



**TOWN OF DILLON  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
Wednesday, September 3, 2014  
5:30 p.m.  
Dillon Town Hall  
275 Lake Dillon Dr.**

**AGENDA**

1. Call to Order
2. Approval of the minutes of the August 6, 2014 regular meeting.
3. Public Comments: Open comment period for planning and zoning topics not on tonight's agenda.
4. Dillon Municipal Code interpretation per Sec. 16-3-10(b): 'Parking Requirements' (Sec. 16-6-40) as it relates to dormitory style rooms for boarding The Commission shall make a determination such that the Code may be clarified if warranted.
5. Discussion Item:

Electronic Message Centers (Digital Sign Displays)
6. Other Business
7. Adjournment

RECORD OF PROCEEDINGS

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TOWN OF DILLON  
PLANNING AND ZONING COMMISSION

REGULAR MEETING  
WEDNESDAY, August 6, 2014  
5:30 p.m.  
Town Hall

**CALL TO ORDER**

The regular meeting of the Planning and Zoning Commission of the Town of Dillon, Colorado, was held on Wednesday, August 6, 2014, at Dillon Town Hall. Chairman Bailey called the meeting to order at 5:35 pm. Commissioners present were: Jerry Peterson and Jeff Shibley. Commissioners Gaddis and Nosari were absent. Staff members present were Dan Burroughs, Town Engineer, Scott O'Brien, Public Works Director.

**APPROVAL OF THE MINUTES OF July 2, 2014**

Commissioner Peterson moved to approve the meeting minutes from July 2, 2014, Commissioner Shibley seconded the motion, which then passed with roll call vote.,

**Public Comments**

No Public Comments

**Discussion of Dillon Municipal Code interpretation per Sec. 16-3-10(b):** 'Parking requirements' (Sec. 16-6-40) as it relates to dormitory style rooms for boarding. The Commission shall make a determination such that the Code may be clarified if warranted.

Staff requests the Planning & Zoning Commission to interpret the Dillon Municipal Code on an item that is not clearly addressed: parking requirements as they relate to dormitory style boarding. This interpretation is made in accordance with Sec. 16-3-10 "General Provisions" which provides for an interpretation to be made by the Planning and Zoning Commission where the wording of Chapter 16 is not sufficiently precise enough to determine a particular use.

Sec. 16-6-40 "General Parking Requirements" has tables listing the number of required spaces per particular use. Lodging, Hotel, Motel and Bed & Breakfast are listed, as are High Schools and Colleges. The Commission is asked to consider what parking requirements they would consider appropriate for dormitory style boarding that may have as many as eight (8) bed spaces per room. Perhaps considering a bunk house, barracks, or a hostel might help to get your mind around what sort of setting this might apply. The Lodging criteria currently in the Code require one (1) parking space per bedroom / unit. Applying this to dormitory style boarding may lead to a substantially undersized parking facility. The High School and College parking requirements are 0.25 spaces per student capacity.

Although the Town does not have a current application for such a facility, staff has met with interested parties and would like the Commission to make this determination such that the developer takes the Planning and Zoning Commission's view into consideration in their design.

Attached is Article VI "Off-Street Parking" of Chapter 16 "Zoning" for your review in considering the question.

## RECORD OF PROCEEDINGS

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Dan presented information about the water and sewer tap fees associated with dormitories and hotel rooms. A hotel room with 2 queen beds would require 0.35 EQRs and 4 dorm beds would require 0.40 EQRs. This information did not really help with deciding how much parking would be enough for each bed space in a bunk room.

Dan suggested that it would not be unreasonable to set the parking requirement at one space per bed space in the bunk rooms. It is possible that each person in the bunk room would bring their own vehicle. This approach would ensure that there would not be a parking problem.

The commission discussed that fact that the Town code only requires one vehicle per bedroom in a hotel; but a lot of hotel rooms with two queen beds are used by a families who come in one vehicle. The commission discussed whether or not a bunk room with four bed spaces would be four unique individuals who arrived separately; or perhaps would include couples that came together by car; with no definitive conclusion.

The commission discussed whether parking spaces should only be required for 50% or 75% of the bunk spaces in each bunk room.

The commission discussed the concept that perhaps the developer could work with a neighboring private property owner to allow for overflow overnight parking on their property. Dan suggested that the code could be written to possibly allow the use of an adjacent property as overflow parking through a conditional use process for bunk bed spaces. Hotels and hostiles need overnight parking, whereas a retail store or restaurant need sparking during the day.

The commission suggested that staff get more information about parking problems and bunk room parking requirements from other hostiles in Leadville, Steamboat Springs and Winter Park.

Dan told the commission that he would have the Town Planner call these hostiles and the Towns to determine if they have a parking problem and determine the number of spaces they require.

**Other Business:** No other business.

**Adjournment:** There being no further business, the meeting adjourned at 5:59 pm.

Respectfully submitted,

*Debbie Wilkerson*

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Debbie Wilkerson,  
Secretary to the Commission