



MINUTES
City of Glenwood Springs
Planning and Zoning Commission
Regular Meeting
December 15, 2020
Zoom
6:00PM

1. Roll Call

Present at roll call were Commissioners: George Shaver, Marco Dehm, Carolyn Cipperly, Sumner Schachter, Ben West, Kathryn Grosscup, Amber Wissing

Absent at roll call were Commissioners: None

Also present were: Jenn Ooton, Asst. City Manager, Gretchen Ricehill, Asst. Economic/Community Development Director, Emery Ellingson, Planner I, Anna S. Itenberg, City Attorney's Office, Alissa Owsley, IT Director, Steve Boyd, Chief Operating Officer

1. Receipt of Minutes

Commissioner Schachter asked for clarification on the minutes from the 11/17/2020 meeting. Schachter asked the minutes to clarify that staff would bring additional items to the Commission concerning housing. Commissioner Schachter made motion to accept, seconded by Grosscup.

Commissioner Dehm called for the question.

Motion passed 6-0. Commissioner West abstained citing absence at the 11/17 meeting.

2. Public Comments

Comments from citizens appearing for items not on the agenda. No citizens were present.

3. New Items

- a. Planning File 59-20: Consideration of a Special Use Permit to allow accessory outdoor storage at 51079 Highway 6 & 24 (PIN 2185-061-06-004)

Emery Ellingson, Planner I made a presentation to the Commission on the Special Use Permit application. Staff indicated approval of the application with all findings and conditions on page 6 of the staff report.

Commissioner Grosscup asked about the original code violation that prompted the application, specifically about the west of the property. Staff explained that there was originally a storage container placed to the west of Big O on mall property and that container was being removed and was not part of the application. Grosscup also asked staff to confirm the screening fence length, location, and height. Staff explained the fence would be 44' in length and 6' high from the southeast property corner to the southwest corner of the Big O structure.

Commissioner Cipperly expressed concern that the proposed screening fence would not effectively screen the containers from view. Cipperly suggested additional fencing on east side of property.

Commissioner Schachter asked to confirm why screening was not required on the north and east side of the property. Ellingson explained that the containers were not required to be screened from the north because the mall property was not public right-of-way. Schachter also asked to confirm the definition of temporary storage containers and if that definition was a temporal definition. Staff confirmed that temporary was not a temporal definition and that the containers were intended for long term use. Schachter asked to confirm that condition 4 of the recommended conditions included Fire Department requirements which was confirmed by staff. Schachter also asked how proposed code amendments would affect this application. Staff explained that that approval of this item were separate from the proposed code amendments on outdoor storage.

Lori Mitzushima, Big O Tires provided a short presentation on the application. Lori Mitzushima indicated that Big O Tires would install screening beyond the required 44' at the request of mall ownership on the south end of the property and possible screening on the north side of the property.

Commissioner Dehm asked if the applicant had considered landscaping to screen instead of fencing. Applicant indicated concerns about year-round maintenance if landscaping were used for screening.

Commissioner Schachter made a motion to approve the item with findings and condition on page 6 of the staff report. Commissioner Shaver seconded the motion.

Community Development Director Jenn Ooton asked if the Commission would consider continuing the item to a future meeting to allow additional time for public input.

Commissioner Shaver withdrew the second. Commissioner Schachter withdrew the original motion.

Commissioner Shaver made a motion to continue the item to a future meeting at a to be determined date. Commissioner Schachter seconded the motion.

Commissioner Dehm called for the question.

Motion to continue the item passed unanimously.

4. Continued Items

- a. Planning File 66-20: Consideration of various code text amendments to Municipal Code Title 070 Sections including but not exclusive of Sections 070.030, 070.040, 070.060, and 070.070 regarding Use Regulations; Accessory Uses; Landscaping; Screening and Fencing; Off-street Parking; Signs; Administration and Procedures; and Rules of Construction and Definitions. Continued from November 17, 2020.

Assistant Director Ricehill introduced the item and summarized the proposed code amendments to the Commission.

Outdoor storage

Commissioner Wissing asked if the proposed code amendments for outdoor storage would apply to outdoor storage associated with construction projects. Ricehill explained that outdoor storage associated with construction would be tied to an active building permit, which could be for a long period of time.

Commissioner Shaver suggested a time limit for outdoor storage associated with construction projects. Shaver also suggested using a square footage maximum rather than setting individual container size.

Commissioner Cipperly expressed support for a square footage maximum and possible additional restrictions on outdoor storage associated with construction. Cipperly also suggested that screening requirement could include other uses in addition to residential uses such as resort or lodging.

Commissioner Dehm questioned how the screening requirements would function in larger commercial parking lots. Commissioner Dehm also stated a preference for combining landscaping with fencing for screening rather than solely fencing.

Solar panels

Commissioner Cipperly suggested an increase the 10 kw limit for solar panels. Staff indicated the 10 kw limit was based on criteria for gaining SolSmart designation and that the limit on size was requested by the Electric Department.

Commissioner Schachter expressed concern about allowing solar systems to be installed on buildings that were already non-conforming, especially non-conforming in building height.

Commissioner Dehm suggested different language regarding limit of the small system which would be more flexible than the 10 kw. Commissioner Grosscup stated 10 kw seemed like a good starting point for residential homes. Commission members continued discussion on kilowatt limits for residential use.

Commissioner Cipperly also asked to confirm if landscaping requirement applied to small projects and staff explained that requirement only applied to large projects.

Commissioner Shaver asked if solar panels could be reviewed on an individual basis via administrative review.

Commission directed staff to further review the proposed code amendments on solar structure installation.

Off-street parking and loading

Commissioner Shaver asked if the parking changes would affect areas outside the GID. Staff confirmed it would apply to areas outside the GID.

Sign Code

Commission discussed different options for limiting window signage such as transparency limits and square footage limits by percentage.

Commissioner Shaver asked for explanation on allowing temporary signs for 45 days past the event. Staff explained this was carried over from previous code.

City Attorney Anna Itenberg provided further explanation on the sign code and illegality of content-based restrictions. Commission further discussed proposed sign code changes including time limits, temporary signs, and signage in the (RT) Residential Transitional Zoning District.

Commissioner Schachter stated was not in favor of removing 10 sf limit in the RT Zoning District.

Commissioner Cipperly asked what requirements would be in place if the 10 sf was removed. Staff explained the current signage requirements.

Construction Plans

Commissioner Cipperly stated technical plans implied shop drawings and suggested "Pre Application Review". Commissioners recommended "final plan" review.

Location & Extent

Commissioner Dehm asked if the 10,000 square foot threshold referred to building or lot size, which staff confirmed as being building size. Commissioner Cipperly expressed support for a smaller threshold than 10,000 square feet. Commissioner Dehm suggested 5,000 square feet.

Commission agreed to change the 10,000 square foot limit to 5,000 square feet.

Sensitive Area Protection (d) Development in Waterways and Areas of Special Flood Hazard

Commission discussed the definitions of base flood level and flood plain.

Commissioner Dehm opened the item to public comment. No members of the public presented for the item.

Commissioner Schachter made a motion to approve the item with findings and conditions on page 2 of the staff report. Commissioner Cipperly seconded the motion. This motion included the following alterations:

- Removal of items 2,5,6,17,18,22, and 23 from the list of proposed code amendments in the staff report. Commission directed staff to revise these items.
- Change in item 19 to read as the following:
 - o (3) Location and Extent Procedure a. Figure 060-10 identifies the applicable steps from the common review procedures in 070.060.030 that apply to the location and review. Additions or modifications to the common review procedures are noted below. Projects that are less than 5,000 ~~10,000~~ square feet gross floor area are subject to staff review following procedures in 070.060,030(e)- Staff Review and Action. In reviewing the proposed location and extent application, the Director shall consider the Location and Extent Approval Criteria in 070.060.050(e)(3)e.3.

Commissioner Dehm called for the question.

Motion passed unanimously.

5. Commissioner Comments

Commissioner Schachter reminded Commission of the Colorado Department of Health presentation at the upcoming City Council meeting.

6. Director Comments

Director Jenn Ooton reminded Commission of an upcoming public discussion with the Glenwood Springs Police Department. Ooton also provided the Commission with updates on possible future meeting arrangements and technology.

7. Adjournment

Meeting was adjourned at 8:30 PM.

DRAFT