



TOWN OF DILLON
Planning and Zoning Commission
Special Meeting
VIA MICROSOFT TEAMS
Dillon Town Hall | 275 Lake Dillon Drive | Dillon, Colorado
Wednesday, March 1, 2023 | 5:30 p.m.
STAFF SUMMARY

DATE: March 1, 2023

AGENDA ITEM NUMBER: 6

DISCUSSION ITEM: Comprehensive Plan – Continued Discussion

BACKGROUND / TIME FRAME:

- February 2, 2017: Planning Commission review and recommendation for approval of the Town of Dillon Comprehensive Plan
- February 7, 2017: Town Council review and approval of the 2017 Town of Dillon Comprehensive Plan
- July 7, 2021: Planning Commission discussion / review of the Comprehensive Plan
- August 4, 2021: Planning Commission discussion / review of the Comprehensive Plan
- September 1, 2021: Planning Commission discussion / review of the Comprehensive Plan
- October 6, 2021: Planning Commission discussion / review of the Comprehensive Plan and finalize the Community Draft Public Engagement Survey
- October 22, 2021: Community Draft Public Engagement Survey Launch Event
- November 3, 2021: Planning Commission continued discussion on the Comprehensive Plan
- April 6, 2022: Planning Commission continued discussion on the Comprehensive Plan
- June 1, 2022: Planning Commission continued discussion on the Comprehensive Plan
- August 3, 2022: Planning Commission continued discussion on the Comprehensive Plan
- November 2, 2022: Planning Commission continued discussion on the Comprehensive Plan
- January 18, 2023: Planning Commission continued discussion on the Comprehensive Plan

SUMMARY:

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 (“**Planning 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.

As a guiding document, the Comprehensive Plan is not binding on the Town. However, the Zoning Code is intended to carry out the purposes of the Comprehensive Plan.

Town staff has worked with the Planning Commission to study the Comprehensive Plan to determine if there are portions of the Plan that might warrant focus for potential amendments.

During the previous Planning Commission study sessions related to the Comprehensive Plan, several areas of interest have been discussed:

- Workforce Housing
 - How can it be incorporated in the Core Area Zone District?
 - Parking challenges – Code currently states, “The full amount of parking spaces as required for residential uses must be provided on-site” (§16-6-50).
 - Redevelopment – Through the redevelopment of existing structures in the Core Area, the Town could partner with a developer to negotiate the disposal of Town property.
 - Ballot Measure 2C on the November 8, 2022 election voters provided the Town with the capability to bond up to \$20 million of 5A Workforce Housing Funds for planning, financing, acquiring, constructing, reconstructing, and repairing workforce housing projects.
 - The Town continues to negotiate with the County for the potential County Road 51 Workforce Housing project, now dubbed the Summit Village, currently in its predevelopment phase. Pertinent to this project is a traffic solution on US Highway 6 at Lake Dillon Drive / Evergreen Road and County Road 51
 - Staff is working with Denver Water to negotiate a potential easement for right-of-way improvements necessary to serve the potential housing development
 - Short Term Rental Properties and Impacts on the Community and Housing
 - Zone district considerations
 - Consider permitting duplexes in the Residential Low (RL) zone district

- Accessory Dwelling Unit (ADU) incentives
 - Tap fee rebate program for qualifying tenants
 - Code adoption to allow freestanding ADUs – cottage style dwellings
 - Increase marketing of the ADU incentives with an aim of getting additional workforce housing
 - Summit County Housing Crisis
 - Walkability, Connectivity, and Creating a Sense of Place in the Core Area
 - Walkability – the Town has hired a consultant, Clark & Enersen, to perform a Town Center walkability study and design for improvements in the Core Area to create a more walkable Town and enhance connections from Town Park, through the Town Center, and connecting to the Marina, Marina Park, and Amphitheater
 - Planned public engagement at the Full Moon Festival on Saturday, March 4, 2023.
 - Town staff regularly meets with the consultant as they develop their concept plans.
 - Town Council Work Session presentation planned for March 21, 2023.
 - Wayfinding – the Town has entered into a memorandum of understanding with the University of Colorado – Denver Technical Assistance Program (UTAP) to develop a ‘toolbox’ of wayfinding and informational signage for implementation Town wide to unify the messaging and help to convey a sense of place and arrival. This work will tie in with the ongoing work for unified messaging and sign zone design guidelines.
 - Identify key ‘nodes’
 - Branding
 - Staff continues to meet with the UTAP team
 - Tourism & Recreation – The Town has created a Recreation Department and hired a recreation manager within the Events Department. The department continues to hire staff and is implementing new activities all the time.
 - Staff is working on developing a new section in the Comprehensive Plan dedicated to Tourism and Recreation in accordance with State Statutes
 - Balance visitors and community residents
 - Transportation
 - Discussed mass transit and “micro transit”
 - Staff has met with a representative with Via (<https://ridewithvia.com/resources/articles/what-is-microtransit/>) and is in discussions with other community partners to consider the micro transit option on a more community-wide scale
 - Staff continues to meet with Summit County community partners in discussing bringing in point to point shared micro transit
 - Path and trail system expansion

- The Town is issuing an RFP for a Trails Master Plan
 - The Town is reviewing the Parks and Recreation Master Plan (last adopted in 2007) and considering potential updates to that document
 - The Town Council is considering expanding trails through Town to include dirt trails along the lake, and the Trails Master Plan is critical to that concept.
 - Highway 6 improvements
 - Sidewalk connections. The Town is currently designing a sidewalk connection along the northern side of US Highway 6 to connect Evergreen Road / Lake Dillon Drive to Dillon Ridge Road via an easement through the Dillon Medical Center site.
 - Roundabouts – currently two are conceived on U.S. Highway 6 as a necessary improvement for the potential ‘Summit Village’ workforce housing development.
- Community gathering spaces and creating a sense of place.
- Land Use Guidelines and High Priorities (see table on 6-2 of the Comprehensive Plan)
 - Update to reflect what has been accomplished or is in process.
 - Draft new high priorities considering Town Council, Planning Commission, EDAC, and PRACC input on the subject.
- Utilities:
 - Updates are in process with some expansion into water conservation elements being considered for the Comprehensive Plan to align with the State of Colorado Water Plan <https://cwcw.colorado.gov/colorado-water-plan>
 - Consider limiting sod areas in new developments.
 - Consider establishing watering days / limiting the number of water days per week.
 - Smart irrigation systems
 - Moisture / weather sensing and adapted irrigation controllers
 - Forecast controlled irrigation systems.
 - Limit wasteful irrigation and limit parking lot island irrigation based on the size of the island to avoid uncontrolled runoff.
 - Voluntary water conservation program support
 - Incentivize water conservation and ‘Colorado-scapes’ / native species.
 - Voluntary water restrictions
 - QWEL (Qualified Water Efficient Landscaper): the Town has two (2) QWEL trained staff and will encourage QWEL certified landscapers
 - Include the Dillon Source Water Basin in the Plan, highlight source water protection and basin preservation
 - Wildfire fuels mitigation in Dillon’s Source Water Basin

- Town Council budgeted \$20,000 for summer 2023 wildfire fuels mitigation (hazard tree removal) work in the vicinity of the raw water diversion structure on Straight Creek
 - Staff has met with the U.S. Forest Service and National Forest Foundation to include matching grant funding and to implement the project.
 - Encourage Xcel to improve overhead power infrastructure
- Sustainable land and water use goals
 - Sustainable City Codes: <https://sustainablecitycode.org/>
- Addressing Equity in the Plan

Tasks:

- Community Engagement:
 - Community Draft Event and Survey in October 2021
 - The Planning Commission has held extensive public meetings discussing and studying the Comprehensive Plan
 - Referral of the draft amendments to Summit County Government and other entities
 - Public Hearings will be held by the Planning Commission and Town Council to adopt updates to the Comprehensive Plan
- Comprehensive Plan Amendments
 - Focus on pertinent sections
 - New or Expanded Sections
 - Tourism and Recreation
 - Water Conservation
 - Include Dillon’s Source Water Basin
 - Expand on water conservation: irrigation, landscaping
 - Work on draft amendment language

Based on a series of study sessions with the Planning Commission, there are a few areas where the Comprehensive Plan warrants the greatest attention. These are incorporating more about water into the Comprehensive Plan, expanding on Tourism and Recreation, and Housing. 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 in 2023.

DEPARTMENT HEAD RESPONSIBLE: Ned West, AICP, Sr. Town Planner