



MEMORANDUM

TO: DILLON TOWN COUNCIL
FROM: NED WEST, SR. TOWN PLANNER
SUBJECT: PLANNING UPDATE
DATE: OCTOBER 18, 2022 [REVISED FOR OCTOBER 28, 2022 PLANNING COMMISSION]

Planning & Zoning Commission Update:

Regular Meeting, October 5, 2022:

Approval of Resolution No. PZ 10-22, Series of 2022. **(PUBLIC HEARING)**

A RESOLUTION RECOMMENDING APPROVAL OF AN ORDINANCE AMENDING CHAPTER 17 OF THE DILLON MUNICIPAL CODE REGARDING MAINTENANCE AND IMPROVEMENT OF EXISTING FACILITIES IN WETLAND BUFFER AREAS

Discussion Items:

- Constitutional considerations related to the Sign Code
- Comprehensive Plan

Payment Plan for Water & Sewer Tap Fees:

Staff seeks Town Council's input on whether a payment plan might be considered for the payment of water and sewer tap fees related to a change in use in an existing multi-tenant building. The Town has contacted two (2) cleaning companies in [REDACTED] [in Town] that have installed commercial washing machines and dryers. These companies provide cleaning services to the short-term rental market. We are working with these businesses to bring them into compliance with the Building Code and the Town's requirements. Based on the three (3) commercial washing machines identified, the Town has invoiced the building owner \$71,112.00 for 4.8 EQR's. The business owner's have indicated that the building owner is not willing to offer them a payment plan for the fee [REDACTED].

Based on a review of the Dillon Municipal Code, it appears that a payment plan and agreement can be entered into with the parties [Building Owner and Tenants] and the Town for existing buildings wherein there is a change in use requiring additional tap fees. [REDACTED]

[The Town Council discussed the topic and expressed support of local businesses and felt that Town staff should do what they can to accommodate the businesses to the greatest extent possible.]

Development Application Review & Long-range Planning:

- Level I, II, & III Development Application pre-application meetings, application processing, coordination, and permit issuance
- Planning Cases = **139** thus far this year; there were 113 cases to date thus far last year [as of 10-13-2022]
- Coordinate projects under or preparing for construction: Summit Urgent Care (the opening date was anticipated to be in August, but work continues on the project and the opening date is now anticipated in October or November); Panera has started the tenant finish project; Snarf's deck project pending Building Permit; Homewood Suites final improvements (painting roof top units); various private remodels, commercial tenant projects, and roof and window projects; Rivian Electric Vehicle Charging Station (waiting for Miller Real Estate and Petco approval).
- Coordinate design concepts for renovation of the County owned property for Summit Stage transit employee housing.
- Project and Building Department inspection coordination, project inspections, and project signoffs. Also working with the Building Department for enforcement and Code compliance in several buildings in the Town Center.
- Review master sign plans, coordinate sign applications, review preliminary sign submittals, and issue sign permits
- Building Energy monitoring review, community coordination, Climate Action Collaborative meetings
- Code review & amendments: work on new Sign Zones – Parks & Waterfront and Core Area; Sign branding and consistent messaging; work on Chapter 16 potential Code amendments
- Comprehensive Plan edits and development of new Plan sections for Recreation & Tourism and expanding water conservation, incorporating the Colorado Water Plan into the Town's Comprehensive Plan. Will coordinate the Recreation & Tourism section with the Town's recreation department. The Comprehensive Plan will go through a public hearing process before both the Planning Commission and Town Council during the final approval process. The Planning Commission has been discussing various aspects of the Plan in public meetings for quite some time and has gathered public feedback through a survey which received 279 responses; please refer to [redacted] [the survey results provided in the Comprehensive Plan Discussion Item] to this memorandum. The Planning Commission is now targeting early 2023 for finalizing amendments to the Comp Plan. This effort is being done entirely in-house.
- Economic Development Advisory ("Action") Committee (EDAC) meetings
- GIS mapping and data set development; work on Sign Zone mapping; work on Zoning Map Amendments (reflecting PUD's and other cartography revisions), map preparation for planning cases and hearings
- Enforcement action for noxious weeds observed on private property in the Town - ongoing

Technical Assistance Program Wayfinding Signs:

The Town has entered into an agreement with the University of Colorado – Denver (UCD) Technical Assistance Program (UTAP) to engage students in providing design concepts for Town-wide wayfinding signs. The Town is interested in branding signs and providing a unified messaging platform for wayfinding signs and other Town signs in general. This ties-in with the work the Planning Commission is doing to create

new sign zones related to the proposed Core Area and Parks & Waterfront Sign Zones. We intend to gain the perspective of landscape architect and planning students to provide a toolbox of sign designs the Town might consider for wayfinding, rec. path portals, park kiosks, regulatory and informational parks signage, and park monument signs. The Town's contribution for the project is \$3,270 with other funding for the project coming from the Colorado Department of Local Affairs (DOLA). [Kick-off meeting held with the program team on November 1, 2022.]

APA Colorado 2022 Annual Conference – Vail:

- Attended the annual conference September 28-30

County Road 51 Workforce Housing Project:

- Working with the County for their proposal to the Town for an ongoing partnership. [Town Council continues to discuss the project.]

Wildfire Mitigation:

- Coordinating with the U.S. Forest Service for potential wildfire mitigation work in the vicinity of the Town of Dillon source-water diversion structure at the end of County Road 51. Discussions for future potential Dillon source water basin fuels mitigation work continue with the US Forest Service. The 2023 Town of Dillon budget proposes the investment of \$20,000 in a wildfire fuels mitigation project funding for the area. Working with the USFS for matching grant funds. The idea already discussed with the USFS is that we could utilize their hazard tree mitigation authority to remove hazard trees from either side of both North and South Straight Creek Trail. Such a project could greatly reduce the accumulate wildfire fuels materials in the near vicinity of the source water diversion structure.
- Obtained a site access agreement with Denver Water for fuels mitigation work in the vicinity of the Public Works shop and yard. That work is taking place incrementally starting in August to continue through the end of October. The work continues.
- Participate in and contribute to Wildfire Council meetings, when able.