



October 17, 2023

To: Mayor Carolyn Skowrya and Dillon Town Council
From: Ned West, AICP, Sr. Town Planner
Subject: Planning Department Report
October 17, 2023, Town Council Work Session

Planning & Zoning Commission Update:

Regular Meeting October 4, 2023 – Held via Microsoft Teams

1. **Resolution PZ 06-23, Series of 2023** A RESOLUTION RECOMMENDING THE ADOPTION OF THE THREE-MILE PLAN FOR THE TOWN OF DILLON.
2. **Discussion Item:** Trash and Recycling Enclosures – proposed Code Amendments
3. **Discussion Item:** Considerations for Creating a Marina Overlay District
4. **Discussion Item:** Continuing Study of the Comprehensive Plan update
5. **Discussion Item:** Core area zone district Restaurant Incentives – Parking
 - a. Potential Code Amendment specific to Core Area zone district restaurant parking requirements.
 - b. The concept is to reduce the required parking to incentivize restaurants and revitalization.
 - c. Consider a change to the payment in lieu of fee for deficient parking spaces specific to Core Area zone district restaurants.
 - d. Review Core Area zone district parking in general and considerations on how to better incentivize redevelopment and increase property values.

Development Application Review & Long-range Planning:

- Climate Action & Sustainability
 - Preparing the application for the SolSmart program
 - Researching renewable energy grant funding
 - Enrolled in the Xcel Energy Partners in Energy program to develop a Town of Dillon Energy Sustainability Community Plan

- Inflation Reduction Act (IRA) funding resource research and exploration
 - Electric Vehicle charging potential siting and outreach to Xcel Energy. Infrastructure evaluation.
 - Water
 - Working on Source Water Protection Ordinance
 - Watering Schedules
 - Researching Grant Funding
- Town Park Plaza – preliminary design and programming. Coordination with Events and Public Works.
- Development and sign application pre-application meetings, review, and permit issuance
- Planning cases to date: 143. Planning cases this time last year 134 and 112 this time in 2021. These cases are tied to actual applications received and do not represent all the current planning projects being worked on and coordinated with potential applicants or long range planning efforts.
- Coordinate on-going projects.
- Meetings and review of concept planning materials from JGJP Dillon.
- Zoning and Building Code enforcement.
- Code review & amendments
 - Work on new Sign Zones – Parks & Waterfront and the Town Center Sign Zone.
 - Sign branding and consistent messaging.
 - Work on Chapter 16 potential Code amendments.
 - Work on waste and recycling enclosure code language.
 - Study commercial parking requirements.
 - Considerations for restaurants in the core Area zone districts and specific parking requirements for such businesses to incentivize them.
- Wayfinding
 - The student team presented their work at the October 3, 2023 Town Council work session meeting.
 - The concepts presented in their Wayfinding Master Plan will lend to future planning for a townwide update to wayfinding to improve the vitality and connectivity of the town.
- Walkability
 - Meetings with the walkability consultant, Clark & Enersen
 - The Design Charette held on August 3 at 5:30 p.m. at Dillon Town Hall was a great success with over 25 members of the public in attendance providing their thoughts on the design. Three members

- o of the Town Council attended, and four members of the Planning and Zoning Commission were in attendance.
- o Continued work with the consultant for design-development.
- Micro Transit
 - o Summit County and the Summit Stage issued an RFP for a feasibility study for micro transit. The selected firm, Fehr & Peers.
- Working on a potential new location for the bus stop in the Dillon Ridge Marketplace for improved safety and bus routing.
- Comprehensive Plan (Comp Plan)
 - o Edits and development of new Plan sections for Recreation & Tourism and expanding water conservation & sustainability, incorporating the Colorado Water Plan into the Town's Comp Plan.
 - o Coordinating the Recreation & Tourism section with the Town's recreation department.
 - o Working on land use elements.
 - o The Comp Plan will go through a public hearing process before both the Planning Commission and Town Council during the final approval process.
 - o The Planning Commission has been discussing various aspects of the Plan in public meetings for quite some time. The Planning Commission is contemplating late summer for finalizing amendments to the Comp Plan.
 - o This effort is being done entirely in-house.
- GIS mapping
- Studying build-out potential with existing infrastructure and long range infrastructure needs.
- Native Species Garden
 - o The concept is to create a native species display garden with species identifiers and relative water demand to help guide the public on potential alternate landscapes for their property as an alternative to high water demand landscapes.
 - o Coordinating a native plant species display garden near the Dillon Community Garden. Beginning the planning and design phase this year with potential implementation in the spring of 2024. Coordinating with HC3 for educational elements and signs and the landscape architect for the design. The Town Council committed to the project in a previous work session, but the project is not currently in the 2024 budget.
 - o Working with the team to refine the scope of the garden.
 - o Met with community members interested in donating to the education native species garden.

- Accessory Dwelling Unit inventory, addressing, and County updates. Considerations for future incentives and Code amendments.
- Wildfire Fuels Mitigation:
 - o Attend Wildfire Council meetings.
 - o Coordinating the wildfire mitigation work near the Town's raw water diversion structure and the trails at the end of County Road 51. The Forest Service and National Forest Foundation (NFF) selected a contractor for the work. The Town has entered into an agreement with the National Forest Foundation for their grant contribution in addition to the Town's \$20,000 committed contribution for a project total of \$50,000 for hazard tree removal in the area near the Straight Creek raw water diversion structure and trails network. The NFF informed the Town on October 10 that the contractor was not able to perform the work and thus the contract has been cancelled.
 - NFF is preparing a letter recognizing the Town's contribution and providing assurance that the funds are dedicated to the project and will be utilized in 2024 for the same.
 - o Coordinating wildfire mitigation work on the Dillon Nature Preserve. Met with Denver Water and Colorado State Forest Service who are fully supportive of a future project. The Town intends to submit an application to the Wildfire Council for the project projected to be done in 2024.
 - o Coordinating fire protection work for the raw water diversion structure itself. Meeting with the USFS to determine available scope of work.
 - o Working with Denver Water for planning potential wildfire mitigation work near the Dillon Public Works Shop. It is hoped that such a project might be accomplished in 2025.