

**TOWN OF DILLON
PLANNING AND ZONING COMMISSION**

**REGULAR MEETING
WEDNESDAY, MARCH 2, 2022
5:30 p.m.
VIRTUAL MEETING VIA MICROSOFT TEAMS
CONFERENCE ID: 973 167 928#**

CALL TO ORDER

The regular meeting of the Planning and Zoning Commission of the Town of Dillon, Colorado, was held on Wednesday, March 2, 2022, by electronic participation through the Microsoft Teams application. Chair Alison Johnston, called the meeting to order at 5:30 p.m. Commissioners present were Bill Engelman, Michael Parsons, and Tom Karpowich. Staff members present were Ned West, Town Planner; Dan Burroughs, Town Engineer; Nicolas Cotton-Baez, Town Attorney and Michelle Haynes, Recording Secretary.

APPROVAL OF THE MINUTES OF NOVEMBER 2, 2021, REGULAR MEETING

Commissioner Engelman moved to approve the minutes from the November 2, 2021, regular meeting. Commissioner Parsons seconded the motion, which passed unanimously.

PUBLIC COMMENTS

There were no public comments.

DISCUSSION: SIGN ZONE MAP AMENDMENT

SUMMARY:

Ned West gave the commission an explanation and review of the sign zone map amendment.

The Town is considering changing the sign zone for the property located on the northwestern corner of the intersection of Evergreen Road / Lake Dillon Drive and U.S. Highway 6, 56 Evergreen Road, more specifically known as Tract A Wagon Road Hill Subdivision #1. The subject property is currently occupied by the Lord of the Mountain Lutheran Church. The Sign Zone change would involve making the property within Sign Zone B versus its current Sign Zone A designation.

For mapping consistency and to prevent spot sign zones, the Commission could consider also changing the Sign Zone for the adjacent property to the west, that being the Lookout Ridge Townhomes development. The development currently has no signage, but it does, in-part, front US Highway 6, and it might be appropriate for it to be considered in Sign Zone B.

COMMISSIONER QUESTIONS:

The Commission reviewed the plan and asked questions about what the Church would like to see. Ned informed the Commission that the church has inquired about getting a new sign but never formally applied to get a new one. Ned enlightened the Commission that no other

properties have asked for sign exceptions. We would need to do a small land swap with the church as the right of way easement will encroach on to their property if the potential intersection improvements move forward.

The Town Planner, Ned West and the Town Attorney, Nick Cotton-Baez, recommended the Commission consider being in favor of the proposed change, and the Commission agreed.

DISCUSSION: TOWN CENTER AND PARK & WATERFRONT SIGN ZONES

SUMMARY:

Ned West gave the Commission an explanation and review of the Core Area Sign Zone Creation & Sign Zone Map Amendment.

The Town is considering amending the Sign Zone Map as presented in Chapter 16 – “Zoning” Article XI – “Sign Regulations”. The Town is considering creating new Sign Zones: one for the Town Center to include the Core Area (CA) zone district and some peripheral properties in the near vicinity to that zone district and a Park & Waterfront Sign Zone, and the other for a Park & Waterfront Sign Zone. The Parks & Waterfront Sign Zone would the areas of the Recreation Path Segments, Dillon Cemetery, Dillon Disc Golf Course, the Dillon Nature Preserve, and the Dillon Marina. By creating new Sign Zones for these areas, consistency across sign requirements and design guidelines can be better achieved. For example, in the Core Are zone district, within the proposed Town Center Sign Zone, development regulations provide for zero lot line development (structures built to the lot line) there is no location for freestanding signage. So, regulations for signs, such as blade signs, attached to building walls, might be considered to protrude beyond the property line into rights-of-way with regulations to protect the public and Public Works operations. A Park & Waterfront Sign Plan can be developed to create consistent design themes to further Town of Dillon branding through consistent sign structures, features, or design elements.

Staff requests studying what regulations and design elements might best suit these proposed Sign Zones.

COMMISSIONER QUESTIONS:

The Commission reviewed multiple areas of the Park & Waterfront Sign Plan. Areas discussed were the design concept and surrounding residential areas. Ned West explained that this Code amendment would only apply to the Marina, Amphitheater, Best Western and Lake Cliffe Condos, all of the properties on closest to the lake in a commercial area. This plan would create more vibrancy and help set a precedent for future business signs in this area.

The Town Planner, Ned West will give the plan to the PRACC Committee for evaluation and then bring it back to the Planning Commission for further review and will discuss at a future meeting.

DISCUSSION: TEMPORARY SIGNS

SUMMARY:

Ned West gave the Commission an explanation of a potential temporary sign code amendment.

During the past two (2) years the Town has implemented a policy to reduce enforcement of temporary sign regulations due to the Covid-19 pandemic. In general, the temporary display of banners was orderly and in general compliance with display criteria found in the Code.

At this time, the Town is considering if the Code might be amended to address how temporary signs are dealt with in Town. The Code would have all temporary sign displays obtain a permit, have limited display periods, have limitations on the number of display periods per year, and have stringent dimensional standards.

Town staff requests the Planning Commission consider Code amendments to the temporary banner Code criteria.

COMMISSIONER QUESTIONS:

The Commission discussed this subject in detail. Their main concern is enforcement. How is it being maintained and enforced? And is the permitting process going in the right direction? Ned explained that the permitting process is working, it is just time consuming, hard to uphold, and challenging to implement enforcement. The Committee discussed removing the permitting process and implementing guidelines to follow instead, but some felt keeping the permit would be best. They would also like to see reminders sent out to sign permit holders when they are coming up on expiration/renewal. Ned recommended to change a few things with the size of highway area temporary signage and sandwich board sign regulations and to keep the permitting in place. The Commission would like to get feedback from business owners about the current permitting process and go from there. Nick Cotton-Baez, Town Attorney, advised the Commission that some changes to the sign Code will be forthcoming due to some recent court cases.

The Town Planner, Ned West gave the Sign Regulations from the Code to the Commission for further review and will discuss in the future.

DISCUSSION: TRASH AND RECYCLING ENCLOSURES AND SCREENING

SUMMARY:

Ned West gave the Commission an explanation of the potential Code amendments for Trash & Recycling Enclosures and Screening.

The Code provides the following requirements for Trash & Recycling Container areas:

Sec. 16-8-70. - Service areas.

Service areas, outdoor storage, garbage cans and trash storage areas shall be screened from adjacent properties, streets and other public areas by fences, planting or other suitable means as approved by the Town.

As more commercial and residential developments rightfully seek to expand their service areas to include recycling, screening for such areas will likely need to be expanded. One of the considerations that might be employed is to allow for a parking requirement waiver for one or two parking spaces to accommodate such expansions. Given that each property is unique, and it may therefore be difficult to create broad application of such a provision, the thinking is that this may require a Conditional Use Permit approval in cases where parking spaces are lost. Many residential developments are under-parked as it is, so the concern is real.

Town staff requests the Planning Commission consider potential Code amendments to the Service Area Code criteria.

COMMISSIONER QUESTIONS:

The Commission reviewed requirements for Trash & Recycling Container areas. Most of the Commission is all for going green and allowing recycling containers be added to current trash enclosures. The Commission did express concern on maintaining bins located outside of the current enclosures when overflow happens. If the Town was to require all bins to be within an enclosure how would that pan out? Ned explained that enforcement would need to happen. The Town would need to provide a timeline for developments to follow to have the bins enclosed in a timely manner. The Commission would also like there to be a permitting process if the development must occupy a parking space for such enclosures. Some were not in favor of allowing the removal of required parking spaces, even with a waiver, but would be in favor of allowing it if there is proof there are surplus spaces.

DISCUSSION: TOWN OF DILLON COMPREHENSIVE PLAN

SUMMARY:

Ned West gave the Commission an explanation and review of the Dillon Comprehensive Plan.

The Comprehensive Plan is a long-range, evolving document that guides the Town in achieving the vision and goals of the community by establishing a framework for developing regulatory tools and advising decision making for the future of the Town of Dillon. Under the stewardship of the Planning and Zoning Commission, this dynamic document strives to promote the community's values, goals, and vision for the Town. The Comprehensive Plan is not a regulatory document but provides the background for advised decision making for establishing policies, for the delivery of services, for providing orderly growth and development criteria, embodies both current and long-range needs, and provides for a balance between the natural and built environment.

COMMISSIONER QUESTIONS:

The Commission reviewed multiple areas of the Comprehensive Plan. The Commission would like to have a follow-up engagement survey go out. They discussed possibly hosting another event to get this survey out to the public.

The Town Planner, Ned West gave the Plan to the Commission for further review and will discuss at the next meeting.

PROJECT UPDATES:

- Homewood Suites: Restaurant almost open.
- Panera Bread: Starting Tenant Finish Soon
- Town Park: Will resume this summer.
- Urgent Care: Under construction.
- Uptown 240: the Town has been told funding underway.
- Vail Health: Operational.

OTHER BUSINESS:

It was decided that the workforce housing location behind Dillon Ridge is not an appropriate location at this time and the Council will continue to focus on the CR51 project.

Council would like the Commission to further review parking for multi-family properties, so it will come back to the Commission at the next meeting for further study.

ADJOURNMENT

There being no further business, Alison Johnston adjourned the meeting at 7:45p.m.

Respectfully submitted,

Michelle Haynes

Michelle Haynes
Secretary to the Commission