

**TOWN OF DILLON
PLANNING AND ZONING COMMISSION**

**SPECIAL MEETING
WEDNESDAY, JANUARY 9, 2019
5:30 p.m.
Dillon Town Hall**

CALL TO ORDER

The special meeting of the Planning and Zoning Commission of the Town of Dillon, Colorado, was held on Wednesday, January 9, 2019 at Dillon Town Hall. Chair Teresa England called the meeting to order at 5:30 p.m. Commissioners present were: Teresa England; Joshua Ryks, Steve Milroy and Alison Johnston. Commissioner Derek Woodman was absent. Staff members present were Ned West, Town Planner; Nicolas Cotton-Baez, Town Attorney; Kelly Stevens, Recording Secretary; Corrie Woloshan, Accountant Assistant; JoAnne Tyson, Human Resources Manager; and Scott O'Brien, Public Works Director.

APPROVAL OF THE MINUTES OF DECEMBER 5, 2018 REGULAR MEETING

Commissioner Ryks moved to approve the minutes from the December 5, 2018 regular meeting. Commissioner Milroy seconded the motion, which passed unanimously.

PUBLIC COMMENTS

There were no public comments.

CONSIDERATION OF RESOLUTION PZ 01-19, SERIES OF 2019

A RESOLUTION BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO, APPROVING THE FINAL ARCHITECTURAL DESIGN AS A CONDITION OF THE APPROVAL OF A LEVEL IV DEVELOPMENT PERMIT APPLICATION FOR THE DILLON URGENT CARE AND RESIDENCES PUD DEVELOPMENT PLAN TO BE LOCATED AT 956 W. ANEMONE TRAIL.

PUBLIC HEARING:

A Public Hearing is required for this application. The Planning and Zoning Commission shall open a Public Hearing on the application and hear testimony from Town staff, the applicant, and any public testimony submitted during the Public Hearing.

Chair Teresa England opened the public hearing at 5:35 p.m.

Ned West, Town Planner, presented the staff summary.

SUMMARY:

The Town Council of the Town of Dillon previously approved the Dillon Urgent Care and Residences PUD development plan by Ordinance 08-18, Series of 2018 on October 2nd, 2018. A condition of approval, condition paragraph 3 of the Ordinance, required that the Applicant submit for approval final architectural floorplans, building architectural elevations and a materials board to be reviewed in a Public Hearing by the Planning and Zoning Commission (the "Commission").

PUBLIC NOTICE:

Pursuant to the Town Code and Development Regulations, proper notification of the public hearings was published. The required public notice was provided in mailings to property owners within 300 feet of the subject property, legal notice in the newspaper, public postings at Dillon Town Hall and the Post Office, and by posting the site. Said public notification was done in accordance with the requirements set forth in the Dillon Municipal Code.

PROJECT LOCATION:

The proposed development is located at 956 W. Anemone Trail between the Dillon Dam Brewery on the northeast and the Clearview Townhomes on the southwest sides of the proposed development. The Eagle View Estates Townhomes are located behind and above the project to the southeast, and Sun & Ski Sports is located across W. Anemone Trail to the northwest

ARCHITECTURAL GUIDELINES:

The project architect, Roth Sheppard Architects, has worked with the Town of Dillon Municipal Code Design Guidelines and the adopted March 2017 Town of Dillon Design Guidelines (the “Guidelines”) in preparing the building design (see Exhibit ‘A’ for the plan set). The Applicant, Salima Abou-Assi Trust, has also worked with and reviewed the plans with the Town’s architectural consultant, Roth Sheppard Architects. The Applicant believes the proposed development is in conformance with the intent of the Code and the Guidelines. Roth Sheppard Architects provided limited comments after the in-person review of the final architecture submittal finding that the design architect had made substantial improvements to the architectural design (see Exhibit ‘B’ for the Roth Sheppard review materials). The limited critical comments provided by Roth Sheppard Architects were addressed by the Applicant.

CONDITIONS OF APPROVAL:

The Town Council approved Ordinance 08-18, Series of 2018 with conditions. One of the conditions was to bring forth final architectural materials for review by the Commission. Upon satisfaction of that condition of approval, the remaining conditions of approval provided for in Ord. 08-18 remain in force. A condition of approval of this final architectural design review is that the final architectural design drawings shall be incorporated into the approved PUD development plan set prior to the issuance of a Building Permit.

PLANNING COMMISSION ACTION (PROCEDURE):

The Commission, after review of the PUD development plan Final Architecture, shall either recommend approval of the application, with or without modifications and conditions, continue the public hearing to a future meeting or recommend denial. A recommendation for approval of the Final Architecture shall be based on the belief that the Dillon Municipal Code Requirements set forth in Chapter 16 “Zoning”, Article VIII “Design Guidelines” are satisfied. The following need to be considered: 1. That the intent of the Code section is satisfied in that the exterior design does not negatively impact surrounding properties and is fitting with the character of the community. 2. That the building location, architectural design, materials and colors are harmonious with the mountain setting and scale of the Town. That the materials and design elements relate to the mountain character of the community, and the building is located such that it relates to the street rather than being obscured by a field of parking. 3. That the roof design is harmonious with the surroundings and provides thoughtful storm water conveyance, and snow shed and snow melt drainage without impacting pedestrian ways and parking spaces. 4. That the building materials are predominantly natural and exposed concrete foundations are faced with stone or enhanced in some way to improve their appearance. 5. That the colors used for the project are predominantly natural, earth tones and that wood members are stained and sealed for protection from the elements. Dillon Urgent Care

& Residences PUD Development Plan – Final Architecture Staff Report 4 6. That the site grading is compatible with the surroundings, and the use of retaining walls as a component of the site grading is kept to a minimum. This criterion was considered during the approval of the PUD development plan. 7. That the site provides adequate snow storage. This criterion was considered during the approval of the PUD development plan. 8. That the site design and landscaping proposed will re-vegetate and enhance the character of the landscaping on site. This criterion was considered during the approval of the PUD development plan. 9. That the Application considers the architectural design elements presented in the adopted March 2017 Town of Dillon Guidelines as a means to accomplish the design guidelines set forth in the Code.

PUBLIC COMMENTS:

There were no public comments.

Commissioners asked questions which addressed the number of levels of residential units, the parking garage level, sizes of residential units, number of bedrooms in residential units, and allotment of parking spaces provided per unit. Staff provided the information requested and advised that the project is following the code requirements for parking.

Chair Teresa England closed the public hearing at 5:44 p.m.

Commissioner Steve Milroy moved to approve Resolution NO. PZ 01-19 Series of 2019. Commissioner Teresa England seconded the motion, which passed unanimously.

CONSIDERATION OF RESOLUTION PZ 02-19, SERIES OF 2019

A RESOLUTION BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO, APPROVING LEVEL IV DEVELOPMENT PERMIT APPLICATION FOR A MAJOR PUD AMMEDMENT FOR THE DILLON HOMEWOOD SUITES PUD DEVELOPMENT PLAN LOCATED AT 122 LAKE DILLON DRIVE, OR MORE SPECIFICALLY LOCATED ON THE DILLON HOMEWOOD SBUDIVISION, LOT 1R, BLOCK B, NEW TOWN OF DILLON SUBDIVISION, DILLON, COLORADO. THE MAJOR PUD AMENDMENT APPLICATION IS FOR DIMENSIONAL CHANGES ASSOCIATED WITH REVISED PLANS FOR THE PREVIOUSLY APPROVED EXTENDED STAY HOTEL WITH APPROXIMATELY 117 HOTEL ROOMS, SWIMMING POOL, ROOFTOP BAR AND ASSOCIATED PARKING.

PUBLIC HEARING:

A Level IV Development Permit Application for a Major PUD Amendment requires a Public Hearing before the Commission. This staff summary and staff presentation, the Applicant's presentation and testimony, and public comments shall all be part of the Public Hearing.

Chair Teresa England opened the public hearing at 5:45 p.m.

Applicant, John Frew, presented a summary of the changes which are part of the major PUD amendment for the property. The changes include three major areas: 1 – the room count has been reduced in number from 117 to 122; 2 – the parking deck has been restricted; and 3 – the kitchen on the 4th floor has been reduced in size.

Ken O'Brien, Architect for the project, presented a detailed explanation of changes to the building plan as well as a detailed explanation of changes to the renderings.

Ned West, Town Planner, presented the staff summary.

SUMMARY:

APPLICATION: The Town has received a Level IV Development Permit Application from Dillon Hotel Associates, LLC (the “Developer”) for a Major Amendment to the Dillon Homewood Suites PUD Development Plan (“Application”). Level IV applications are reviewed by both the Planning & Zoning Commission (the “Commission”) and the Town Council.

PUBLIC NOTICE: The Town posted signs of the Public Hearing on the site on Thursday, December 27, 2018. A newspaper ad ran in the Summit Daily (Journal) on Friday, December 28, 2018, and a mailing noticing the public hearing time and date was sent out on Thursday, December 27, 2018 to property owners within 300’ of the Application. These dates and notification distribution are all within the required 7-day minimum and 14-day maximum notice period required by the Dillon Municipal Code (the “Code”).

PLANNED UNIT DEVELOPMENT - LEVEL IV DEVELOPMENT PROCESS: A Level IV Development Permit Application for a Major PUD Amendment to an Approved Planned Unit Development (PUD) Development Plan requires Public Hearings before both the Resolution 02-19: Major PUD Amendment to the Dillon Homewood Suites PUD Development Plan Page 2 Planning & Zoning Commission and the Town Council of the Town of Dillon. A PUD is a commitment on the part of the developer to construct a project based on a plan approved by the Town Council following review and recommendation by the Commission. The Developer shall adhere to applicable Town ordinances and other requirements that may be specified in an approved PUD development plan. All provisions of the underlying zoning district over which the PUD is located shall continue to apply unless varied or waived by the Town Council as part of the approved PUD development plan. Approval of a Planned Unit Development shall result in the creation of an overlay to the base zoning district, with specific requirements and standards that are unique to the planned development. After the Commission reviews the Application during a Public Hearing, the Commission may continue the Public Hearing to review additional testimony, recommend approval of the Application, or recommend the Town Council deny the Application. The Commission’s review and recommendation: – Recommend Approval: o If the proposed development is in compliance with Town Code and Town goals and policies, the Planning and Zoning Commission may recommend that the Town Council approve the application. In addition, the Planning and Zoning Commission may attach conditions which are reasonable and necessary and relate to impacts created by the proposal. – Recommend Denial: o If the proposed development is not in compliance with Town Code and Town goals and policies, the Planning and Zoning Commission may recommend that the Town Council deny the application. – Continue the Hearing: o The Planning and Zoning Commission may also continue the hearing for up to thirty-five (35) calendar days for good cause, or to allow additional information and materials to be submitted that will allow for a comprehensive review. In the event a final hearing is continued, the applicant shall submit any additional materials he or she wishes the Town to consider at least twenty (20) calendar days prior to the continued hearing, unless otherwise specified by the Town.

APPLICATION SUMMARY:

Application: The Application amends certain design features, modifies the site plan, removes the outdoor amenity and recreation deck, changes some dimensional standards of the previously approved PUD, modifies encroachment license areas, changes the size and configuration of uses associated with the hotel, and reduces the number of hotel rooms. The Homewood Suites PUD development plan set may be viewed in Exhibit ‘A’. The proposed project is located at the southwestern corner of U.S. Highway 6 and Lake Dillon Drive. The Applicant proposes a 117 room, 4-story hotel building, with a swimming pool, and in-

hotel limited dining and bar service for hotel guests. All of the required parking is provided on site, and the architectural design Resolution 02-19: Major PUD Amendment to the Dillon Homewood Suites PUD Development Plan Page 3 elements of the proposed project meet the design guidelines set forth in Chapter 16, Article VIII of the Code, and reflect the adopted March 2017 Town of Dillon Design Guidelines (the "Guidelines"). The project will be built on the Dillon Homewood Subdivision, Lot 1R, Block B, New Town of Dillon Subdivision, Dillon, Colorado. The Dillon Homewood parcel plat is a replat of Lots 1, 1A, 1B, and 1C, Block B, New Town of Dillon Subdivision, previously approved by the Dillon Town Council. Lot 1R has been cleared of existing structures and prepared for site development. The lot area is 1.50 acres (65,317 square feet).

Prior Approval: The Dillon Homewood Suites PUD Development Plan was approved by Town Council by Ordinance 03-18 on June 5, 2018. Amendment Comparison: Table 1. Comparison of Approved PUD and Proposed PUD amendment Approved PUD Major Amendment Lot Area (sq ft): 65,317 65,317 Hotel Rooms: 122 117 Density (units / acre): 81.3 78 Building Height (ft): 56.25 55.6 * Lot Coverage - Building Footprint (sq ft): 24323 26833.2 Outdoor Recreation Deck Space (sq ft): 5,525 794 Parking: Structured Parking Spaces: 73 49 Exterior Parking Spaces: 53 68 Total Parking Spaces: 126 117 Compact Parking Spaces: 9 13 % Compact Parking Spaces: 7.1% 11.1% Exposed Parking Area (sq ft): 25,246 29,215 % of Site as Exposed Parking: 38.7% 44.7% Drive Aisle Width at Garage: 20' 22' Landscaping: On Site Landscaping Area (sq ft): 7,026 5,878 % of Site w/ Landscaping: 10.8% 9.0% % Landscaping Relative to Parking: 27.8% 20.1% Trees (On site and in Encroachment Areas): 50 49 Trees per Parking Space: 0.40 0.42 * The previously approved maximum building height of 56.25' remains the maximum building height for the project.

Resolution 02-19: Major PUD Amendment to the Dillon Homewood Suites PUD Development Plan Page 4 PUD Zoning Exceptions: The Application seeks the following variations from the underlying Commercial (C) zoning district: density, building height, off-street parking design, signage, setbacks, and landscaping. Density: 78 rooms per acre (65 typ.) Building Height: 55.6 feet (48' typ.) NOTE: The previous PUD approval provided for a building height of 56.25', which remains the maximum building height for the project. Parking: 22' Drive aisle width at garage entrance (24' typ.) Compact parking spaces (20% max. through the PUD process) Snow removal and haul-off Signage: A total of 280.4 SF of signage (105 SF typical), per Resolution 49-18, Series of 2018, approved by the Town Council on September 18, 2018

Setbacks: Reduced, with Encroachment Licenses Landscaping: Landscaping buffers not provided on site. The project utilizes existing vegetation in the CDOT ROW for screening the project from U.S. Highway 6. The application proposed utilizing encroachment license areas for landscape buffering on Lake Dillon Drive and the 40' Right of way. The application provides no screening on the western side of the project bounded by the Century Link telecommunications facility.

COMPREHENSIVE PLAN REVIEW: Land Use and Economic Development: The Application provides a hotel use prominently located at the intersection of U.S. Highway 6 and Lake Dillon Drive; an area identified in the Comprehensive Plan (Plan) as key commercial street frontage for high density commercial development and Town gateway entryway expression. The Plan encourages high density developments along U.S. Highway 6, and development projects that support the economic vitality of the Town. The Plan encourages the development of additional hotels in or near the Town Center to promote human activity and aid in Town Core vibrancy. Short term lodging is identified within the Plan as a key service which the Town provides in support of the nearby ski resorts and is recognized as an economic driver for retail sales, hospitality and personal services, and entertainment.

Public Private Partnership: The Comprehensive Plan states that the Town should partner with developers and determine Town owned land that might be incorporated into a redevelopment or infill project. According to the Plan, the Town should partner with land owners and developers to create land assemblages that optimize the greatest use of the land under the guidance of the Resolution 02-19: Major PUD Amendment to the Dillon Homewood Suites PUD Development Plan Page 5 Plan, the Code and the Design Guidelines. The Town did sell two parcels of land to the Applicant to incorporate into their proposed development, and the Town has approved a final plat for the assemblage of the four parcels into the Dillon Homewood subdivision, and a final plat has been approved by the Town. **Site Design Elements:** The site design elements are in general conformance with the Comprehensive Plan. Commercial developments and providing lodging and services for visitors to Dillon are encouraged along U.S. Highway 6 and in close proximity to the Town Center. The site is served by current roadways, bus service and utility infrastructure. The Town has planned for future water and sewer service demand well in excess of those demands of this Application and previously approved development projects. Traffic circulation and site design conform to the Comprehensive Plan goal of connecting the Town Center with U. S. Highway 6. The Application accomplishes this goal by establishing a lodging use prominent on U.S. Highway 6 and providing an enhanced pedestrian way and experience along Lake Dillon Drive to connect it to the Town Center.

PUD DEVELOPMENT PLAN REVIEW: ARCHITECTURE: PUD Amendment – Architecture: The architectural design remains very much the same as the approved PUD Development Plan. The rooftop restaurant is reduced to a bar area with a smaller roof, thus removing some of the mass from that portion of the building. The bar still has an exterior deck space; however, the deck is reduced on the Lake Dillon Drive side of the building. The reduced use of the rooftop restaurant to a bar space is a noted change with this Major PUD Amendment. The bar use remains a hotel guest amenity, as was the previously approved restaurant use. Another noteworthy building design change is the elimination of the recreation deck over parking on the back of the building. The parking remains but is no longer covered in that area. The structured parking is therefore changes as well, with less parking being within the structure (see Figures 1 & 2 for a comparison of the previous approval and the proposed amendment).

Architectural Design Review: Roth Sheppard Architects was not involved by the Town in this Major PUD Amendment because the general architectural design and style remain as previously approved with the PUD Development Plan, with reductions in mass in some locations. The materials board remains unchanged. The project architect has worked with the Town Code, the March 2017 Town of Dillon Design Guidelines and the Town’s architectural consultant, Roth Sheppard Architects, and believes that the development is in conformance with the intent of the Code and the Guidelines. During the previous PUD approval, Roth Sheppard Architects commented that the “project be regarded as a ‘Jewel Building’ for the Town of Dillon”. See the attached checklists and design guideline review comments from the prior review for additional information (see Exhibit ‘C’). **Design Elements:** The design elements are in general conformance with the Design Guidelines set forth in Chapter 16, Article VIII of the Dillon Municipal Code, with some aspects unique to the PUD in conformance with Chapter 16, Article V of the Code. The architectural design and site layout relate to the mountain setting and provide a street forward design where the building is relatively close to Lake Dillon Drive. The proposed colors are earth tones and much of the materials incorporated in the design are natural or have a natural appearance.

The architectural design reflects elements of the adopted March 2017 Town of Dillon Design Guidelines and is defined in those Guidelines as a jewel building given its location. The building incorporates a stone base with two lighter siding materials above. One siding element provides relief and texture with a horizontal pattern. The roof elements are accented with timber beams and large over hangs, characteristic of the Mountain Lakestyle themed design guidelines which the Town has adopted. The roof mass and

building faces articulate to break up the masses. The building materials vary to provide character and further break up large expanses.

BUILDING HEIGHT: PUD Amendment – Building Height: The building height is determined to be 0.65 feet lower than the previous PUD Development Plan approval. The currently approved Dillon Homewood Suites PUD Development Plan provides for a building height of 56.25 feet. The Application building height is 55.6 feet. The previously approved building height of 56.25 feet remains the maximum permitted height for the Dillon Homewood Suites PUD development plan. Building Height Determination: The height of a building is calculated with the base elevation determined by averaging the high and low points along the building foundation relative to the existing ground surface. The height of a building is the difference between the highest point on a building and the calculated base elevation. Additional building height, beyond the provisions of the underlying zone districts, may be approved through the PUD approval process. The Commercial (C) zoning district provides for a building height of forty feet (40') plus an additional eight feet (8') of architectural and non-inhabitable rooftop mechanical space. 48' Total. The Town Council previously approved the PUD Development Plan with a height that did not exceed the allowable height of the neighboring Core Area Zoning District. The Core Area (CA), to which this site is immediately adjacent, provides for a building height of fifty feet (50') plus eight feet (8') = 58' Total. The previous PU approval provided for a building height of 56.25', which is the maximum permissible building height permitted for this Major PUD Amendment Application.

Building Height Elevation High Existing Ground Elevation 9116.6' Low Existing Ground Elevation 9109.0' Base Elevation 9112.8' Max. Peak Elevation of Building 9168.4' Calculated Building Height 55.6' Max. Permitted Building Height 56.25' * * Per Previous PUD Approval

The base elevation for the site is determined to be 9,112.8' feet above sea level. The Application has a maximum peak elevation of 9,168.4' (Arch: 152' - 4 1/2" See Plan Sheet A6.0). The Building Height for this Application is 55.6' as determined by Town Code; however, the previously approved maximum building height of 56.25 feet remains the maximum permitted height for the Application.

SITE PLAN: SIDE YARDS (SETBACKS): PUD Amendment – Yards: The setbacks remain essentially unchanged with this Application, and those yards previously approved remain for this Application. The Application also has a portion of the structure within the Lake Dillon Drive Right of way in an encroachment license area. This encroachment area, that of the parking lot, as well as the directory and monument signage were previously approved with the existing PUD. The dimensions of these encroachments have changed slightly with this Application, and the final Encroachment License Agreements will detail the dimensions and responsibilities associated with those encroachments. Approved PUD – Yards: Setbacks may be reduced through the PUD approval process, and the proposed project proposes reduced setbacks from those provided for in the Code. This project will utilize the following minimum setbacks (yards) from the building foundation to the adjacent right-of-way/property: Lake Dillon Drive: 0' (Zero lot line) 40' Right-of-way: 0' (Zero lot line) Lot 2 (Century Link): 0' (Zero lot line) U.S. Highway 6: 25' The Core Area zone district across the Forty Foot Right of Way to the south of this development provides for zero lot line development.

OPEN SPACE: PUD Amendment – Open Space: The 5,525 square foot patio deck and recreation space is removed. This space provided passive and active recreational space for hotel guests with a fire pit, Boche ball court, horseshoe pits, grills, seating areas, and a pergola. The Application provides two common use balconies that total 780 square feet which provide grill space. Open Space Considerations: The back balconies provide grills for hotel guests. The pool patio offers outdoor space for seating and engagement with pedestrian traffic on Lake Dillon Drive. The roof top bar deck offers outdoor seating and views of the mountains. There is limited other on site open space separate from parking areas;

however, the site is directly across the street from Dillon Town Park which provides for both passive and active uses with trails, various ball courts, playgrounds, public facilities, and open park space.

OFF-STREET PARKING LOT CONSIDERATIONS: PUD Amendment – Parking: The total number of hotel rooms is reduced from 122 to 117. Due to reduced restaurant capabilities, the meeting room is no longer considered a conference center, thus additional parking for that use is not required. The approved PUD provided 126 parking spaces, while this Application provides 117 parking spaces.

Parking Considerations: Resolution 02-19: Major PUD Amendment to the Dillon Homewood Suites PUD Development Plan Page 14 The proposed development requires a total of one-hundred seventeen (117) parking spaces for the 117 hotel rooms. Because the bar is an amenity purposed for the hotel guests, additional parking is not required. Because the meeting space is not supported by a full-service kitchen, it is considered a typical hotel amenity and no additional parking is therefore required. Table 3. Hotel Room Count and Parking Requirements Compact Parking: The Application provides 13 compact parking spaces, which is 11% of the total parking pool. Section 16-5-120(n)(4) of the Code provides for up to 20% compact parking spaces for developments with 40 or more parking spaces through the PUD process. A total of up to 23 parking spaces could be compact spaces according to the Code provision. Accessible Parking: Per Town and Federal Code, the Developer is providing five (5) dedicated Accessible Parking spaces near the hotel entrance and in the parking structure. Two (2) of the Accessible Parking spaces are van accessible and are located in the parking structure.

UTILITIES: The proposed project is located on parcels that are already served by utilities, and water and sewer mains exist on the adjacent streets. New services will be installed as a part of the proposed project; old services will be deleted. The proposed water service to the building will be fed off the existing eight-inch (8”) water main in the 40’ Right of way, and the proposed sanitary sewer service will connect to the existing eight-inch (8”) sanitary sewer main in Lake Dillon Drive. An additional eight-inch (8”) water line is to connect to the water main in Lake Dillon Drive and provide service to fire hydrants on the north and east sides of the building.

DRAINAGE: A majority of the site and the entire roof area drain to a detention pond in the northwestern corner of the site. This detention facility ultimately discharges to the U.S. Highway 6 Right-of-way. This drainage flows to the W. Buffalo Street drainage system, which ultimately discharges to Straight Creek and the Blue River in Silverthorne. The remainder of the site will discharge to Location

Number of Hotel Rooms	Parking Requirement	Parking Required	Parking Provided
Level 1	19	19	19
Level 2	34	34	34
Level 3	37	37	37
Level 4	27	27	27
TOTAL:		117	117

Resolution 02-19: Major PUD Amendment to the Dillon Homewood Suites PUD Development Plan Page 15 Lake Dillon Drive by connecting to the existing storm drainage system at the Lake Dillon Drive and Buffalo Street intersection. This storm drainage system ultimately drains to Dillon Reservoir after passing through numerous sediment retention vaults. All on-site storm drainage pipes and manholes are private improvements and will be maintained by the Developer in perpetuity. Storm drain connections in the 40’ Right of way shall be coordinated with the design and construction of the approved project to the south of this Application. See the Drainage Report in Exhibit ‘D’.

LANDSCAPING: PUD Amendment – Landscaping: The Application provides a new landscaping plan which replaces the previously approved PUD landscaping plan. General Landscaping Requirements: - Street Trees: one (1) tree for each fifteen lineal feet (15 LF) of street frontage; -Parking Lot Screening: one (1) tree for each five (5) off street surface parking spaces; provide seven percent (7%) of the parking area in landscaping; parking lot trees shall be fifty percent (50%) evergreens; -Project Screening: landscaping and trees are required in all required yards; -Tree Heights: all must be at least six feet (6’)

high, and not less than twenty-five percent (25%) shall be eight feet (8') high. Project Specific Landscaping Guidelines and Landscaping Provided: Street Frontage and Required Street Trees: -338 LF Lake Dillon Drive = 23 -175 LF 40' Right of Way / Alley = 12 -Required Street Trees = 35 -Street Trees Provided = 23 on Lake Dillon Drive and 12 on the 40' ROW Parking Lot Trees and Landscaping: -Total Parking Area = ~29,215 SF -Required Landscape Area (7%) = ~2,045 SF -Landscape Area Provided = ~5,878 SF of landscape area is provided on site with grass, shrubs and trees -Sixty-eight (68) site parking spaces = 14 trees required -Fourteen (14) trees, not including street trees, are provided adjacent to parking areas Proposed Landscaping and Tree Species: See the Dillon Homewood Suites PUD Landscape Plan for details for the proposed landscaping. The proposed landscaping and trees provide project buffering and parking lot screening in general conformance with the Code, though it is noteworthy that much of the landscape buffering and street trees are located on adjacent rights of way. The western side of the building has little to no landscape buffering due to the limited setback along that side of the building. This side of the site abuts the Century Link commercial telecommunications facility. The proposed trees meet the Code height and species requirements.

SNOW STORAGE: The site lacks adequate snow storage areas which are not heavily landscaped. The Code states that, "snow storage shall not be allowed on landscaped areas, except where these areas are grass or rock cover" (Sec. 16-8-100). The Application indicates on site snow storage areas which are all occupied by the vegetative landscaping on site. The Code would typically require that 25% of the hard scape area requiring snow removal be provided for with snow storage that is not heavily landscaped. As part of this PUD development plan approval, the Developer will be required to provide a guarantee of snow removal and haul off snow from the site, as is permitted by the Code under certain situations and when the Developer provides a guarantee of removal. Said guarantee will be detailed in the PUD development plan Subdivision Agreement. **SIGNAGE:** A total of 280.4 SF of signage (105 SF typical) is approved for the Application, per Resolution 49-18, Series of 2018, approved by the Town Council on September 18, 2018. See Exhibit 'E' for the approved sign plan.

TRAFFIC STUDY: The applicant hired Aldridge Transportation Consultants to study the trip generation from the proposed project and how that would affect the traffic on Lake Dillon Drive and associated intersections. They prepared a Traffic Impact Study for the project dated October 17, 2017 which was included in the packet materials for previous PUD approval. In Section 6 of the report the consultant concluded that "Based on the analysis herein it is my professional opinion that the traffic generated by the proposed Crossroads at Lake Dillon hotel can be integrated harmoniously into the traffic flow on the adjacent streets and intersections and maintain an acceptable level of service and safety." The Traffic Study may be viewed in Exhibit 'F'.

REQUIREMENTS PRIOR TO BUILDING PERMIT: FINAL DOCUMENTATION REQUIRED PRIOR TO BUILDING PERMIT ISSUANCE:

- Address all Summit Fire & EMS requirements
- Final Building Construction Document Submittal to the Town
- Final Site, Landscaping, and Utility Construction Documents
- Finalization of the Planned Unit Development Subdivision Agreement
- Payment of Water and Sewer Tap Fees (EQR's) Resolution 02-19: Major PUD Amendment to the Dillon Homewood Suites PUD Development Plan Page 17
- Payment of the Affordable Housing Impact Fee
- Execution of an Encroachment and Maintenance Agreement for landscaping located within the right of way. An encroachment license is also required for a portion of the parking, roof and pool patio with pergola.
- Obtain a Grading and Excavation Permit from the Town
- Prepare documentation and pay associated undertaking fees for activity within the right of way
- Record the replat which eliminated the boundary lines between Lots 1, 1A, 1B, and 1C, thus creating Lot 1R.

PUBLIC NOTICE:

Pursuant to the Town Code and Development Regulations, proper notification of the public hearings was published. The required public notice was provided in mailings to property owners within 300 feet of the subject property, legal notice in the newspaper, public postings at Dillon Town Hall and the Post Office, and by posting the site. Said public notification was done in accordance with the requirements set forth in the Dillon Municipal Code.

PUBLIC COMMENTS:

Bob King, a resident at 325 Lake Dillon Drive, in Dillon, CO asked if this proposed amendment makes changes to the sidewalks around the perimeter of the property.

Ken O'Brien responded that there are not changes to the sidewalks in the proposed amendment.

Chair Teresa England closed the public hearing at 6:26pm.

Commissioners asked questions of the applicant and staff including if the applicant considered the best views available for this building; if an opportunity for retail was considered on the lower level of the building; if the hot tub area is secure from public use; how will parking for extra vehicles be accommodated on busy weekends; occupancy expectations; and staff parking. The applicant and Town of Dillon staff addressed these concerns and provided further detail regarding these issues and how the project has accommodated these concerns.

Nick Cotton-Baez, Town Attorney, explained the three options for Commission action for resolutions: 1 – approve, 2 – deny, 3 - approve with conditions.

Ned West, Town Planner, advised that another option is to continue the hearing to hear more evidence.

Nick Cotton-Baez, Town Attorney, explained criteria for the PUD process.

Chair Teresa England moved to approve Resolution NO. PZ 02-19 Series of 2019. A vote was taken with the following results:

Commissioners Alison Johnston, Joshua Ryks, and Teresa England voted in favor.

Commissioner Steve Milroy voted not in favor.

The motion passed to approve resolution PZ02 19 Series of 2019.

TOWN OF DILLON DEVELOPMENT REGULATIONS ASSESSMENT REPORT

Ned West, Dillon Town Planner, provided each of the Planning & Zoning Commissioners a copy of the Town of Dillon Regulations Assessment Report prepared by RG & Associates in November 2018, and requested that each commissioner review this report Town of Dillon Municipal Code Sections 16 and 17. He also requested that each commissioner reference the Dillon Municipal Code Sections 16 and 17 through the Town of Dillon website at www.townofdillon.com while reviewing this report.

<https://www.townofdillon.com/Home/ShowDocument?id=12120>

STAFF SUMMARY OF ORDINANCE AMENDMENT DRAFT

Ned West, Dillon Town Planner, presented the draft ordinance which outlines changes to Section 16 of the Town municipal code adding language to allow staff to amend staff level development permits and

setting forth procedures for amending Level III and Level IV development permits. There will be a public hearing for these amendments at the Planning and Zoning Commission meeting on February 6, 2019.

<https://www.townofdillon.com/Home/ShowDocument?id=12092>

CONFIRM REGULAR PLANNING & ZONING MEETING ON FEBRUARY 6, 2019.

All commissioners present confirmed they will attend the February 6, 2019 regular meeting.

PROJECT UPDATES:

.Ned West, Town Planner, and Scott O'Brien, Public Works Director, provided status updates for the current projects in Dillon. There was a general discussion of need for consideration of pedestrian traffic safety for future projects. Council members asked general questions regarding future development plans for Town of Dillon business core and recreation options for Town Park.

OTHER BUSINESS:

There was no other business discussed.

ADJOURNMENT

There being no further business, Teresa England adjourned the meeting at 7:25 p.m.

Respectfully submitted,

Kelly Stevens

Kelly Stevens

Secretary to the Commission