

**TOWN OF DILLON  
PLANNING AND ZONING COMMISSION**

**REGULAR MEETING  
WEDNESDAY, JUNE 1, 2022  
5:30 p.m.  
DILLON TOWN HALL**

**CALL TO ORDER**

The regular meeting of the Planning and Zoning Commission of the Town of Dillon, Colorado, was held on Wednesday, June 1, 2022, at Dillon Town Hall. Chair Alison Johnston, called the meeting to order at 5:35 p.m. Commissioners present were Bill Engelman, Michael Parsons, and Tom Karpowich. Staff members present were Ned West, Sr. Town Planner; and Michelle Haynes, Recording Secretary.

**APPROVAL OF THE MINUTES OF APRIL 6, 2022, REGULAR MEETING**

Commissioner Engelman moved to approve the minutes from the April 6, 2022, regular meeting. Commissioner Parsons seconded the motion, which passed unanimously.

**PUBLIC COMMENTS**

There were no public comments.

**ECONOMIC DEVELOPMENT ADVISORY COMMITTEE (EDAC) APPOINTMENT**

The commission nominated Mike Parsons to represent Planning and Zoning on the committee and Alison Johnston as the alternate, fill-in representative. Bill Engelman was advised that he could write a letter of interest to the Town Clerk requesting the opportunity to join the committee as a Town Core Area business owner.

**CONSIDERATION OF RESOLUTION PZ 02-22, SERIES OF 2022 (PUBLIC HEARING)**

**A RESOLUTION APPROVING A LEVEL III DEVELOPMENT PERMIT FOR A NEW DECK ON A COMMERCIAL BUILDING LOCATED AT 765 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 Alison Johnston opened the public hearing at 5:41p.m.

The Applicant was not able to make the meeting due to a last-minute conflict and notified the Town. The Applicant was therefore not present for discussion.

Ned West, Town Planner, presented the staff summary.

**PROJECT LOCATION:**

765 W. Anemone Trail.

**SUMMARY:**

The Town has received a Level III Development Permit Application for a new deck on a commercial building to be located on the rear of the building located at 765 W. Anemone Trail. The new deck will provide the potential for outdoor seating associated with a restaurant use in the tenant space to which it is to be connected – the Snarf’s Sandwiches restaurant. A new deck on a commercial building requires a Public Hearing and approval by the Planning and Zoning Commission.

**COMMISSIONER QUESTIONS:**

Commissioner Engelman asked if the proposed deck would look identical to the unit next to it. Ned confirmed that the deck will match from a street view nearly identically and will have the same elevation and railing design / materials.

**PUBLIC COMMENTS:**

No public comments.

**PUBLIC HEARING CLOSED:**

Chair Alison Johnston closed the public hearing at 5:47 pm.

**RECORD OF PLANNING COMMISSION ACTION:**

Commissioner Michael Parsons moved to approve Resolution No. PZ 02-22 Series of 2022. Commissioner Tom Karpowich seconded the motion, which passed unanimously.

**DISCUSSION: MULTI-FAMILY RESIDENTIAL PARKING REQUIREMENTS**

**SUMMARY:**

Ned West reviewed with the Planning Commission, a resolution recommending the Town Council approve a Code amendment related to the multi-family and hotel parking regulations during their November 3, 2021, regular meeting. The Planning Commission voted to deny the resolution. A singular public comment relating to potential impacts the proposed regulations would have on development projects in the Core Area (CA) zone district influenced the Commission’s decision to not approve the resolution. During their deliberation, the Commission desired the Town Council again weigh-in on the subject. The Town Council then discussed the subject during the Work Session on March 1st, 2022, and they deflected the subject back to the Planning Commission for further study. The Planning Commission again discussed the subject on April 6th, 2022. Lacking all members in attendance, the Commissioners determined to bring the subject back to a future meeting for further discussion.

Proposed multi-family parking requirements were discussed which were closely based on the Urban Land Institute (ULI) recommendations along with a sliding scale for additional, over-flow parking.

**COMMISSIONER QUESTIONS:**

The commission reviewed the requirements and discussed the pros and cons. Commissioners asked how Short-Term Rentals (STR’s) affect this decision and how they will be impacted. Ned West informed the committee that with an influx in STR’s we have seen a larger impact on parking. He also mentioned that STR regulations have changed, implementing parking fees on all units. The purposed parking requirements will only apply to new developments.

The group thought that the developer should not be held responsible for these requirements, and it should fall on the user of the parking areas. They discussed overnight parking fees, overnight parking schedules, paring enforcement. Town Council has considered overnight parking fees, but at present has not implemented them. The Overnight parking rotation schedule has been considered for temporarily discontinuing in the summer months with a proposal to follow chain laws to allow for snow removal. The

concept has not yet been implemented. The Dillon Police Department patrols Town lots to prevent car storage and discourage car camping.

The group discussed the sliding scale that was purposed. After deliberation they decided to remove the sliding scale and stick with the fees shown in Table 3 of the Summary.

The Town Planner, Ned West will bring this discussion back to the Commission as a Resolution for approval at a future meeting.

## **DISCUSSION: COMPREHENSIVE PLAN UPDATE – CONTINUING DISCUSSION**

### **SUMMARY:**

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

Town staff would like the Planning Commission to study the Comprehensive Plan and determine if there are portions of the Plan that might warrant focus for potential amendments. The Commission is also asked to consider how they would like to further engage the community in developing potential amendments of the Plan.

Based on a series of study sessions with the Planning Commission, there are a couple of areas where the Comprehensive Plan warrants the greatest attention. These are incorporating more about water in the Plan and expanding on Tourism and Recreation. Around these topics goals and policies need to be developed to include in the Plan. The present goal is to continue to work with the Commission to develop draft language for the Plan and work towards adoption of the amended Comprehensive Plan by the end of the year.

### **COMMISSIONER QUESTIONS:**

The Commission reviewed the recreation sections of the Comprehensive Plan. After discussion they decided they would like the new Recreation Manager to write this section and then bring it back to Planning and Zoning for discussion/approval. Commissioner Engelman would like a break down of the events department and their roles issued in this section. The group would also like to see a section on outdoor entertainment, indoor entertainment, and a motorized vs. no motorized section.

The Commission moved on to discuss the utilities section and water conservation. They reviewed potential requirements such as rain sensors on irrigations systems/Wi-Fi controlled systems, landscape and foliage, and incentives on native landscapes that require little to no maintenance and limitations on sod or irrigated grass areas. The Town Council has suggested they would like to hire a Sustainability Coordinator who might be able to help with this section.

The Town Planner, Ned West gave the Plan to the Commission for further review and will discuss at the next meeting. Ned would like to have the Comprehensive Plan finalized by the end of 2022.

## **DISCUSSION: CORE AREA AND PARKS & WATERFRONT SIGN ZONES**

### **SUMMARY:**

Ned West gave the Commission an explanation and review of the core area, parks & waterfront sign zones.

The Town is considering amending the Sign Zone Map as presented in Chapter 16 – “Zoning” Article XI – “Sign Regulations”. This is a continuation of the previous discussions with the Commission on this

subject on March 2nd and with the Town Council on April 5th, during which both bodies were interested in pursuing two new sign zones: Core Area (CA) zone district and some peripheral properties in the near vicinity to that zone district as a Town Center Sign Zone and a Park & Waterfront Sign Zone. A preliminary map was discussed. Other Park & Waterfront Sign Zone areas to consider not currently shown on the working map would be the Recreation Path Segments, Dillon Cemetery, Dillon Disc Golf Course, and the Dillon Nature Preserve.

By creating new Sign Zones for these areas, consistency across sign requirements and design guidelines can be better achieved. For example, in the Core Area 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. Concepts for the Town Center Sign Zone might include blade signs that project perpendicular from a building out above the public realm, awning signs, integrated signage with store front architecture, new considerations for sandwich-board signs (A-signs), doorway signs or artwork, and perhaps murals and other artwork. Public information signs should have a consistent appearance and architectural character, Town branding, and provide clear messaging. The Town might consider bilingual informational signage as well.

In considering a Parks & Waterfront Sign Zone consistency, clear messaging, and Town branding are clear elements to consider, but also unifying elements that say you have arrived in a special place. Informational kiosks can help to inform the public. The stone bollards on Lake Dillon Drive, stone signs and Dillon's gateways are examples of unifying elements already found in Dillon's public realm.

#### **COMMISSIONER QUESTIONS:**

The Commission discussed Town Branding on all signs, wood signs/natural looking, QR Codes, interactive maps, weekday self-service and staff ran weekend kiosks. Ned West will present to the PRACC committee next week for evaluation and then will bring back to Planning and Zoning for further discussion.

#### **DISCUSSION: DUPLEXES IN THE RESIDENTIAL LOW ZONE DISTRICT**

##### **SUMMARY:**

Ned West gave the Commission an explanation and review of duplexes in the residential low zone district.

The Residential Low Density (RL) Zone district contains several neighborhoods in the Town of Dillon which are served by W. Buffalo Street, Three Rivers Street, Tenderfoot Street, E. & W. La Bonte Street, Gold Run Circle, and Oro Grande Street.

Town staff is asking the question, "should the Town of Dillon consider amendments to the residential low zoning provisions allowing duplexes in the zone?" The conversation is often met with instant, knee-jerk reactions, and political resistance; this is understandable based on the investments in property, the personal feelings of what is the ideal property ownership model, and aspirations of individuals to have and hold their own private space, surrounded by their own green ground, lovingly maintained in their

minds. Clearly, the “American Dream” might be so defined for some – owning one’s single-family home with surrounding private grounds for perpetual personal privacy, enjoyment, and happiness. Of course, that is an easily recognized mindset. The question here, with ever increasing financial burdens and extraordinary limitations on available physical property, does the ‘duplex’ concept preclude the very ultimate desires of many property owners? Are there social and community benefits that can easily meld into the ‘ideal’ aspirational mindset?

**PUBLIC COMMENT:**

Mr. and Mrs. Hart, 404 W. LaBonte and Mr. and Mrs. Haass, 14 Ensign were present for public comment. The Harts asked if this will be for duplexes only or will quad plex’s allowed? Ned assured them that what is currently being discussed is related to duplexes only and only one per lot. Accessory dwelling units on these properties would be a further discussion. They also asked if the units could all be sold at market value or half market value, half workforce housing (WFH).

Mr. Haass explained the economic value of allowing this in low residential areas. He thinks the units should be sold at 3/4 market value, a quarter WFH or deed restricted with the idea that at least one side be required to install an accessory dwelling unit dedicated to workforce housing.

**COMMISSIONER QUESTIONS:**

The Commission asked for multiple areas of the concept to be reviewed. Will this solve WFH issues, density concerns, STR, and parking? Ned explained that this is not a specific fix to the WFH issue but would help some. Density could be a concern, but single-family property redevelopment would likely take place over a long period of time. It was noted that residential properties must provide parking on their property and that it is anticipated the Town’s existing utility infrastructure could support such a concept.

Commissioners think this is a bigger issue then just Dillon and would feel more comfortable getting the County involved and having Town Council review it. They are concerned about these units turning into Short Term Rentals.

The Town Planner, Ned West indicated the subject might come up for further discussion during a future meeting.

**PROJECT UPDATES:**

- Bistro North: Deck underway
- Snarfs: remodel under way.
- Amphitheater: steps and fencing going in.
- Marina: Fuel system underway
- Panera Bread: Delayed. Starting Tenant Finish.
- Urgent Care: coming along, looking to get CO by July or August.
- Uptown 240: Crane coming down mid-July.

**OTHER BUSINESS:**

After discussion, it was determined that the July Planning Commission meeting will be cancelled due to the proximity to the Fourth of July Holiday and a lack of applications warranting a Special Meeting. The next meeting will be August 3, 2022.

**ADJOURNMENT**

There being no further business, Alison Johnston adjourned the meeting at 7:33 p.m.

Respectfully submitted,

*Michelle Haynes*

Michelle Haynes  
Secretary to the Commission