



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

1. Call to Order
2. Approval of the minutes of the September 3, 2014 regular meeting.
3. Public Comments: Open comment period for planning and zoning topics not on tonight's agenda.
4. Consideration of Resolution PZ 07-14, Series of 2014; A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO TO RECOMMEND THE AMENDMENT OF CHAPTER 16, "ZONING," ARTICLE VIII, "DESIGN GUIDELINES," SECTION 16-8-90, "STORAGE AREAS," OF THE DILLON MUNICIPAL CODE OF THE TOWN OF DILLON, MODIFYING THE REQUIREMENTS FOR SCREENING BOATS, TRAILERS, CAMPERS AND OFF-ROAD VEHICLES; AND, SETTING FORTH DETAILS IN RELATION THERETO.  
**(PUBLIC HEARING)**
5. Consideration of Resolution PZ 08-14, Series of 2014; A RESOLUTION BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO, RECOMMENDING THE AMENDMENT OF CHAPTER 16, "ZONING," ARTICLE XI, "SIGN REGULATIONS" OF THE DILLON MUNICIPAL CODE OF THE TOWN OF DILLON, COLORADO, FOR THE PURPOSES OF ADDING REGULATIONS FOR OFFICIAL SIGNS; AND, SETTING FORTH DETAILS IN RELATION THERETO.  
**(PUBLIC HEARING)**
6. Other Business
7. Adjournment

# RECORD OF PROCEEDINGS

---

**DRAFT**

## TOWN OF DILLON PLANNING AND ZONING COMMISSION

REGULAR MEETING  
WEDNESDAY, September 3, 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, September 3, 2014, at Dillon Town Hall. Vice Chairman Nosari called the meeting to order at 5:32 pm. Commissioners present were: Amy Gaddis, Nathan Nosari, Jerry Peterson and Jeff Shibley; Commissioner Brad Bailey was absent. Staff members present were Ned West, Town Planner / Engineering Inspector, Dan Burroughs, Town Engineer / Community Development Coordinator.

### **APPROVAL OF THE MINUTES OF August 6, 2014**

Commissioner Peterson moved to approve the meeting minutes from August 6, 2014. Commissioner Shibley seconded the motion, which then passed with roll call vote, Commissioner Nosari abstaining because he was not present at the August 6<sup>th</sup> meeting.

### **Public Comments**

No Public Comments – No Members of the public Present.

### **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.

Ned West, Town Planner, presented the topic and began the discussion with stating that this interpretation is a continuation of the discussion from the previous Planning and Zoning Commission meeting where the commissioners discussed a parking ratio of 50-75% parking spaces to beds for dormitory style / hostel lodging. Mr. West presented data obtained from surrounding communities as well as some throughout the State and Nation. Many communities use their parking requirements for dormitories for assessing the parking requirements for a hostel. Included in the table presented to the commissioners was data from the Dillon Municipal Code for various parking requirements for comparison purposes.

## RECORD OF PROCEEDINGS

<b>Jurisdictional Comparison for Hostel Parking Requirements</b>							
<b>Hostel Location</b>	<b>Have Hostel</b>	<b>Parking Spaces</b>	<b>Occupants / Beds</b>	<b>Unit</b>	<b>Square Feet</b>	<b>Specifically Address Hostels</b>	<b>Comments</b>
Anchorage, AK	Yes	1	2		600	Yes	Hostel Group Living: 1 parking space per 2 beds, + 1 per 100 SF of assembly area
Boulder	Yes	2	3			Yes	
Estes Park	Yes	1	3			Yes	+ 1 space per 3 employees
Gunnison	Yes	1	1			Yes	+1 space per 3 employees
Aspen	Yes	0.7		1		No	Hotel / Lodge
Breckenridge	Yes*				1,000	No	*Property annexed as is <b>Dormitory</b> inside service area - fractional component paid, not rounded up <b>Dormitory</b> outside service area - fractional portion rounded up Based on their website & aerial photography. 0.74 spaces per bed
The Bivvi, Breck		14	19				
Durango	Yes	1	2			No	<b>Dormitories / Fraternities / Sororities</b>
Fraser	Yes*					No	*Former hostel purchased and privatized as a ranch bunk house
		1		1			Hotels, Hotels, Rooming Houses
		1		1			For each owner's / manager's quarters
Glenwood Springs	Yes	1		1		No	Hotel, Rooming House
Grand Junction	Yes	1	4			No	Group Living. + 1 space per each 3 employees
		1	2				<b>Dormitories</b>
		1		1			Hotels. + 1 space per 250 SF or restaurant, bars, meeting space
Grand Lake	Yes	2		1		No	Bed & Breakfast Group Home. + 1 space per 4 beds
		1		1			Hotels. 1.5 spaces per 2 bedroom unit; 2 spaces per 3 bedroom unit; 2.5 spaces per 4 bedroom unit
		1		1			Hotel, motel, lodge
Ketchum, ID	No*	0.75		1		No	Accommodation. *Proposal for Hostel brought forth, but does not appear to have gone forward
		1			1,500		Residential. + 1 space for every 4 residential units
Leadville	Yes	1		1		No	Hotels, hotels, bed & breakfast
		1		10			+ 1 space per employee for each 10 units; min. 1 space per employee
Salida	Yes	1		1		No	Lodging. + 1 space per 150 SF of group assembly, + 1 space for accessory commercial space + 1 space per manager / front desk person
Dillon	No					No	
		1		1			Lodging
		0.25	1				College. + 1 space per faculty member
		1	4				Auditorium / Theater
		1	1				Adult Entertainment. 1 space per seat + 1 space per employee based upon maximum

Mr. West stated that there is a potential for a hostel to come to Dillon, and since the Code does not specifically address the parking requirements for such dormitory style lodging, Town staff is requesting that the Planning and Zoning Commission make an interpretation of the Code and decide what the appropriate parking requirements should be for such a type of lodging. This information is needed so that the potential developer can develop a site plan and business model. The issue with the current Code regulations on parking as it relates to lodging is that there would be a requirement for one parking space per lodging unit; however, a hostel might have as many as eight beds in a single lodging unit or dormitory room.

Dan Burroughs, Community Development Coordinator, stated that this is a unique potential project, but he cautioned the commissioners not to judge the specific project and its potential location, but consider the basic question of what parking requirement seems the most appropriate for the style of lodging.

Commissioner Nosari asked if there is data presented to date by the potential applicant as to the modes of travel for their potential clients. How many come by Greyhound versus personal car?

Commissioner Gaddis commented that typically people staying in hostels come by mass transit.

Mr. West agreed that that is the model we see elsewhere in the world, especially in Europe; however, the lack of mass transportation in the United States makes it difficult to make that assumption. This is especially true for Summit County where there is some, but limited, mass transit opportunities.

## RECORD OF PROCEEDINGS

---

Commissioner Nosari stated that the County does have a Greyhound station.

Mr. West acknowledged the Greyhound station as well as the Colorado Mountain Express, and another transit company bringing people up from the Denver airport. Also noted is that six people might pile into a vehicle and travel to Summit County for winter activities and then seek affordable lodging such as a hostel, but there also might be that one person in their own car wanting to stay there.

Commissioner Gaddis asked if the developer had done a hostel project elsewhere.

Mr. Burroughs stated that he did not think that the particular person that Town staff has been dealing with does not appear to have yet done a development project. We will be asking the developer to submit a study for their project that would include travel modes of clientele and parking demands; however, the Town is also interested in protecting itself from parking problems or law suits. It was noted that there is no Town provided overnight parking in the area of the potential project, as there is in the Town Center. So no overflow is readily available. The Town does not want to be burdened in the future with a parking problem associated with this style of lodging.

Mr. West stated that the potential applicant had stated that they would reach out to the surrounding businesses to try to obtain some overnight, overflow parking through joint parking agreements. This does not eliminate the need to provide the required parking on site.

Commissioner Gaddis summarized the presented jurisdictional comparison data by stating that the parking requirements range from 50% to 100%. She then asked if we have any idea what the developer is thinking about for occupants.

Mr. West stated that the last number talked about was a one hundred bed hostel with some private rooms and some in dormitory style rooms.

Commissioner Peterson then commented with that size of a facility there will be a need for bus parking. There will be church groups wanting to come by bus.

Mr. Burroughs again asked the commissioners to consider the parking requirements in more general terms rather than only considering this particular potential project.

Commissioner Peterson referenced the hostel in Breckenridge that has 0.74 spaces per bed. He felt that is a good number to use. Then he thought adding one space per employee would be appropriate. Commissioners Shibley, Gaddis, and Nosari agreed with a 75% ratio. The employee parking was further discussed, and the commissioners agreed on a parking requirement for employees of one space per three employees present on site at any given time. If there are employees living onsite, the parking requirements associated with their dwelling units would count, but they would not be double counted in the employee count for the general parking lot.

### **Discussion Item:**

Electronic Message Center (Digital Displays): Staff was supposed to meet with CDOT today to discuss the topic with them; however, they were forced to postpone the meeting. Staff has nothing new to present tonight and refers the commissioners to the numerous previous discussions on the topic in the past. The signs being discussed would be Town entry signs both on Lake Dillon Drive as well as the western entry signs on Anemone Trail. Both staff and the Town Council are interested in changing the existing marquee signs to a digital format primarily to improve the ability to change the copy on the signs, as well as the idea to get the word out for traffic problems as quickly as possible to

## RECORD OF PROCEEDINGS

---

avoid the clogging of Highway 6 that has been observed in the past. Things to consider will be how often the sign displays will cycle from image to image.

### **Other Business:**

It was discussed that there is a possibility that we will not need to have a meeting in December due to a lack of foreseeable applications. Staff does anticipate tenant finish and even some single family development applications, but those are currently staff level approvals because the Code was changed by the previous planner to make things that way.

Again discussed trying to schedule legal training. Proposed looking into a Monday, perhaps 10-12 p.m. because of the town attorney's inability to come up on Wednesdays.

**Adjournment:** There being no further business, the meeting adjourned at 6:00 pm.

Respectfully submitted,

*Debbie Wilkerson*

---

Debbie Wilkerson,  
Secretary to the Commission

**PLANNING AND ZONING COMMISSION ACTION ITEM  
STAFF SUMMARY  
NOVEMBER 5, 2014 PLANNING AND ZONING COMMISSION MEETING**

**DATE:** October 30, 2014

**AGENDA ITEM NUMBER:** 4

**ACTION TO BE CONSIDERED:** Consideration of a Resolution No. PZ 07-14, Series of 2014:

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO TO RECOMMEND THE AMENDMENT OF CHAPTER 16, "ZONING," ARTICLE VIII, "DESIGN GUIDELINES," SECTION 16-8-90, "STORAGE AREAS," OF THE DILLON MUNICIPAL CODE OF THE TOWN OF DILLON, MODIFYING THE REQUIREMENTS FOR SCREENING BOATS, TRAILERS, CAMPERS AND OFF-ROAD VEHICLES; AND, SETTING FORTH DETAILS IN RELATION THERETO.

**SUMMARY:**

Currently Section 16-9-90 of the Town code reads as follows:

*Storage areas for boats, trailers, campers and off-road vehicles shall either be completely enclosed or screened from adjacent properties, streets and other public areas by fences, planting or other suitable means.*

Over the past 10 years this ordinance hasn't been enforced on a regular basis. Recreational Vehicles (RVs), boats and trailers come and go depending on the season; so the visual impacts to neighborhoods is variable as well. So the question has arrived as to whether or not to start rigidly enforcing this code section or remove it from the Town of Dillon municipal code.

Presently there are over 20 violations within the Town Limits. Enforcement of these rules would put an immediate financial burden on those who do not comply with the code. It would also require an estimated 160-320 hours of staff time to create all the necessary documents, deliver them and work with each property owner to resolve these issues over the next year.

**What do neighboring communities require with regards to screening these type of recreational items?**

Town of Frisco's code does not mandate screening for boats, trailers, ATVs or RVs but does mandate screening for dumpster enclosures and construction/industrial equipment.

Breckenridge does not require screening for these types of oversized vehicles and trailers. Breckenridge does however provide a parking lot at 1700 Airport Blvd. for parking oversized vehicles and trailers for a \$5 nightly fee.

Silverthorne's code defines screening as being a minimum of 6 feet tall...but only requires screening of these items within Mobile Home Parks [T.O.S. Sec. 4-4-22(e)(6)].

Summit County on the other hand does have special requirements for the storage of Recreational Vehicles, Boats and Utility Trailers on single family and duplex lots:

- They must be Owned by the property owner or tenant that resides on the lot.
- May not exceed 33' or 15,000 GVW.
- Be licensed and in good condition
- Placed on gravel or paved surfaces
- May not be stored in the front yard or within required setbacks.

### **Should we require screening as part of a development application?**

The simple issue is that screening boat, trailers, RVs should not be part of any development application. Residents may have these at the time of application or acquire them after their home is built or remodeled. So there is an inherent unfairness to require a person going through a development permit process to screen these items if they own them, while a resident who does not have a development application pending can simply purchase these items and not be required to screen them.

### **HOAs and Mutli-Family copmplexes.**

HOAs and multifamily complexes basically have the ability to self-regulate the appearance of their properties. They can choose to allow the storage of these items, deny them outright or they can build a separate storage area for that purpose.

For example, Anchorage West has a screened storage area. Many of the boats do stick up above the fence line....so it is up to debate as to whether or not this screening is effective or useful.

### **STAFF RECOMMENDATION:**

Since the Town of Dillon is located within a popular recreational area it is common for property owners to have boats, trailers, ATVs, RVs and campers to enjoy our natural environment. It is therefore a common occurrence to see these items parked around town, in driveways and along the back and sides of single family homes. It doesn't seem to be necessary to enforce screening of these items because they are quite common in many of the lots in Dillon and these items come and go on depending on the season.

The Dillon Marina has numerous boats on trailers year round and it doesn't make since to screen something that is inherent to the very nature and business of running a Marina. The code would need many exceptions to accomodate the Marina's summertime operations and winter storage function of boats on trailers. Alternatively, the Marina could have a stockyard look with lots of fenced storage areas which would highlight the tops of the boats projecting above the 6' high fencing.

Installing a six foot fence around an RV or Boat sitting on a trailer does not seem worthwhile considering that many of these items will stick up and additional 4'-6' above the fencing. Sailboats sit very high on their trailers due to their keels.

Additionally, HOA's within the Town limits already have the ability to self-regulate these items to their satisfaction and don't need municipal code language to do as they please.

Since the community already has demonstrated a need for onsite storage of these types of items next to people's house, and the fact that the Town only receives one or two complaints a year, it makes sense to simplify the code and allow the currently observed behavior and repeal this section of the code. **Town Staff therefore recommends approval of Planning and Zoning Commission Resolution No. PZ 07-14, Series of 2014 to repeal Section 16-8-90 of the Town Municipal Code.**

**ACTION REQUESTED:**

*PUBLIC HEARING*

Motion, Second, Roll Call Vote.

Resolutions require the affirmative vote of a majority of the members present.

**STAFF MEMBER RESPONSIBLE:** Dan Burroughs, Community Development Coordinator,  
Town of Dillon



**RESOLUTION NO. PZ 07-14**  
**Series of 2014**

**A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO TO RECOMMEND THE AMENDMENT OF CHAPTER 16, "ZONING," ARTICLE VIII, "DESIGN GUIDELINES," SECTION 16-8-90, "STORAGE AREAS," OF THE DILLON MUNICIPAL CODE OF THE TOWN OF DILLON, MODIFYING THE REQUIREMENTS FOR SCREENING BOATS, TRAILERS, CAMPERS AND OFF-ROAD VEHICLES; AND, SETTING FORTH DETAILS IN RELATION THERETO.**

**WHEREAS**, the Planning and Zoning Commission of the Town of Dillon desires to repeal Chapter 16, "Zoning," Article VIII, "Design Guidelines," Section 16-8-90, "Storage Areas," of the Dillon Municipal Code of the Town of Dillon, Colorado; and

**WHEREAS**, following the required notice, a public hearing was held on November 5, 2014, before the Planning and Zoning Commission of the Town of Dillon on the repealing of Chapter 16, "Zoning," Article VIII, "Design Guidelines," Section 16-8-90, "Storage Areas," of the Dillon Municipal Code of the Town of Dillon, Colorado; and

**WHEREAS**, following the public hearing the Planning and Zoning Commission of the Town of Dillon has determined that it is in the best interest of the Town to make a recommendation to the Town Council of the Town of Dillon to repeal Chapter 16, "Zoning," Article VIII, "Design Guidelines," Section 16-8-90, "Storage Areas," of the Dillon Municipal Code of the Town of Dillon, Colorado as set forth herein below.

**NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO, AS FOLLOWS:**

Section 1. That the Planning and Zoning Commission of the Town of Dillon hereby makes a recommendation to the Town Council of the Town of Dillon that Chapter 16, "Zoning," Article VIII, "Design Guidelines," Section 16-8-90, "Storage Areas," of the Dillon Municipal Code of the Town of Dillon, Colorado is repealed in its entirety.

**APPROVED AND ADOPTED THIS 5<sup>TH</sup> DAY OF NOVEMBER, 2014 BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO.**

**PLANNING AND ZONING COMMISSION,  
TOWN OF DILLON**

By: \_\_\_\_\_  
Brad Bailey, Chairperson

ATTEST:

By: \_\_\_\_\_  
Debbie Wilkerson, Secretary to the Commission

**PLANNING AND ZONING COMMISSION ACTION ITEM  
STAFF SUMMARY  
NOVEMBER 5, 2014 PLANNING AND ZONING COMMISSION MEETING**

**DATE:** October 31, 2014

**AGENDA ITEM NUMBER:** 5

**ACTION TO BE CONSIDERED:**

Consideration of a Resolution No. PZ 08-14, Series of 2014: **A RESOLUTION BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO, RECOMMENDING THE AMENDMENT OF CHAPTER 16, “ZONING,” ARTICLE XI, “SIGN REGULATIONS” OF THE DILLON MUNICIPAL CODE OF THE TOWN OF DILLON, COLORADO, FOR THE PURPOSES OF ADDING REGULATIONS FOR OFFICIAL SIGNS; AND, SETTING FORTH DETAILS IN RELATION THERETO.**

**INTRODUCTION:**

This resolution creates Code language for display criteria for signs owned by the Town of Dillon. If the Town determines to designate signs that it owns as “Official Signs” by a Resolution of the Town Council, then the display criteria established by this new Code language will apply.

In an effort to improve Town communications with the public, this new Code language provides for the capability of having digitally formatted copy that can be automatically changed. This type of display would only be permitted for Official Signs owned and maintained by the Town.

On occasion outdated materials might linger on the Town marquee signs past an event date, and the Town is often placed into a position of choosing between equally deserving display materials. The opportunity to convey timely information is lost when this happens. Digitally formatted displays could easily cycle between numerous information panels for various Town events, public safety information, and other happenings and services available in the Town.

One might recall the grid lock experienced numerous times last winter, and over winters past, when I-70 roadway conditions back traffic to a standstill for hours on Highway 6. This is a recurring problem which presents life safety risks as emergency responders and snow removal operators are unable to perform their required duties. It is hoped that if the Town can quickly respond to such incidents by posting information to travelers enabling them to find their way back to Dillon where they might find a meal, lodging, or simply get off of the highway and find a place to safely park. Certainly such communications will not resolve the impacts of inclement weather and accidents on the traveling public in the mountain corridor, but it is hoped that with increased communication and public awareness, that conditions might improve.

Other public communications such as details on prescribed burns, fire bans, roadway closures in the area, and timely public safety information would help to reduce the impact on emergency dispatch calls related to enquiries into such. This would help to free up that system such that it may perform its services more effectively. The Official Sign might also be used to highlight Town of Dillon entities and the goods & services they provide.

The Town has consulted with CDOT with regards to the display criteria of Official Signs and has modeled this Code language in conformance with their regulations. In addition, Town staff has researched numerous other municipalities' ordinances throughout the state and nation in preparing this Code language such that these regulations are fitting with the "industry standard" on the subject. Studies on traffic safety and brightness criteria with regards to digital displays were examined to further help shape these regulations.

## **SUMMARY:**

This resolution adds a new Section 16-11-265 "Official Signs" to Chapter 16 "Zoning," Article XI "Sign Regulations" of the Dillon Municipal Code. It also makes a few minor amendments elsewhere in Article XI to add new definitions and sign criteria compatible with this new Code section.

The new Section 16-11-265 "Official Signs" details the following:

- Official Signs are designated by a Resolution of the Town Council
- Only signs owned and maintained by the Town may be designated as Official Signs.
- May have two (2) faces as part of one (1) sign, and sign faces may be at angles with each other so long as a portion of the sign structure is common to both sign faces. In the case of signs with two (2) faces, the sign area shall be considered as one (1) of the faces.
- Maximum Sign Area: 100 Square Feet
- Maximum Sign Height: 18 Feet whether an Official Monument Sign or an Official Freestanding Sign
- May have manual or automatic changeable copy. Automatic copy changes may be on Digital Displays or electronic message centers.
- May be used by the Town for the purposes of announcing events and activities in the Town, to provide public service information and emergency communications, and may be used to advertise goods and services provided to the general public by businesses operating in the limits of the Town of Dillon. Off premises displays of goods and services are permitted for Official Signs.
- All images and information shall be reviewed by the Town Manager with the exception that emergency communications and public service information displays may be posted without said review in the interest of rapid dissemination of pertinent information to the public.

- Criteria for Digital Displays:
  - a. Content may change from Still Digital Image to Still Digital Image, but shall not be animated, have moving images, shall not scroll across the display, shall not have fluctuations in light intensity or color within a Still Digital Image Display Period, shall not fade, and shall not flash or strobe.
  - b. Message Transition: There shall be no transition animation permitted from Still Digital Image to Still Digital Image. Display shall transition from one image to the next with instantaneous pixilation. A blank display between images is permitted.
  - c. Message Duration: Still Digital Image displays shall remain static for a time period not less than five (5) seconds.
  - d. Brightness of Digital Displays:
    - i. Digital Displays shall employ an automatic light monitor that measures the ambient light, and shall automatically dim the display in response to lower ambient light conditions.
    - ii. Digital Displays shall dim to not less than 50% of the maximum permitted daytime brightness level at night.
    - iii. The maximum brightness levels for digital displays, luminance, shall not exceed two tenths (0.2) foot-candles over ambient light levels measured within one hundred fifty (150) feet of the source as determined by the criteria established in this Article.
    - iv. Brightness of Digital Displays shall be measured as follows:
      1. At least thirty (30) minutes following sunset, a foot candle meter shall be used to obtain an ambient light reading for the location. This is done while the sign is off or displaying black copy. The reading shall be made with the meter aimed directly at the sign area, at a distance of one hundred fifty (150) feet at a height of five (5) feet above the ground.
      2. The sign shall then be turned on to full white copy to take another reading with the meter at the same location.
      3. If the difference between the readings is 0.2 foot candles or less, the brightness is properly adjusted.
  - e. No display shall emit a sound as part of the display.
  - f. Prohibited Copy for Official Signs:
    - i. Advertising for Adult Entertainment, Adult Oriented Businesses, or Adult Entertainment Oriented Products
    - ii. Advertising of Marijuana, Retail Marijuana Stores, Marijuana Infused Products, or Marijuana Accessories
    - iii. Advertising for Tobacco, Tobacco Stores, or Tobacco Related Products or Accessories

- iv. Any copy that the Town Manager of the Town of Dillon deems inappropriate or not acceptable for display.

Other Code amendments include:

- An amendment to Section 16-11-60 “Prohibited Signs” stating Official Signs as one of the several exceptions to the rule prohibiting off-premises signs.
- An amendment to Section 16-11-20 “Definitions” adding the following definitions:
  - Digital Display
  - Official Freestanding Sign
  - Official Monument Sign
  - Official Sign
  - Still Digital Image
  - Still Digital Image Display Period
- An amendment to Section 16-11-470 “Maximum Sign Area Matrix” adding two new rows for Official Signs with a maximum sign area of 100 SF.
- An amendment to Section 16-11-260 “Freestanding Signs” adding Official Signs to that section.

**STAFF RECOMMENDATION:**

Staff recommends approval of Resolution PZ 08-14, Series of 2014.

**ACTION REQUESTED:**

Public Hearing.

Motion, Second, Roll Call Vote.

Resolutions require the affirmative vote of a majority of the members present.

**STAFF MEMBER RESPONSIBLE:** Ned West, Town Planner

**RESOLUTION NO. PZ 08-14**  
**Series of 2014**

**A RESOLUTION BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO, RECOMMENDING THE AMENDMENT OF CHAPTER 16, “ZONING,” ARTICLE XI, “SIGN REGULATIONS” OF THE DILLON MUNICIPAL CODE OF THE TOWN OF DILLON, COLORADO, FOR THE PURPOSES OF ADDING REGULATIONS FOR OFFICIAL SIGNS; AND, SETTING FORTH DETAILS IN RELATION THERETO.**

**WHEREAS**, the Planning and Zoning Commission of the Town of Dillon, desires to amend Chapter 16, “Zoning,” Article XI, “Sign Regulations” of the Dillon Municipal Code of the Town of Dillon, Colorado, for the purposes of adding regulations for Official Signs; and

**WHEREAS**, following the required notice, a public hearing was held on November 5<sup>th</sup>, 2014, before the Planning and Zoning Commission of the Town of Dillon on the amending of Chapter 16, “Zoning,” Article XI, “Sign Regulations,” of the Dillon Municipal Code of the Town of Dillon, Colorado; and

**WHEREAS**, following the public hearing the Planning and Zoning Commission of the Town of Dillon has determined that it is in the best interest of the Town to make a recommendation to the Town Council of the Town of Dillon to amend Chapter 16, “Zoning,” Article XI, “Sign Regulations” of the Dillon Municipal Code of the Town of Dillon, Colorado, as set forth herein below.

**NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO, AS FOLLOWS:**

Section 1. That the Planning and Zoning Commission of the Town of Dillon hereby makes a recommendation to the Town Council of the Town of Dillon to amend Chapter 16, “Zoning,” Article XI, “Sign Regulations” of the Dillon Municipal Code of the Town of Dillon adding Section 16-11-265 “Official Signs” to read as follows:

**Sec. 16-11-265 Official Sign**

- (a) Official Signs shall be so designated by a Resolution of the Town Council of the Town of Dillon.
- (b) Only signs owned and maintained by the Town of Dillon may be designated as Official Signs.

- (c) Official Signs may have two (2) faces as part of one (1) sign, and sign faces may be at angles with each other so long as a portion of the sign structure is common to both sign faces. In the case of signs with two (2) faces, the sign area shall be considered as one (1) of the faces.
- (d) Maximum Sign Area: 100 Square Feet.
- (e) Maximum Sign Height: 18 Feet whether an Official Monument Sign or an Official Freestanding Sign.
- (f) Official Signs may have manual or automatic changeable copy. Automatic copy changes may be on Digital Displays or electronic message centers.
- (g) Official Signs may be used by the Town for the purposes of announcing events and activities in the Town, to provide public service information and emergency communications, and may be used by the Town to advertise goods and services provided to the general public by businesses operating within the limits of the Town of Dillon. Off premises displays of goods and services are permitted for Official Signs.
- (h) All images and information presented on the Official Signs shall be reviewed and approved by the Town Manger of the Town of Dillon, with the exception that emergency communications and public service information displays may be posted without said review and approval in the interest of rapid dissemination of pertinent information to the public.
- (i) Criteria for Digital Displays:
  - a. Content may change from Still Digital Image to Still Digital Image, but shall not be animated, have moving images, shall not scroll across the display, shall not have fluctuations in light intensity or color within a Still Digital Image Display Period, shall not fade, and shall not flash or strobe.
  - b. Message Transition: There shall be no transition animation permitted from Still Digital Image to Still Digital Image. Display shall transition from one image to the next with instantaneous pixilation. A blank display between images is permitted.
  - c. Message Duration: Still Digital Image displays shall remain static for a time period not less than five (5) seconds.
  - d. Brightness of Digital Displays:
    - i. Digital Displays shall employ an automatic light monitor that measures the ambient light, and shall automatically dim the display in response to lower ambient light conditions.
    - ii. Digital Displays shall dim to not less than 50% of the maximum permitted daytime brightness level at night.
    - iii. The maximum brightness levels for digital displays, luminance, shall not exceed two tenths (0.2) foot-candles over ambient



light levels measured within one hundred fifty (150) feet of the source as determined by the criteria established in this Article.

- iv. Brightness of Digital Displays shall be measured as follows:
  - 1. At least thirty (30) minutes following sunset, a foot candle meter shall be used to obtain an ambient light reading for the location. This is done while the sign is off or displaying black copy. The reading shall be made with the meter aimed directly at the sign area, at a distance of one hundred fifty (150) feet at a height of five (5) feet above the ground.
  - 2. The sign shall then be turned on to full white copy to take another reading with the meter at the same location.
  - 3. If the difference between the readings is 0.2 foot candles or less, the brightness is properly adjusted.
- e. No display shall emit a sound as part of the display.
- f. The following types of copy shall be prohibited from appearing on Official Signs:
  - i. Advertising for Adult Entertainment, Adult Oriented Businesses, or Adult Entertainment Oriented Products,
  - ii. Advertising of Marijuana, Retail Marijuana Stores, Marijuana Infused Products, or Marijuana Accessories,
  - iii. Advertising for Tobacco, Tobacco Stores, or Tobacco Related Products or Accessories,
  - iv. Any copy that the Town Manager of the Town of Dillon deems inappropriate or not acceptable for display.

Section 2. That Chapter 16, “Zoning,” Article XI, “Sign Regulations,” Section 16-11-60 “Prohibited Signs,” subsection (4) of the Dillon Municipal Code of the Town of Dillon be deleted in its entirety and replaced with the new sub-section (4), to read as follows:

(4) Off-premises signs; with the exception of Real Estate Open House Signs, Directory Way-finding Signs as allowed pursuant to Section 16-11-335 of this Article, Business Area Directory Signs as allowed pursuant to Section 16-11-230 of this Article, and Official Signs as allowed pursuant to Section 16-11-265 of this Article.

Section 3. That Chapter 16, “Zoning,” Article XI, “Sign Regulations,” Section 16-11-20 “Definitions” of the Dillon Municipal Code of the Town of Dillon be amended to add new definitions as follows::

*Digital Display* means a sign face that may display changing content through still images on a fixed display composed of electronically illuminated segments and / or a

series of grid lights, including cathode ray, light emitting diode (LED) display, plasma screen, liquid crystal display (LCD), fiber optic, or other electronic media or technology.

*Official Freestanding Sign* means a freestanding sign owned and maintained by the Town that has been designated an Official Sign by a Resolution of the Town Council, and with the same meaning as a Freestanding Sign.

*Official Monument Sign* means a freestanding sign owned and maintained by the Town that has been designated an Official Sign by a Resolution of the Town Council, and with the same meaning as a Monument Sign, except that an Official Monument Sign may be eighteen (18) feet tall in both Sign Zone A and Sign Zone B.

*Official Sign* means a sign owned and maintained by the Town that has been designated an Official Sign by a Resolution of the Town Council.

*Still Digital Image* means a digital display that does not vary in color or light intensity, and that does not contain any motion, animation, flashing, or scrolling.

*Still Digital Image Display Period* means a still digital image that instantaneously pixelates and then displays for a period of time not to be less than five (5) seconds.

Section 4. That Chapter 16, “Zoning,” Article XI, “Sign Regulations,” Section 16-11-470 “Maximum Sign Area Matrix” of the Dillon Municipal Code of the Town of Dillon be amended by, adding two (2) new rows to read as follows:

<i>Sign Zone A</i>	<i>Allowed Sign Area</i>
Official Sign	100 sq. ft.
<i>Sign Zone B</i>	<i>Allowed Sign Area</i>
Official Sign	100 sq. ft.

Section 5. That Chapter 16, “Zoning,” Article XI, “Sign Regulations,” Section 16-11-260 “Freestanding Signs”, subsections (c) and (e) of the Dillon Municipal Code of the Town of Dillon be deleted in their entirety and be replaced with the new subsections (c) and (e):

(c) Permitted freestanding sign heights:

(1) Sign Zone A freestanding signs shall have a maximum height of six (6) feet, except as follows:

a. Directory way-finding signs as allowed pursuant to Section 16-11-335 of this Article may exceed six (6) feet in height with a maximum height of eighteen (18) feet.

b. Freestanding signs located within twenty (20) feet of the Lake Dillon Drive right-of-way may exceed six (6) feet in height with a maximum permitted height of fifteen (15) feet.

c. Official Signs as allowed pursuant to Section 16-11-265 of this Article may be eighteen (18) feet tall.

(2) Sign Zone B freestanding signs shall have a maximum height of eighteen (18) feet.

(e) The allowed square footage of a freestanding sign may be increased by up to ten percent (10%) by the Planning and Zoning Commission in those instances where the freestanding sign, including all structural elements, is twelve (12) feet in height or less, and fifteen percent (15%) when the sign is designed as a Monument Sign or an Official Monument Sign.

**APPROVED AND ADOPTED THIS 5<sup>th</sup> DAY OF NOVEMBER, 2014 BY  
THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON,  
COLORADO.**

**PLANNING AND ZONING COMMISSION,  
TOWN OF DILLON**

By: \_\_\_\_\_  
Brad Bailey, Chairperson

ATTEST:

By: \_\_\_\_\_  
Debbie Wilkerson, Secretary to the Commission