

**TOWN OF DILLON  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
Wednesday, April 6<sup>th</sup>, 2016  
5:30 p.m.  
Dillon Town Hall  
275 Lake Dillon Dr.**



1. **Call to Order**
2. **Approval of the minutes** of the January 6<sup>th</sup>, 2016 regular meeting.
3. **Public Comments:** Open comment period for planning and zoning topics not on tonight's agenda.
4. **Consideration of Resolution PZ 02-16 Series of 2016;** A RESOLUTION BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO, RECOMMENDING APPROVAL OF A LEVEL III DEVELOPMENT APPLICATION FOR A DETACHED SIX CAR RESIDENTIAL GARAGE STRUCTURE AT 111 CORINTHIAN CIRCLE, DILLON, COLORADO; AND, SETTING FORTH DETAILS IN RELATION THERETO. **PUBLIC HEARING**
5. Other Business
6. Adjournment

**RECORD OF PROCEEDINGS**

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**DRAFT**

**TOWN OF DILLON  
PLANNING AND ZONING COMMISSION**

**REGULAR MEETING  
WEDNESDAY, JANUARY 6, 2016  
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, January 6, 2016, at Dillon Town Hall. Chairman Nat Nosari called the meeting to order at 5:34 p.m. Commissioners present were: Amy Gaddis, Kyle Hendricks and Jerry Peterson. Staff members present were Dan Burroughs, Town Engineer; Ned West, Town Planner/Inspection Engineer; Scott O'Brien, Public Works Director and Carri McDonnell, Finance Director.

**APPROVAL OF THE MINUTES OF DECEMBER 2, 2015 REGULAR MEETING**

Commissioner Peterson moved to approve the minutes from the December 2, 2015 meeting. Commissioner Gaddis seconded the motion, which passed unanimously.

**PUBLIC COMMENTS**

There were no public comments.

**CONSIDERATION OF RESOLUTION PZ 01-16, SERIES OF 2016**

**PUBLIC HEARING**

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO, APPROVING A LEVEL III DEVELOPMENT APPLICATION FOR A CONDITIONAL USE PERMIT FOR RESIDENTIAL USE IN THE COMMERCIAL ZONING DISTRICT ON LOT 4R, RED MOUNTAIN PLAZA SUBDIVISION, LOCATED AT 707 E ANEMONE TRAIL, DILLON, COLORADO; AAND, SETTING FORTH DETAILS IN RELATION THERETO.

Chairman Nosari opened the public hearing 5:35 p.m.

Ned West presented this resolution that would approve a Level III Development Application for a conditional use permit for an additional residential unit in Unit 3 of the Dillon Courtyard Building in the Red Mountain Plaza Subdivision, located at 707 E Anemone Trail. One upper level residential unit was approved in 1999. The Town code requires a Conditional Use Permit for a residential use in the commercial zoning district.

The parking required for the building would be as follows:

Main Level	3,441 square feet commercial = 8.6 parking spaces required
Upper Level	1 studio residence = 1.5 parking spaces required
	1 residence with 2 or more bedrooms = 2 parking spaces required
Total parking spaces required	(rounded up) = 13 spaces

The building is allocated 17 spaces per the original development approval.

Conditional Use Considerations:

- The residential use does not exceed 40% of the square footage of the total project nor does it exceed 50% of the square footage of any one building within the project. Both of these criteria are satisfied with this application.
- The residential use is not located on the first floor or if located on the first floor the use does not occupy the primary building façade, which the unit does not.
- The residential use does have two decks which are accessed from doorways off the upper level, on the back side of the building. The near grade decks provide a combined 250 sq ft of open space on the

**RECORD OF PROCEEDINGS**

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decks, with additional ground level open space on the parcel off to the sides of the deck. This satisfies the 200 sq ft requirement in the Code.

- The parking shall be distinct from the other parking on-site. The Dillon Courtyard building has a total of 17 parking spaces of which 4 are dedicated to the residential use. The residential parking spaces are in a distinct area separate from the main field of parking spaces, thus satisfying the Code requirement.

Conditions:

1. Four (4) dedicated parking spaces shall be established with signage. The dedicated parking spaces shall be those four (4) parking spaces that are adjacent to the norther side of the building, and which are separated from the larger parking field of the parking lot.
2. No residential use may occupy the lower level of Unit 3 of the Dillon Courtyard Building. The entryway/gallery space may be utilized as a component of a Home Occupation wherein retail sales may be displayed and sold from the entry level to Unit 3 of the main level of the Dillon Courtyard Building.
3. An occupant operating a Home Occupation shall obtain a Home Occupation Permit from the Town of Dillon.
4. The issuance of a Conditional Use Permit for a residential use in the upper level of Unit 3 in the Dillon Courtyard Building does not preclude Unit 3 from being used solely as a commercial space in the future.

Applicant Chuck Arnold, 1261 Steele Street, Denver explained that the area on the first floor will only be used as an entryway. The entryway is locked and only accessible to the unit upstairs and mechanical rooms.

There were no public comments. Commissioner Nosari closed the public hearing at 5:56 p.m.

Commissioner Gaddis made a motion to approve Resolution PZ 01-16, Series of 2016 with the change in Condition Number 2 to change retail sales to other approved commercial uses. Commissioner Hendricks seconded the motion which passed unanimously.

**OTHER BUSINESS**

- Ned updated the commission on the Commission’s vacancy. The Town Council interviewed an interested resident on January 5, 2016 and will consider the appointment at their January 19, 2016 regular meeting.
- Staff has received several requests for storage facilities. Ned reminded the Commissioners that they had previously interpreted the Code on this matter and had made a motion that storage facilities shall only be located in the Commercial (C) zoning district. Ultimately this will be brought before the Commission / Town Council as part of Chapter 16 amendments.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 6:02 p.m.

Respectfully submitted,

*Carri McDonnell*

Carri McDonnell

Secretary to the Commission

.....**DRAFT**

**RESOLUTION NO. PZ 02-16**  
**Series of 2016**

**A RESOLUTION BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO, RECOMMENDING APPROVAL OF A LEVEL III DEVELOPMENT APPLICATION FOR A DETACHED SIX CAR RESIDENTIAL GARAGE STRUCTURE AT 111 CORINTHIAN CIRCLE, DILLON, COLORADO; AND, SETTING FORTH DETAILS IN RELATION THERETO.**

**WHEREAS**, the Planning and Zoning Commission of the Town of Dillon has received a Level III development application for a detached six car residential garage structure in the Residential Medium (RM) zoning district at 111 Corinthian Circle, Dillon, Colorado; and

**WHEREAS**, following the required notice, a public hearing was held on April 6<sup>th</sup>, 2016, before the Planning and Zoning Commission of the Town of Dillon on a detached six car residential garage structure at 111 Corinthian Circle, Dillon, Colorado; and

**WHEREAS**, following the public hearing the Planning and Zoning Commission of the Town of Dillon has made certain findings of fact regarding the application; and

**WHEREAS**, the Planning and Zoning Commission of the Town of Dillon has determined that certain conditions which are reasonable and necessary to and relate to impacts created by the proposed development should attach to the approval of the application for the Level III development permit.

**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, following the required notice, held a public hearing on April 6<sup>th</sup>, 2016, on the application for a detached six car residential garage structure at 111 Corinthian Circle, Dillon, Colorado, and following said public hearing makes the following findings of fact:

A. That the application for the detached six car residential garage structure at 111 Corinthian Circle, Dillon, Colorado is complete.

B. That the proposed development meets the general criteria set forth in Chapter 16 “Zoning”, Section 16-3-130 “Residential Medium Density (RM) Zone.”

Section 2. That the Planning and Zoning Commission of the Town of Dillon does hereby approve a development permit for a detached six car residential garage structure at 111 Corinthian Circle, Dillon, Colorado with the following conditions:

1. The applicant shall submit construction documents for the approval and satisfactory construction of the proposed detached six car residential garage structure at 111 Corinthian Circle, Dillon, Colorado to the Summit County Building Inspection Department and Lake Dillon Fire Rescue for review and approval.

2. The applicant shall install, maintain and provide the required fire apparatus turnaround required by Lake Dillon Fire Rescue.

3. The colors and materials used for the proposed detached garage structure shall match the colors and materials of the existing Centennial Townhome Buildings.

**APPROVED AND ADOPTED THIS 6<sup>th</sup> DAY OF APRIL, 2016 BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO.**

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

By: \_\_\_\_\_  
Nathan Nosari, Chairperson

ATTEST:

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

**PLANNING AND ZONING COMMISSION ACTION ITEM  
STAFF SUMMARY  
APRIL 6<sup>th</sup>, 2016 PLANNING AND ZONING COMMISSION MEETING**

**DATE:** April 1, 2016

**AGENDA ITEM NUMBER:** 4

**ACTION TO BE CONSIDERED:**

Consideration of a Resolution No. PZ 02-16, Series of 2016: **A RESOLUTION BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO, RECOMMENDING APPROVAL OF A LEVEL III DEVELOPMENT APPLICATION FOR A DETACHED SIX CAR RESIDENTIAL GARAGE STRUCTURE AT 111 CORINTHIAN CIRCLE, DILLON, COLORADO; AND, SETTING FORTH DETAILS IN RELATION THERETO.**

**SUMMARY:**

The Town received a Level III Development application for the construction of a detached six (6) car residential garage structure in the Residential Medium (RM) zoning district at the Centennial Townhome complex located at 111 Corinthian Circle, Dillon, Colorado. More specifically 111 Corinthian Circle is Lot 9, Block 5 of the Corinthian Hill subdivision and contains 79,816 square feet or 1.827 acres.

The existing lot contains four (4) existing Townhome buildings; two (2) of the buildings have five (5) units and (2) of the buildings have four (4) units; a total of eighteen (18) units.

The proposed garage unit will be located on the common property owned by the Centennial Townhomes Homeowner Association (HOA). After construction, the HOA plans to sell each of the six units to one of the Townhome owners within the complex. Since the use of these garage units will be bought and sold in private contractual agreements between the HOA and its members, the 6 car garage structure will remain common property of the HOA and are therefore not subdivided into individual lots or condominiums.

See the attached drawings for plans and elevations of the proposed structure and a location map.

The materials and colors of the proposed garage unit will match the existing colors and materials of the existing Townhome Buildings. See the next page for photos of the existing buildings in the complex.



*Figure 1: Representative Architecture - Existing Centennial Townhomes building.*



*Figure 2: Proposed Garage Location.*



**CODE ANALYSIS:**

Permitted Uses: The proposed accessory garage structure is a permitted use by right in the Residential Medium (RM) zone district.

Yards (Setbacks): The proposed garage structure will sit 10’ off of the northern property line. This is in compliance with the 10 foot minimum side yard setback required by code. The proposed structure is also compliant with the 20 foot Front Yard Setback and the 20 foot Rear Yard setback.

Lot Coverage: The Centennial Townhome Lot contains 79,816 square feet. The proposed garage structure footprint will occupy an additional 1,584 square feet [six (6) 22’x12’ garage units]. The four (4) existing buildings occupy 13,068 square feet according to the original site plan for the development. So the total building coverage including the existing buildings and the proposed garage structure totals 14,652 square feet which covers 18.4% of the lot surface area. This is compliant with the RM zone district which allows a maximum of 45% lot coverage by buildings.

Building Height: The proposed height of the garage structure is 18.51’ which is less than the maximum allowed 35’ building height in the RM zone district. This was calculated as follows:

- The highest point on the building is at an elevation of 9121.76’.
- The lowest existing ground elevation at the southwest building corner is 9099.5’.
- The highest existing ground elevation at the northeast building corner is 9107’.
- The average existing ground elevation is calculated to be 9103.25’.
- The calculated height is the 18.51’ (9121.76’-9103.25’).

Easements: The proposed garage structure will not be constructed within in any known easements.

**PARKING ANALYSIS:**

Per Town Code Section 16-6-40, each townhome unit in a multi-family structure requires 2 parking spaces. Centennial Townhomes has 18 units and therefore requires 36 parking spaces.

Proposed Parking Structure.....	6 Spaces
Building One (One Garage per unit).....	5 Spaces
Surface Parking along southside of parking lot .....	<u>30 Spaces</u>
 Total Parking Spaces Provided .....	 41 Spaces

The Centennial Townhomes complex has more parking than is required by code.



**DEVELOPMENT FEES:**

The applicant has paid the required \$320 application fee for this type of Level III Development.

No additional water or sewer tap fees are required for the project.

The Affordable housing fee does not apply to this project because there is an exemption for detached garage units associated with this type of condominium complex.

**COMPATIBILITY WITH THE TOWN OF DILLON COMPREHENSIVE PLAN:**

Providing 6 parking spaces within a detached structure for the use of the Townhome owners at 111 Corinthian Circle is in compliance with the goals and visioning of the Town of Dillon Comprehensive Plan.

**PUBLIC NOTICE:**

A public notice for this Level III development review at the April 6<sup>th</sup>, 2016 town of Dillon Planning And Zoning Commission meeting, was published in the Summit County Journal on Friday, March 25<sup>th</sup>, 2016.

A sign was posted on a retaining wall adjacent to 111 Corinthian Circle and visible from the Corinthian Circle Right-Of-Way on Monday, March 28<sup>th</sup>, 2016.



**CONDITIONS OF APPROVAL:**

The following conditions are attached to the Level III Development Permit for a detached six car residential garage structure at 111 Corinthian Circle, Dillon, Colorado in the Residential Medium (RM) zoning district:

1. The applicant shall submit construction documents for the approval and satisfactory construction of the proposed detached six car residential garage structure at 111 Corinthian Circle, Dillon, Colorado to the Summit County Building Inspection Department and Lake Dillon Fire Rescue for review and approval.
2. The applicant shall install, maintain and provide the required fire apparatus dead-end turnaround required by Lake Dillon Fire Rescue.
3. The colors and materials used for the proposed detached garage structure shall match the colors and materials of the existing Centennial Townhome Buildings.

**STAFF RECOMMENDATION:**

Staff recommends approval of Resolution PZ 02-16, Series of 2016.

**PLANNING AND ZONING COMMISSION ACTION:**

The Planning and Zoning Commission may approve the application, choose to deny the application, or may continue the review of this application at a future meeting and request additional information.

**ACTION REQUESTED:** Motion, Second, Roll Call Vote.  
Resolutions require the affirmative vote of a majority of the members present.

**STAFF MEMBER RESPONSIBLE:** Dan Burroughs, Town Engineer

*Town of Dillon Planning Case No. 2016.13*





# Town of Dillon

275 Lake Dillon Drive  
Dillon, Colorado 80435

Public Works - GIS

Contents:

# Centennial Townhomes Detached Garage Project Location Map

111 Corinthian Circle

Date: 01 APR 2016

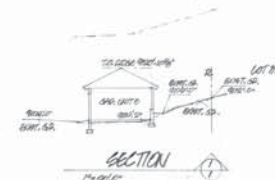
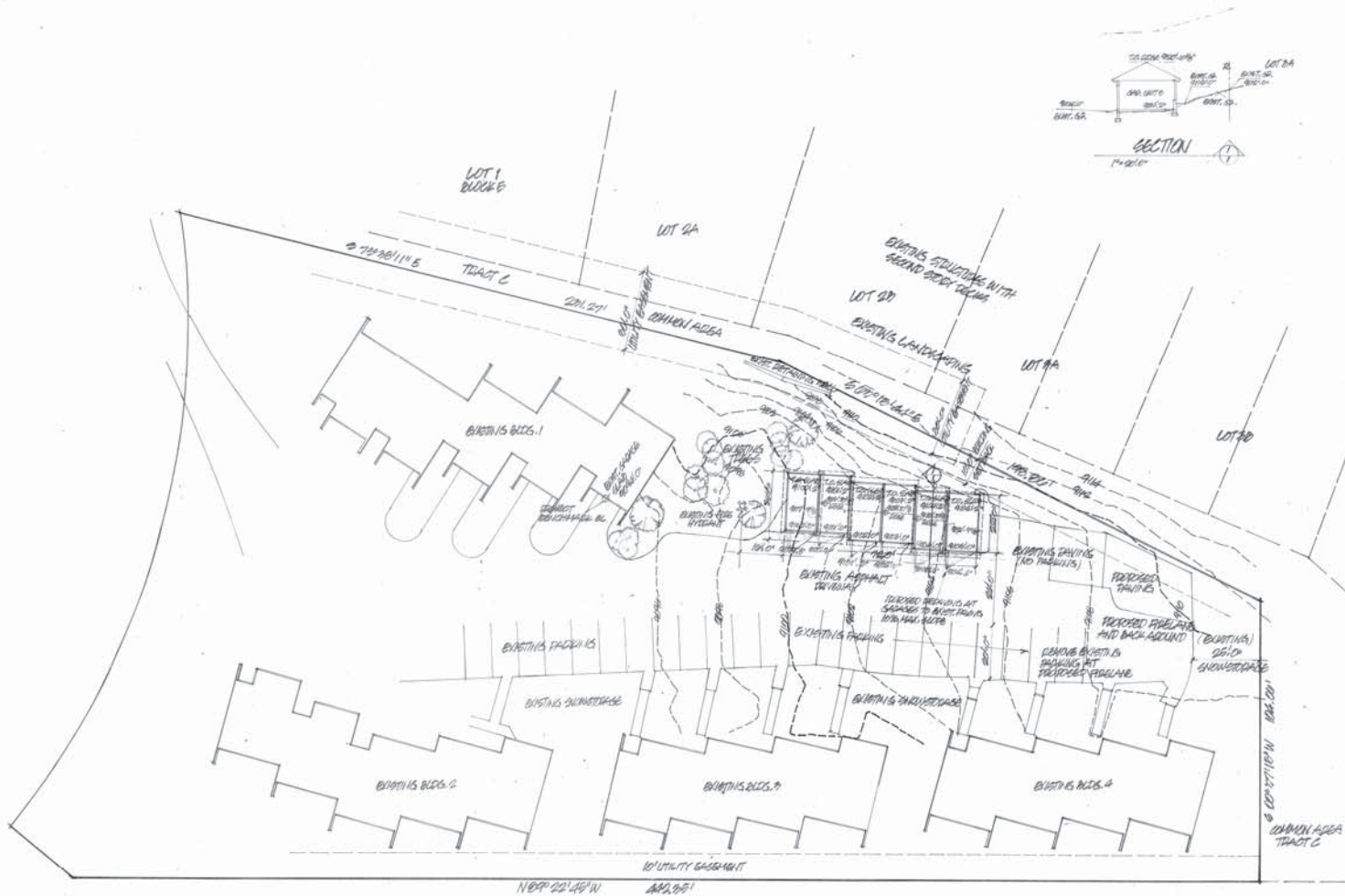
By:

Scale: NTS

djb







UNPLATTED  
(CONVEY WATER DEPARTMENT)

↑ existing site plan/  
proposed garage layout  
DATE OF FIELD SURVEY 2/12/10 BY DANIEL WILSON SURVEYING (P 21486)



CENTENNIAL TOWNHOME CONDOMINIUMS  
LOT 9, BLOCK 8, AMENIZED CANTHIAN HILL

**hodges/marvin  
architects, inc.**  
box 1297, dillon, colorado, 80435  
970-468-5871

DANIEL WILSON  
PLANNING ASSOC.  
2/11/10

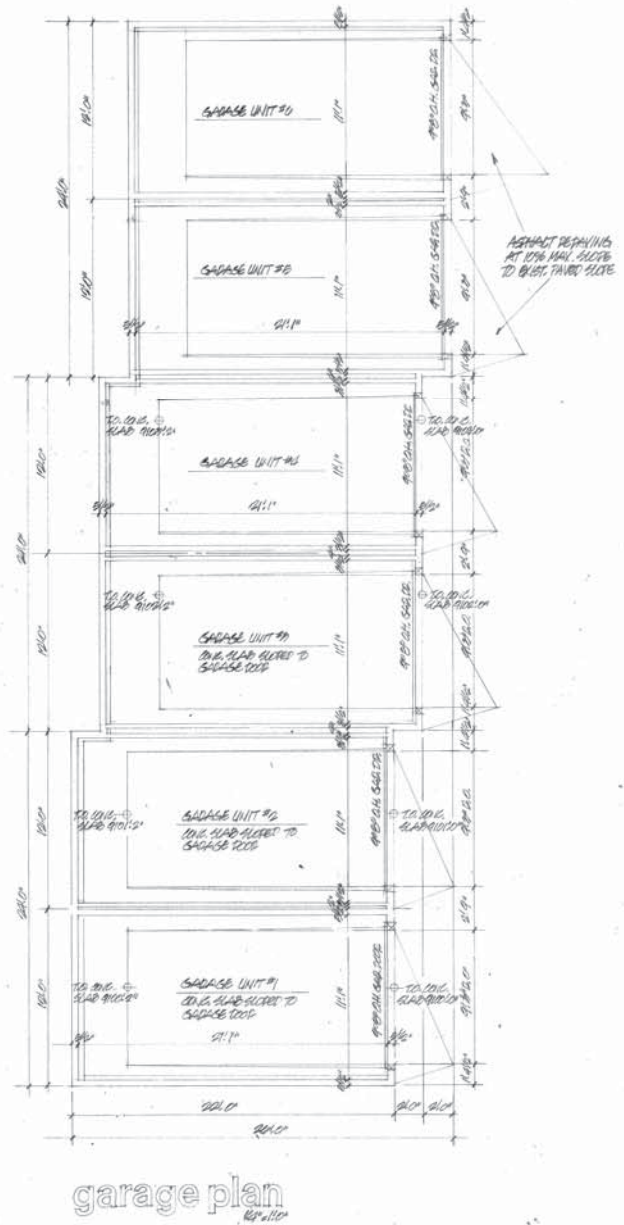
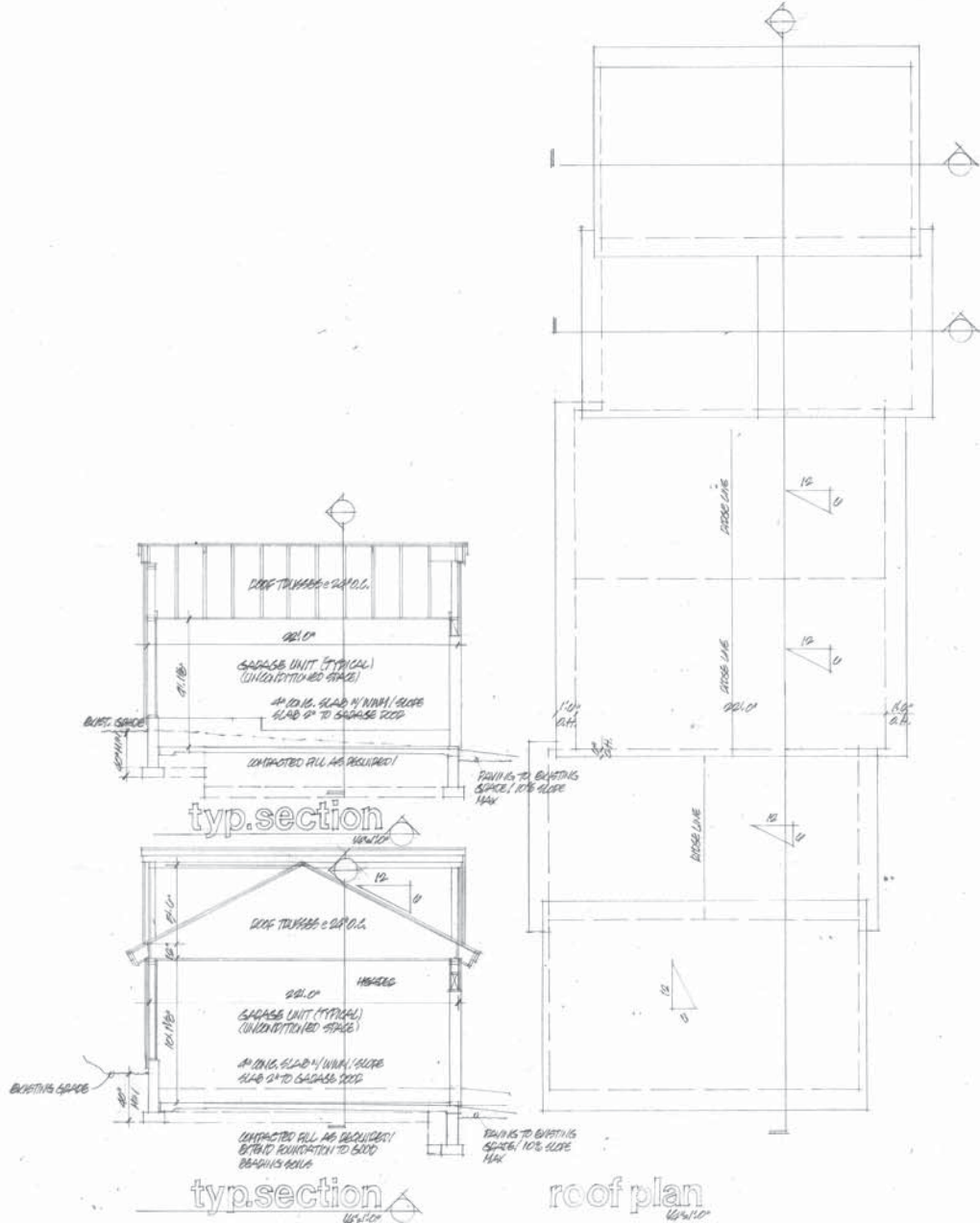
**centennial garages**

sht no. **1**

issued revised

job no. 104 rda no.

ALL WORK TO BE DONE IN ACCORDANCE WITH THE CITY OF DILLON, COLORADO, LOCAL ORDINANCES AND THE CITY OF DILLON, COLORADO, LOCAL ORDINANCES. THE CITY OF DILLON, COLORADO, LOCAL ORDINANCES ARE SUBJECT TO CHANGE WITHOUT NOTICE. THE CITY OF DILLON, COLORADO, LOCAL ORDINANCES ARE SUBJECT TO CHANGE WITHOUT NOTICE. THE CITY OF DILLON, COLORADO, LOCAL ORDINANCES ARE SUBJECT TO CHANGE WITHOUT NOTICE.







11997196

Ad Ticket #5

**Acct:** 1003095  
**Phone:** (970)262-3406  
**E-Mail:** JTYSON@TOWNOFDILLO  
**Client:**  
**Caller:** Jo-Anne Tyson

**Name:** Town of Dillon-Legal  
**Address:** PO BOX 8

**City:** Dillon  
**State:** CO  
**Zip:** 80435

**Receipt**

**Ad Name:** 11997196A

**Original Id:** 0

**Editions:** 8SCJ/8SD/8SDI/

**Class:** 0990

**Start:** 03/25/16

**Stop:** 03/25/16

**Color:**

**Issue** 1

**Copyline:** scj P&Z 6 car residential garage

**Rep:** Summit Legals

Lines:	29
Depth:	2.43
Columns:	1
Discount:	0.00
Commission:	0.00
Net:	0.00
Tax:	0.00
<b>Total</b>	<b>14.67</b>
Payment	0.00

**TOWN OF DILLON  
 NOTICE OF PUBLIC HEARING**

**PUBLIC NOTICE IS HEREBY GIVEN** That the Planning and Zoning Commission of the Town of Dillon will hold a public hearing for consideration of a Level III Development Application for a proposed 6 car residential garage structure to be located at the Centennial Townhomes at 111 Corinthian Circle, Dillon, Colorado.

The public hearing shall be held before the Planning and Zoning Commission of the Town of Dillon at a regular meeting at 5:30 p.m. on Wednesday, April 6, 2016 at Dillon Town Hall, 275 Lake Dillon Drive, Dillon, Colorado. Members of the public are invited to attend and comment on the proposed development. Information may be obtained by contacting the Dillon Planning Department. Written comments may be submitted to the Town Clerk, Town of Dillon, P.O. Box 8, Dillon, CO 80435 prior to 1:00 p.m. on April 6th, 2016.

BY ORDER OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON  
 By: /s/ Jo-Anne Tyson, CMC, Town Clerk

Published in the Summit County Journal March 25, 2016. (11997196)

Ad shown is not actual print size





# Lake Dillon Fire-Rescue

(970) 262-5100

PO Box 4428

Dillon, CO 80435

[www.ldfr.org](http://www.ldfr.org)

## Fire Prevention Division

### Frisco Station #2

301 South 8<sup>th</sup> Avenue  
Phone: 970-262-5201  
Fax: 970-262-5250

Inspection Request Line:  
970-262-5215

## Administration Office Station #10

401 Blue River Parkway  
Phone: 970-262-5100  
Fax: (970) 262-5150

### Dillon Station #8

225 Lake Dillon Drive  
Fax: 970- 262-5350

## Keystone Station #11

22393 U.S. Hwy. 6  
Fax: 970- 262-5450

Mr. Dan Burroughs  
Town of Dillon,  
Town Engineer, Community Development Coordinator  
P.O. Box 8  
Dillon, CO. 80435

March 24, 2016

## Re: Centennial Townhomes – Proposed Garage Site Plan Review.

Dear Mr. Burroughs,

Thank you for the opportunity to review and comment on the above project. The fire department has the following comments and concerns at this time:

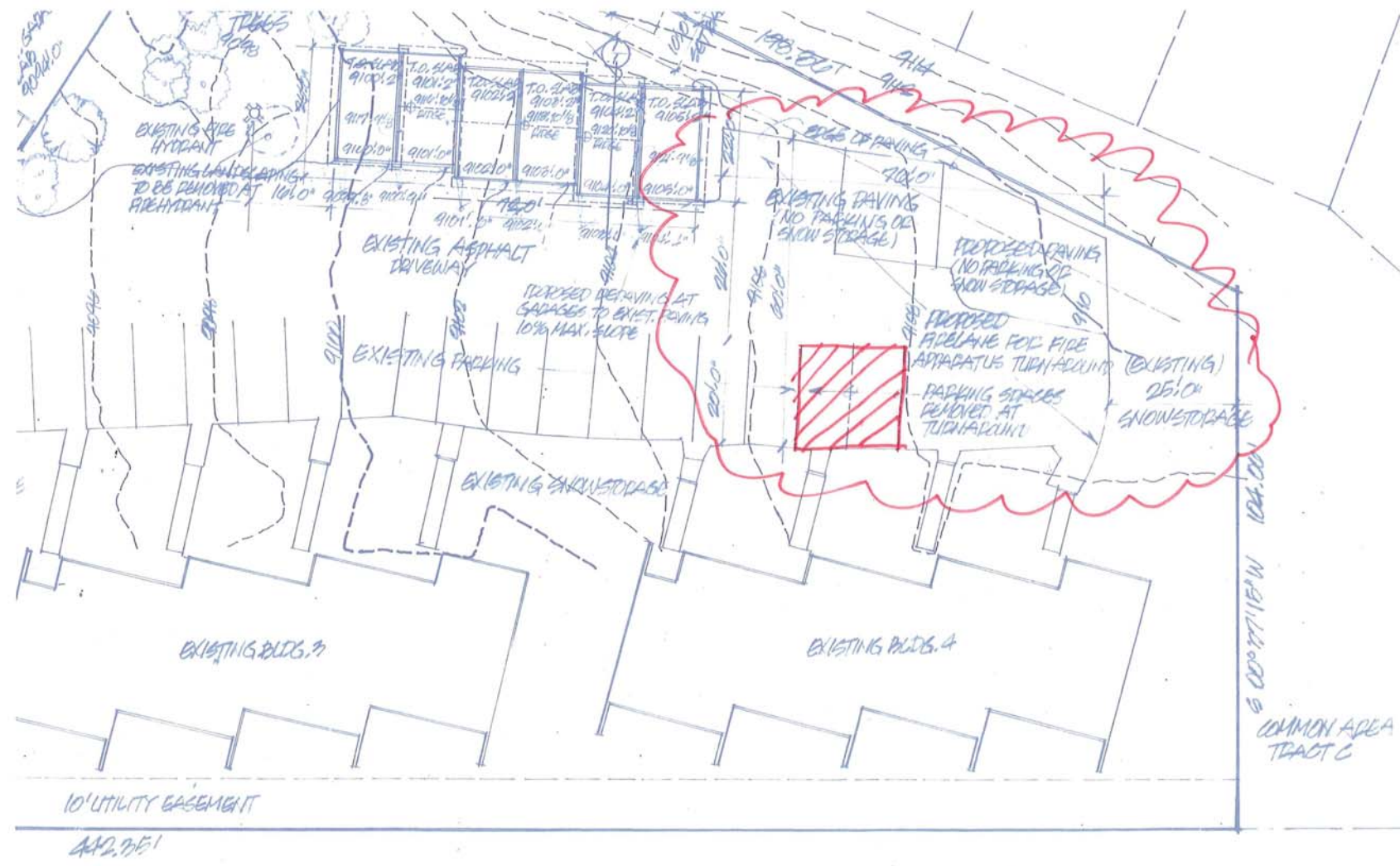
1. The final location of the proposed garages and any revegetation/landscaping around the job site shall not obstruct access to existing fire hydrants.
2. Access to all the residential buildings and on-site fire hydrants shall be maintained in an approved manner during all phases of construction.
3. The dead-end fire apparatus access driveway for Centennial Townhomes is longer than 150 feet. An approved turn-around for emergency services vehicles shall be provided.
4. The fire department is requiring an updated site plan showing the proposed turn-around. The updated plan shall be reviewed and approved by the fire department. Approved signage will be required. See fire department for details.
5. A field inspection is required prior to final CO inspection for the garages.

If you have any question please give me a call at my office, 262-5202. My work week is Tuesday through Friday. Thank you for your cooperation.

Sincerely,

Steven Skulski  
Assistant Chief/Fire Marshal  
Lake Dillon Fire District

Unwavering  
Dedication to  
Serving Our  
Community With  
Integrity,  
Compassion And  
Professionalism



# existing site plan/ proposed garage layout

1" = 20.0' DATE OF FIELD SURVEY 2/22/10 BY RANGE WEST SURVEYING (#21450)



**PROPOSED  
FIRE APPARATUS  
TURNAROUND**

# centennial garage

OWNER: CENTENNIAL TOWN HOME ASSOCIATION  
LOCATION: CENTENNIAL TOWN HOME ASSOCIATION  
111 JOHN TAYLOR AVENUE, LOT 9, BLOCK 8, PHASE 2 (CENTENNIAL HILL SUBD.) 90 NINE BARBET PROPERTY MANAGEMENT CHA  
TOWN OF DALLAS, COUNTY OF TARRANT, TEXAS  
REV. 1004 SUBJECT: CONCEPT PLAN, EXISTING, GARAGE

rda no.