bessey: The next policy work session topic is Planning Commission Decision Authority.

ADJOURNMENT

The meeting adjourned at approximately 12:45 p.m.

AGENDA ITEM # 4

FINAL PC PUBLIC HEARING MINUTES 1/11/18

Planning Commission Minutes

JANUARY 11, 2018

STEAMBOAT SPRINGS PLANNING COMMISSION

PUBLIC HEARING MINUTES

January 11, 2018

The regularly scheduled public hearing of the Steamboat Springs Planning Commission was called to order at approximately 5:00p.m. on Thursday, January 11, 2018, in the Citizens' Meeting Room, Centennial Hall, 124 10th Street, Steamboat Springs, Colorado.

Planning Commission members in attendance were:

Chair Rich Levy, Martyn Kingston, Vice-Chair Brian Adams and George Eck.

Absent: Buccino, Calihan, Ptach

Staff members present were Staff Planner Toby Stauffer and Principal Planner Rebecca Bessey.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None.

#1: DP-17-09, Torian Plum Condos. Unit C-A Development Plan

STAFF PRESENTATION

Toby Stauffer:

This is a request for a conditional use to allow an office at the pedestrian level in the G2 zone, Torian Plum, Unit CA. An office is a use with criteria in the G2 zone district so long as it's not on the pedestrian level. So because this one is, it requires a conditional use. Those are uses that are generally consistent but may have more impacts.

In 2013, there was a request for conditional use at this property. At that time the director made the interpretation that this unit is on the pedestrian level. Also at that time there was some discussion at Planning Commission and City Council about whether this use could be approved, and if it could be approved with or without a term. It ended up being approved with a five-year term that expires in May, 2018. So they're back to renew that conditional use request. I think we've included the same term.

There's about 29 spaces at the Torian Plum at the pedestrian level: several retail shops, offices and restaurants. We did evaluate this against the Community Plan and the Base Area Plan and find that it can be consistent with several of the goals. We find that it's also consistent with other uses and the rest of the criteria.

AGENDA ITEM # 4

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Planning Commission Minutes
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On Monday we had a question about parking. There are two parking spaces required for an office use. This unit comes with two dedicated parking spaces in the parking lot below, so it should meet those standards. We haven't found any other impacts to date.

There was one public comment in your packet. Since then we've received three additional public comments: two that I just handed out to you and one phone call. An owner of a commercial unit was not in favor of this use; he didn't want to send an email but I said I would convey his thoughts to you.

APPLICANT PRESENTATION

Jill Brabec, Attorney, Applicant Representative:

This space has been used for an office for the past five years, and we're looking to continue that use. I think the rationale is essentially the same as it was when we came before you five years ago. Unfortunately, not too much has changed in Ski Time Square over the past five years. We still haven't seen redevelopment. The size and location of this 600 square-foot space is not going to create the critical mass for retail vibrancy in Torian. Most importantly, it hasn't, and it is not proposed to negatively impact either the residential or the commercial units nearby. We believe that having an active use in terms of office is far preferential to having a vacant storefront with a For Rent sign. That's really the reality of it.

We would like to see retail in there, but it isn't likely to happen in the near future. There's a lot of other factors that play into it; one of them is the restrictive covenant in Torian, which precludes a lot of retail sales that would otherwise look to occupy those spaces. So as a result of that and the fact that this space does not have a floor drain – so it's not likely to ever be a restaurant – office makes the most sense. If and when we get to a point that there is retail pressure and the market changes, you're going to see that demand and somebody's going to look to convert it. But I sincerely doubt that that's even a remote chance in the next five years.

I think Toby answered the parking question. We have two parking spaces assigned to the unit that we've confirmed with the potential occupant is sufficient for their needs. So we don't see that there's any parking impact on any other uses in the Torian project.

QUESTIONS FROM COMMISSIONERS

Commissioner Eck:

Toby, I think we talked a little on Monday about the whole conditional use with a time limit because I know we recently approved a conditional use for an office space downtown, and it can be an office forever.

Stauffer: We did approve another conditional use with a timeframe for a different office downtown. The timeframe does allow us to reevaluate the use in a few years; see if there's any change in the base area; if we've got a plan that's maybe dictating new things in that area. So it seems like the base area could be

AGENDA ITEM # 4

FINAL PC PUBLIC HEARING MINUTES 1/11/18

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an area of change with the potential for a new plan. There's been a lot of discussion about that and some direction from the community and Council to go there. So rather than approving it long term, it gives us an opportunity to reevaluate it in a few years.

Eck: It's either suitable as a conditional use there or it isn't, but I guess you're saying because we're expecting a new Base Area Plan, that might drastically change.

Stauffer: I think so. The office space that was approved downtown is in an area that will probably be included in the Downtown Plan; that's a similar situation here where the conditions might change. The space that was approved without a time limit is probably in an area that is not going to be included in the Downtown Plan, but it might. If the market demand is there for a retail or restaurant space, then it will likely fill up with that.

Commissioner Kingston:

I think I raised both of these during the work session: Why five years not three years, given the prospects of potentially getting a plan coming along in that three-year timeframe? Secondly, we talked a little bit about flat demand in terms of retail, and the applicant spoke well about the additional restraints on particular forms of retail in Torian Plum. Is there vacant retail space? If so, how much is vacant? How long has it been vacant? Have you looked at that?

Stauffer: I don't know the exact details. These applicants might know a little bit more. It did look like there was some vacant space – maybe a few units that I could see when I walked around up there.

Chris Paoli, Applicant Representative:

There's a space right upstairs from this to the right that's been vacant for a number of years. The owner of the space actually operated a thrift store out of there. She was fairly successful, but she was the owner of the space. We've stepped in to help her try and lease it. I think her rents were down to like \$15 per square foot, and there really wasn't anybody interested in taking it. I'd say that space is pretty similar to the one we're talking about right now in that it isn't really in the normal traffic flow, and there isn't really that much traffic. Even if we redevelop the base area and a bunch of stuff happens, it's not going to drive traffic through the Torian Plum stairwell, which I think is important for people to consider. Unless Doug Terry's building is torn down or Torian as an HOA decides to redevelop their vacant lot down there, we're not going to create any real reason to walk through the Torian Lane. If Ski Time Square gets redeveloped, the first thing is going to be the Thunderhead site because I think it's the only place anybody can make any math work. That site is going to just draw all the traffic up from Torian and Slopeside. There is vacancy up there, and it's hard to fill.

Stauffer: For the first part of your question: We considered a three-year and a five-year timeframe. We looked to the five-year timeframe because that was approved before so it seemed like a good number to work with. Also, based on our general direction from Council right now, we'll be working on a Downtown Plan over the next year or two. We may be able to do a Mountain Plan after that, but I think it's more realistic that we would get to that in five years rather than three. Those are both large planning efforts that have a lot of community involvement. If conditions were to change – either economically or

AGENDA ITEM # 4

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from a plan standpoint – it seems like a five-year timeframe is maybe more realistic along the lines of what Chris said. We may not need to be talking about this in three years if nothing has necessarily changed. In five years it might have changed. It's just a guess, though, so whatever you guys think would be best.

Commissioner Adams confirmed that there's no limit to how many times they can come forward.

Stauffer: Whereas if we approve this long term, it can be an office forever.

Commissioner Ptach:

Once a conditional use is granted for a space, that is tied to the space not to the occupant.

Stauffer: Correct.

Ptach: So by doing a time limit on this, this allows us to reevaluate if necessary with a different occupant in the space.

Stauffer: Right. It's really just for the use. Any type of office can occupy if this permit is granted.

Ptach: But if we didn't put the five-year term limit on it, in perpetuity somebody could use it as an office.

Stauffer: Right, and that may or may not be the vision of Torian.

Commissioner Buccino:

Chris, is that space up for sale now?

Paoli: It is.

Buccino: It's kind of a small space and a weird location for a retail space. I was doing a lot of work up there this summer and noticed it was vacant. Have you been trying to sell it or lease it with retail in mind or were you going with anyone that wants that space? Until now, you were losing your office status; you had to come back in and ask for it, correct?

Paoli: Our goal was to find anybody in the marketplace that would be interested in using that space for something and owning it. I can tell you that there are zero phone calls from anybody trying to open a retail operation. I don't know if you've ever read the covenant, but it's incredibly restrictive. I think it says "anything that's sold in a ski magazine..." It's been crickets from anybody in the retail world up there. That's the same challenge for the space upstairs from this one.

Brabec: There is actually an offer on the table for an office use. So if this is approved, we anticipate we can move forward quickly and that space would be occupied within a 30-60 day timeframe.

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Buccino confirmed that the buyers understand that the conditional use is for five years.

Commissioner Levy:

One of the emails we have from the Hanson's about potentially having the whole retail disappear and all become office space because that's the easiest thing to do as is being presented tonight. This could create a cascade effect. Can you talk about whether this application sets precedent? If at some time we could say no, we have too much office there. Even though we've allowed it in the past, we're drawing a line in the sand of no more?

Stauffer: I don't believe that this application sets a precedent. Each unit that wanted to be an office would have to go through this same process and we would have to weigh it against the impacts and criteria. I think in different sections of Torian Plum that are identified in the Base Area Plan, office would be less supportable than in this particular unit. So we would I think continue to have a discussion, but we don't have a specific limit on how many offices and when we would call it quits up there. I think it would still be discretionary, and at some point we would stop meeting the intent of the G2 zone district. I would hope we would have a policy discussion to create that direction for the future before we have too many more use discussions on these units. But I think it would happen one way or the other. The best way for it to happen would be through a plan, but if not I think it would happen through these hearings and we would evaluate it subjectively. I don't feel like we would eliminate all retail and restaurant uses. I think these uses are conditional. It is a little unpredictable for those applicants who seek these, but there's no guarantee of approval.

Levy: I saw in the 2005 Mountain Town Plan that it said we should have a study to say what amount of retail is required. There's no doubt in my mind and probably most commissioners that the current Mountain Area Plan is outdated in many respects. But is that is still the plan of record, and we're supposed to still adhere to that as best as we can.

Stauffer: It is still the plan of record. We do try to adhere to it. I did review it for this application. It does still call for a mix of office and retail uses in that area. It has some sketches about where more critical commercial spaces would be, and Torian is included in that. It is actually sort of outlined on one side of Torian that the long side of the walk with Café Diva is included in that; so the side where this unit is is not included in that critical commercial component. It still is in our zoning code, so we don't differentiate that specifically. I think the plan still provides guidance for commercial areas. It is less relevant in some areas, but I think it still gives us a good goal for the mix of uses that we want to see up in the base area.

Levy: Can you remind us how the covenant really plays into our decision making?

Stauffer: I don't think it does. You could use it as a justification for this, but I think we really have to look at the land-use impacts from this office use. Does this office really make the rest of Torian Plum less viable? Or would a retail in this space really add to the viability of retail in that area? Those are all subjective. The covenants are a constraint. I think that can just be considered in making your opinion, but there's not a lot we can do about them.

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Ptach confirmed that the city does not enforce HOA covenants; they are a civil issue between the owners of the units.

Stauffer: From a land use standpoint in this case, those covenants sound like they do restrict retail quite dramatically, but restaurant could also be on the lower use. You heard Jill talk about the floor drain. There could also be other retail items that could happen in this space. So from a zoning and land-use perspective, other retail and restaurant could still happen here.

Adams: If HOA covenants were changed, the city would have no way to be a part of that. So making a decision based on HOA covenants does not make very much sense.

Stauffer: If those covenants change, this unit might be really viable for retail. But again I think the market would dictate, and that comes back to the private nature of all of that.

Levy noted the estimate of retail/office spaces on Page 1.3.

Stauffer: And I did go up there and walk around Torian Plum between Christmas and New Year's. It seemed like a really active area. I could see some vacant spaces and a lot of occupied spaces; lots of people using the retail and restaurants. I still believe that it's appropriate that it's on the pedestrian level.

Levy confirmed that Stauffer's estimate was that 8 out of the 29 units were office.

PUBLIC COMMENT

Stauffer conveyed Ron Paul's comment that he is opposed to any changes in Torian. They don't need any more office; they only need retail and commercial.

COMMISSIONER DELIBERATION/MOTION

Commissioner Ptach:

I am in agreement with staff's analysis that this proposal is consistent with the Community Plan, surrounding uses, minimum adverse impact and minimizing environmental impact.

Commissioner Eck moved to approve DP-17-09 limited to a five-year term from the date of approval. Commissioner Adams seconded the motion.

DISCUSSION ON MOTION

Eck: I don't see the need for this five-year approval. We're talking about how the area might change or the plan might change. That's true about any property anywhere in the city. It either is suitable now as a conditional use or it's not. I don't see why we are throwing on strings just because the area could change in the future. So I would omit the five-year sunset.

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Ptach: If we had a new Base Area Plan, I would probably go along with you on that. I prefer to put the five-year limit on it at this point in time pending a new Base Area Plan. Then if it comes up again in five years, i.e. we haven't adequately addressed it or at least allowed it, then we've got a good picture of what's going on. My anticipation is that this type of space would – well, my crystal ball is not that clear. But I don't welcome the friendly amendment.

Adams said he agreed with Ptach.

Adams: To kind of build on Rich's question earlier, if we are still working on the '05 Base Area Plan, those goals are still suggesting that retail is much more preferred. I think the time limit makes a lot of sense – at least at this point. If we do a new Base Area Plan, and if that plan looks in a different direction, then I think it makes a heck of a lot more sense. So for tonight, Toby's findings you're your recommendation I very much agree with.

Levy: I'll be supporting the motion as well. For me the main factor is the current economic and development situation there. We certainly hope that things are going to change. If things don't change, we're going to have bigger problems and discussions than whether we put an office in a 600-square-foot space. If redevelopment happens and everything else stayed the same, I would be pushing for retail on ground level. I actually voted against the previous request. Five years have gone by and things certainly have not gotten better up there.

Kingston agreed with Levy.

Kingston: I'll be supporting the motion for several reasons: The data on the mixed-use portion of the 2005 plan and coming back with general findings of 8 commercial spaces amidst 29 total commercial spaces including retail. I also was taken by the difficulty in the retracting market generally in retail at ski areas and the fact that this 600-square-foot unit when you look at the cost per square foot for that type and size of unit makes it pretty unlikely I think that retail is going to occupy that unit in the foreseeable future. We've certainly seen some difficulty with filling retail space coupled with the fact that the HOA restrictions make it less likely that we'll see those retail units filled. I go down there quite a lot, and I'm not fully convinced by Toby's statement that it's an energetic space. If you go down there, three quarters of the year you're looking at a desolate, bleak place. When you bring office workers into a place like that, I think you can only bring some life and a little bit of vitality, which is much needed there. So I'll definitely support Tom's motion.

VOTE

The motion carried unanimously.

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#2: TXT-17-04, Public Notice and Corrections Amendment

STAFF PRESENTATION

Rebecca Bessey:

This is the first of probably several text amendments that we will be considering this year because as you all know, we just adopted the new Community Development Code, and I assure you it was not perfect when we adopted it. So we are going to find some errors that we need to clean up, and in addition to that, we've committed to addressing some policy discussion items that have been on your agenda for quite some time. We anticipate a number of text amendments coming through Planning Commission and City Council this year, this being the first.

The majority of this one is cleaning up a couple of minor errors that we found in the recently-adopted code. The conditional use process and the appeal of decision process we incorrectly listed the final form of decision as a letter. Since both of those items go to City Council, they are actually passed by resolution.

We had some incorrect section referencing in the Dimensional Standards of some of the TND zone districts, so we're cleaning that up.

Section 600 of the code was incorrectly titled "General Provisions" so we're proposing to change that to "Organization of Standards."

The last error we're cleaning up is an incorrect spelling of chicken coops, which occurred three times in that section.

The more substantive part of this is proposing to slightly revise the public notice requirements for zone map amendments, specifically addressing the property posting requirement. Those are the yellow signs that get placed on property whenever there's a development application that comes into the Department for review. For rezonings of a large number of properties, placing a sign on every property or even in meaningful locations that would give the public some understanding of which properties were proposed for rezoning, we don't believe is practical to achieve. It's easy when it's an applicant coming to us with a development proposal; we can tell them that's required that they place the yellow sign on their property. When it is city-initiated rezoning it becomes a little bit trickier to make sure that those signs are placed on private property.

When we adopted the updated CDC, I had explained to you that there would be a zoning map amendment coming shortly after that would adopt the Entry Corridor Overlay zone. Those are not new standards, but it is a new overlay zone to the map, so we have to go through a formal zoning map amendment to place that overlay zone on a large number of properties. We don't feel that it's practical for us to be able to place a sign on each of those properties. So what this amendment would do would place a footnote in that public notice table that would indicate that for city-initiated rezonings that include multiple lots and multiple property owners, the Planning Director has the discretion to waive that requirement. So if it's achievable, we can do it. We don't want to grant a blanket waiver. It would be left to the Planning Director to have that discretion of when it's practical and when it's not. All other public notice requirements would still be met, so there would be the mailing to all the property owners

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who are proposed for the rezoning as well as all the property owners within 300 feet of those properties, as well as the newspaper publication and the website publication that we do.

QUESTIONS FROM COMMISSIONERS

Adams: I really like that it does say “may be waived” and that it doesn’t necessarily have to if it doesn’t make sense. But if the city initiated a zoning map amendment change to say a Public Park or something to change it, and it’s not multiple lots or property owners, is the Planning Director allowed to say no, we’re not going to tell anybody about it?

Bessey: That’s certainly not the intent, and I think the way this is worded, the discretion is only there if there are multiple lots and multiple property owners – especially if it’s a city-owned piece of land, we have the ability and the authority to place the sign out there. So the intent here is not to circumvent any reasonable effort to give public notice. Even if it’s a city-initiated rezoning of five lots, and it’s reasonable, and the property owners agree that we place the signs out there, we’ll do that. With the Entry Corridor Overlay zone, we’re talking about every piece of property that fronts US40 and Elk River Road outside of downtown. That’s a pretty significant number of properties; it’s not practical to place these on every property. I don’t think it’s practical or informative to place them in certain locations because then you don’t see it as a cohesive zoning request. It may give the impression that there’s different things going on several properties apart.

Levy: In the cases that you describe there’s going to be a larger public outreach and public discussion time. How are we assuring that the people who may have normally seen the yellow signs are now going to be reached and notified, and if that should be included in the footnote somehow – whether it’s extended public outreach, public hearings...

Bessey: I trust that the Planning Director would always be acting in good faith to make those efforts. I hesitate to codify something like that when we don’t know what that means. Are we going to debate what length of additional publication or publicity that we have to go through? In addition to that, I don’t anticipate that this is a scenario that we’re going to see very often. The city doesn’t typically initiate rezonings, although we do have the authority to do that.

Levy: How does that work with the future land use map? We don’t do any types of postings if we’re making amendments to that?

Bessey: We do. The future land use map amendments – every Community Plan amendment if it is specific to a piece of property, we do notification (mail/posting.) So if we had someone come in who wanted to change the future land use designation on a certain parcel or group of parcels to precipitate a rezoning request, we do notification for that. If it’s a general future land use or Community Plan amendment or update that deals with the entire community, then we don’t do a posting or mailing, but we certainly publicize that and go through a long, public process to address those – similar to a text amendment. We put this in the newspaper, but we don’t mail to everybody in the city and we can’t post

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a sign that advertises this type of change; it affects everybody equally, so we rely on the newspaper notification.

PUBLIC COMMENT

None.

COMMISSIONER DELIBERATION/MOTION

Commissioner Eck moved to approve TXT-17-04.
Commissioner Buccino seconded the motion.
The motion carried unanimously.

#3: Approval of Minutes: November 9 Public Hearing

Commissioner Adams moved to approve the November 9 meeting minutes; Commissioner Ptach seconded the motion.
The motion carried unanimously.

#4: Approval of Minutes: November 16 Public Hearing

Commissioner Eck moved to approve the November 16 meeting minutes; Commissioner Buccino seconded the motion.
The motion carried unanimously.

Director's Report

Bessey: The Tuesday work session is the first of our policy work sessions this year where we're kicking off our work program to move through our list of policy changes. We'll be discussing Planning Commission final decision-making authority.

Adjournment

Commissioner Ptach moved to adjourn the meeting at 5:45 p.m.
Commissioner Eck seconded the motion.
The motion carried unanimously.