



MINUTES
CITY OF GLENWOOD SPRINGS
Planning and Zoning Commission
Regular Meeting
JUNE 28, 2022
Council Chambers, First Floor
101 W. 8TH STREET
6:00 PM

1. Roll Call

Commissioners Present: Commissioner White, Commissioner Cipperly, Commissioner Waller, Commissioner Shaver, Commissioner Hardcastle, Commissioner Connerton, Commissioner Davey.

Others Present: Asst. City Manager Jenn Ooton, Asst. City Attorney Richard, Asst. Director Community Development Hannah Klausman, Senior Planner Watkins Fulk-Gray.

Chair Shaver called for a motion to seat alternate Commissioner April Davey to fill the vacant seat. .

Commissioner White motioned to seat Commissioner Davey. Commissioner Cipperly seconded the motion. Motion unanimously approved.

2. Receipt of the May 24, 2022 and April 26, 2022 Minutes

Commissioner Cipperly pointed out a possible omission in the May 24, 2022 minutes. Page 4 of the packet, 3rd paragraph, uses the pronoun She, but should list Commissioner Cipperly by name.

Waller Motions to accept minutes with edits, White seconds.

Unanimously approved.

3. Comments from citizens appearing for items not on the agenda

4. New Items

A. Planning Item 19-22 Code Amendment Hotel Conversions

Jenn Ooton, Assistant City Manager presented the Code Change Amendment. Mrs. Ooton explained that the reason behind the code changes is the housing crisis and employment crisis. Regional Housing study points to a housing unit gap of 2,000 units, primarily in the lower AMI bands and that has been exacerbated by the pandemic.

Commissioner questions:

How does the 90 day sprinkler delay work? Could be challenging to do while occupied. What if the water line needs to be upgraded? Clarification on new requirement for Fire suppression system.

A: It allows for flexibility to the developer. Applicant will not be able to get a certificate of occupancy without a fire suppression system. Some areas of town may not be able to utilize the 90 day allowance. New 2021 Building code requires more uses to have fire suppression systems. This does not impact these uses as they were already required to have suppression systems.

What is the benefit of the 180-day maximum?

A: This is a change in building code occupancy from an R1 to an R2. Staff believes that there are likely some hotels already operating in this category and allowing this extended stay increases safety and increases efficiency in housing units.

What will be the impact of the loss of lodging taxes for these hotels that no longer have to pay lodging tax for stays under 29 days?

A: Do not have an estimated financial impact on the lodging tax revenues. Staff does not know how many hotels will utilize this option. Staff has received conversion inquiries on the older hotels primarily, however some have been for more modern hotels as well as partial conversions.

Should there be a streetscape landscaping improvement at minimum for landscaping requirements? Screening landscape would be beneficial to have.

A: As currently proposed, the code changes only refer to the parking lot landscaping and do not omit the other landscaping requirements such as streetscape. In the extended stay category, it would be considered a commercial use to a commercial use and would not trigger additional landscape from what exists.

How many residents will be allowed in one unit? Would 10 people in a bunk room be allowed?

A: Code has a limit on the occupancy of a short-term rental and staff believes this would be similar with a maximum occupancy. Staff agrees this is a good item to consider for implementation.

Do we feel that this need might change back to a pre-covid housing equilibrium?

A: No meetings or reports indicate a shift away from current housing pressures.

Clarify the parking per unit. Is it per unit or bedroom?

A: One parking stall per apartment unit for the extended stay. The full multifamily conversion would be the required 1.7 spaces per unit.

Could a Bed and Breakfast also convert to an extended stay?

A: Yes if it has 5 or more units. The threshold is for 5 unit minimum.

Was this item brought before the Housing Commission?

A: Housing Commission did review the code change proposal. Housing Commission asked staff to review other community examples and staff did not find examples. Housing Commission had questions on whether there could be a deeper affordability requirement.

Was there other agencies that were involved in the proposal such as law enforcement that might be involved to mitigate possible negative impacts of this use?

A: The legal, building, and planning departments were involved. The police department has not specifically been involved in the discussion as of yet.

Should a lighting plan be required as part of the change of use? Should a planner do a site visit to double check lighting safety?

A: Changes of use do not include a photometric plan requirement. Staff could certainly take a look at that suggestion. There could be a requirement for a lighting fixture at all entrance doors.

Is there storage space required similar to multifamily project requirements? Perhaps a shared storage somewhere else on site?

A: Staff believes these operate more similarly to a hotel than an apartment unless they are doing the full conversion, with more temporary seasonal stays with less storage needs.

Concern over the provisions for laundry facilities and only requiring one washer and dryer unit. Perhaps consider a requirement for a minimum number required.

A: Yes, staff will review that item.

Chair Shaver opened it up for public comment.

Michael Herms, Director of Facilities and Capital projects for RFTA. Mr. Herms explained that RFTA is supportive of the code amendments. RFTA is looking at purchasing a hotel for this very concept of housing employees. RFTA is currently short 40 drivers, 8 mechanics, and half a dozen other positions. We have multiple employees living on couches. We had to cut services to accommodate lack of employees. Our situation is dire. RFTA is very supportive of these proposals. RFTA expects that the employees that would utilize these types of units would be more seasonal and new to the area employees, but RFTA does see transitioning anyone looking for long term employment into other more permanent living situations.

Lee Touch Farber, Renew Roaring Fork Property

Interested in worker housing and how this could help. Renew Roaring Fork is experiencing employee shortages and retention with the housing market. This could provide a more affordable short term solution.

7:26 PM Chair Shaver closed the public comment period.

Commissioner Waller motioned to approved action item 1 with suggested findings on page 5. Commissioner Hardcastle seconded the motion.

Commissioner Discussion:

Include a definition of a kitchenette and request to have staff have a safety requirement discussion for lighting on the extended stay category, and a requirement for a minimum number of washer and dryer units per unit.

Commissioner Waller amend his motion to include lighting and safety to be reviewed by staff.
Commissioner Hardcastle amends his second.

Action 1:

Consideration of code text amendments to Municipal Code Section 070.010.070 Nonconformities, 070.030 Use Regulations, 070.045.120 Affordable and Workforce Housing and 070.060.050 Development Permits.

Staff recommends approval with suggested findings on page 5.

B. Affordable Housing Accomplishment Report

Hannah Klausman, Assistant Director of Community Development, explained that Planning and Zoning Commissioners requested Staff to update the Commission on City efforts around affordable and workforce housing. Staff prepared a brief report to highlight the accomplishments of the last few years with updates on specific programs and projects in the following categories:

1. Voluntary Deed Restriction Program, Adopted 2016.
2. Parking Updates from 2018 Development Code Adoption
3. Vacation Rental Code Update, 2019
4. Accessory Dwelling Unit Code Update, 2020
5. Inclusionary Zoning Program, Adopted in 2021
6. City Owned Property Project
7. Ad Hoc Housing Committee Tax Questions

6 Commissioner Comments

7 Director Comments

8 Meeting Adjourned