

**TOWN OF DILLON  
PLANNING AND ZONING COMMISSION**

**REGULAR MEETING  
WEDNESDAY, February 7, 2018  
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, February 7, 2018, at Dillon Town Hall. Vice Chairperson Teresa England called the meeting to order at 5:39 p.m. Commissioners present were: Amy Gaddis, Teresa England, Jerry Peterson, Derek Woodman and Joshua Ryks. Staff members present were Dan Burroughs, Town Engineer; Ned West, Town Planner; Kathleen Kelly, Town Attorney; and Corrie Woloshan, Recording Secretary.

**APPROVAL OF THE MINUTES OF JANUARY 3, 2018 REGULAR MEETING**

Commissioner Jerry Peterson moved to approve the minutes from the January 3, 2018 regular meeting. Commissioner Derek Woodman seconded the motion which passed unanimously.

**PUBLIC COMMENTS**

There were no public comments.

**CONSIDERATION OF RESOLUTION NO. PZ 04-18, SERIES OF 2018;** A RESOLUTION BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF DILLON, COLORADO, RECOMMENDING THE APPROVAL OF A LEVEL IV DEVELOPMENT APPLICATION FOR A CLASS S-2 SUBDIVISION REPLAT OF LOTS 4 AND 8, BLOCK D, NEW TOWN OF DILLON SUBDIVISION, FOR THE PURPOSES OF ELIMINATING THE COMMON BOUNDARY LINE AND TO CHANGE THE NAME TO DILLON PINES TOWNHOMES; AND, SETTING FORTH DETAILS IN RELATION THERETO.

Vice Chairperson announced this item has been vacated from the agenda. Kathleen Kelly, Town Attorney added, new public notice will be given for it to come back to you at a future date.

**REVIEW: TOWN OF DILLON 2017 COMPREHENSIVE PLAN, SECTIONS 1-5**

Ned West, Town Planner gave copies to the commissioners and stated, I went through the whole 5 sections and did my redline version.

Dan Burroughs, Town Engineer introduced Megan Boydston, student from the University of Colorado Denver. She is going to be working on the Town Center visualization for the Master Plan. She is going to be working on this for the next 3 months before she graduates. It's called the Capstone Project.

Commissioner Teresa England commented on the Comp Plan, we need to add our new commission member to the list.

Commissioner Teresa England asked, do some of these come as a result of the prior discussions we've had, any of your changes? Or are they just changes you felt were necessary? Ned West, Town Planner replied, I'm sure I was influenced by what we've discussed here. But no, nothing specific. What I found is that the Comp Plan has a lot of negative language. Part of the way I was trying to wordsmith it was to turn it into a positive viewpoint. This document should be viewed by people interested in coming to this Town to do development so it should have a positive slant to it, I felt. Commissioner Teresa England asked, do you suggest we walk through these one by one or give everyone a chance to read them and come back and discuss it next month? Ned West, Town Planner responded, we'd like to try to make some progress on this so if we could at least hit 1 section tonight maybe that would be good enough. We've been talking about trying to make some headway on this for a while and I'd done this review in December.

Dan Burroughs, Town Engineer mentioned, the other thing to keep in mind is Kathleen is here to do legal training, maybe we can do that first? Commissioner Teresa England replied, I think we should do the legal training then Amy can join us, who went through the legal training, can join us on this. Then maybe we can at least get through section 1 tonight.

### **LEGAL TRAINING**

Kathleen Kelly, Town Attorney, presented legal training.

### **REVIEW: TOWN OF DILLON 2017 COMPREHENSIVE PLAN, SECTIONS 1-5**

Ned West, Town Planner mentioned, In 2017 we adopted this plan. This November I went through 1<sup>st</sup> 5 sections and put my thoughts into them. None of what's reflected on this redline has been adopted and changed. When I'm reviewing things I highlight things that I need to come back to and look at again. Commissioner Teresa England asked, so you added an annual review of the Comprehensive Plan in Section 4? Ned West, Town Planner said, review of the Comprehensive Plan, that's on a 3 year basis. The Three-Mile Plan is on an annual basis. The Council did reaffirm the Three-Mile Plan in January. Throughout this document there are some graphics that are just floating out there. Chairperson Amy Gaddis said, even if we had a label for the graphic that said what the intent was. I didn't see the text anywhere. It's almost like, what is a comprehensive plan? Is this just a generic graphic that can go away? Ned West, Town Planner commented, maybe the graphic isn't necessary. It's existed for a long time. It's trying to say that the Comprehensive Plan is the guiding document that influences all Town decisions and regulations. Chairperson Amy Gaddis said, when you said that it helped me understand it a little better. Commissioner Derek Woodman added, it all correlates back to the comprehensive plan? Commissioner Teresa England asked, does it add anything? Chairperson Amy Gaddis suggested, strike it, it confuses me. Ned West, Town Planner responded, we will consider deleting it. Chairperson Amy Gaddis said, I didn't have any other comments on Section 1.

Chairperson Amy Gaddis commented, I had to look up if acre feet was an actual term and it is. It's a volume. Kathleen Kelly, Town Attorney asked, where does the Town get the population information. I wonder if that could be updated? Ned West replied, it's tied to the census information so I think they do an estimate. Chairperson Amy Gaddis, I guess it makes sense here to do kind of a site plan. I had a couple comments in terms of, can we add a site plan showing all these open areas that we talk about? Where the open space and public land is designated, where the forest service space is designated. I'm sure we have it. Kathleen Kelly asked, maps? Chairperson Amy Gaddis replied, yes, a map. Ned West, Town Planner said, I feel that too. A lot of the maps in this document are just kind of in the wrong place. Or come later on when we've talked about it already. Chairperson Amy Gaddis continued, yes you could say see map page 10. Land Use Map is exhibit 4 so maybe we just reference it here. Commissioner Teresa England commented, I kind of like the exhibits being at the end of the textual document. Chairperson Amy Gaddis

said, I would say reference the land use map in this section. Ned West, Town Planner asked, do you have an opinion on Dillon Reservoir versus Lake Dillon? Commissioner Derek West said, the true name is Dillon Reservoir. Ned West, Town Planner said, that's what this document reflects. One on Council objected. Chief Colorow was the name of Lake Dillon Drive. It still exists on the code. Commissioner Jerry Peterson added, one Council member decided Chief Colorow was a drunk so they decided they had to change the name of the street. Kathleen Kelly, Town Attorney said, to Lake Dillon Drive. But it's not Lake Dillon it's Dillon Reservoir. I see why there's confusion. Commissioner Teresa England suggested, I think you ought to stay with the legal name, it's a legal document. It's not a marketing document. Chairperson Amy Gaddis said, that was my only comment on this section. Ned West, Town Planner said, there is a lot of new red. And a lot of that is based on what we've as a community have done with our outreach for the desire for more workforce housing. A bigger mix of housing. Just wanted to make sure you concurred with how that all came together. This is early draft stuff. What's interesting and we'll get into that at a later date, but this document really talks very poorly about the Core Area. How there's nothing going on and we really need restaurants. If you sit down and count them there are 9 restaurants in this area. It's hard to believe, but there are. It's already in its rebirth. Down the road we'll talk about that. I tried to reflect that a little bit. Not taking away from the idea that we're still trying to revitalize the area.

Commissioner Derek Woodman, under existing land use patterns, we have this comment about 2<sup>nd</sup> home owners retiring here, where does this come from? Ned, I don't know. That existed so I put the comment in. I'm not sure if that's really the case. It seems to me a lot of people fair-weather this area and go to Arizona or something in the winter. So I'm not sure if people are truly permanently retiring here. Commissioner Teresa England, I am and many of my neighbors and many of my friends are new retirees to the County. You'd have to dig down into the sale records but I have a feeling you'll find many people are retiring here. Ned West, Town Planner, it's interesting because the community has something like 5500 beds but there are 900 residents. Maybe it's a valid statement to leave. When I see a statement that says more and more people are moving here full-time. Commissioner Derek Woodman, it says Summit County, that's why I wondered where it came from. Ned West, Town Planner, so the suggestion is just to leave the retirement thing. Chairperson Amy Gaddis, we could say the Town may also see changes in the occupancy patterns in existing housing units as more 2<sup>nd</sup> homeowners may retire permanently to the area. It's saying, if they do. Commissioner Teresa England, the question I have is should we be using actual names of existing actual businesses? Commissioner Derek Woodman, that's what it's called, the Alpine Bank Center. That's what it's called. Ned West, Town Planner said, it would require a replat to change. I could look at maybe how to soften that and just describe it's area. Generically, drug store. Commissioner Derek Woodman commented, you do reference 1<sup>st</sup> Bank here. 1<sup>st</sup> Bank's not on Little Beaver. Ned West, Town Planner said, I'm just going to strike 1<sup>st</sup>. I'm going to say a bank, a brewer. Commissioner Teresa England commented, even a better reason to go generic.

Ned West, Town Planner, I did end up on this next page adding marijuana since we have it. Honestly, I still get a lot of calls about it. So I went ahead and included it. Part of the reason I added it to this document is, this document never dealt with our acceptance of marijuana. So I thought it should be included because we were talking about commercial aspects of the community. That's the thing, we have it here. Commissioner Teresa England asked, do we have three already? Ned West, Town Planner responded, we do. Commissioner Teresa England said, I guess we're describing existing land use so that's the reality. Commissioner Derek Woodman suggested, you talk about vicinity to the Dillon Ridge Marketplace. Is that a real accurate statement? There's one below Dillon Ridge on Highway 6 and there are 2 on Little Beaver. Ned West, Town Planner said, I appreciate that, maybe Dillon Ridge Marketplace wouldn't appreciate that reference because they're truly not in the marketplace. Is there a need for a map? Commissioner Teresa England said, no. You can 't highlight one business as opposed to other businesses. Commissioner Derek Woodman said, you identify in here that there are specifically only 26 viable properties for a business to exist. 26 total, only 3 allowed. Ned West, Town Planner said, the way we did

this, we looked at the zoning and created setbacks and criteria that business may only be acceptable in certain locations. That's how we have the 26. We have 3 that are in place now. So those other 23 parcels aren't going to happen unless someone goes away. Commissioner Teresa England confirmed, again the purpose is to define existing land use. So the fact that there are 23 other parcels in which a business may operate, is that relevant to existing land uses? Chairperson Amy Gaddis responded, probably not, because we're not saying where the restaurants need to be or anything else. Commissioner Teresa England suggested, I would just take that sentence out. Commissioner Derek Woodman, you need to go back to, you need to identify what is your criteria? Is there a document that exists that identifies where these 26 parcels are? Ned West, Town Planner replied, there's a whole section of code. Commissioner Derek Woodman said, I think there's a direct relevance to land use. Commissioner Teresa England clarified, future land use. We're describing existing land use patterns. Chairperson Amy Gaddis, because this is all about existing. We don't need to go into where the restaurants need to be, the medical marijuana. It's just there currently there are 3 existing. Commissioner Teresa England, if someone comes in and wants to try to convince the Town to have a 4<sup>th</sup> approved, they'll find out where those other 23 are. I would just shorten it to, the Town currently has issued 3 retail marijuana licenses. 3 currently exist. If anything one business owner will sell to another business owner at the current location. Ned West, Town Planner added, 2 of the buildings are owned by the business owners, one rents. A landlord could choose.

Commissioner Teresa England asked, on the recreational path system, is each jurisdiction required to maintain their portion of it? Or is it county-wide? Ned West, Town Planner replied, it's per jurisdiction. Is there any one jurisdiction that can get another jurisdiction to step it up? Ned West, Town Planner said, the way to approach that is through the County because it is a county-wide system that we're all a part of. The County has contributed some funds towards it in respects to signage and other things. I don't not about construction. Commissioner Derek Woodman commented, if you'll notice the parts that are under County jurisdiction are in the worst repair. Ned West, Town Planner added, to my knowledge, we're the only community that plows the bike path. Chairperson Amy Gaddis asked, does anyone else having anything on Section 2?

Ned West, Town Planner commented, I kind of struggled with the Private Recreational Facilities thing. I added the cycling gym. It's kind of an odd section to me. I tried to make it a little more. Commissioner Derek Woodman added, it was accurate. You put cycling in there then you deleted gym. There's still a gym also. Cycling studio and fitness gym.

Chairperson Amy Gaddis commented, Section 3, I feel like Goals & Policy, I've seen that before but what is it? If we just label it Economic Goals & Policy it would make it easier for me. We know it's in the economic section but we have that same goals and policies under administration. Commissioner Teresa England asked, do we need to refer to the Architectural Guidelines? Ned West, Town Planner responded, I think it's in Section 6. Chairperson Amy Gaddis, under economic goals & policies, the last one, promote year-round tourism, we don't talk about dining or other opportunities. Are these really policies that we're describing here. Is that the right word? Ned West, Town Planner, I think the state statues reference that's one of the components a comprehensive plan must have. I can double check that. Commissioner Derek Woodman added, but if it's a policy it's adopted by the Town Board. Ned West, Town Planner said, that's why maybe we should have a hard look and be sure. Commissioner Teresa England commented, it's supporting the goal. If it's state statute required. Chairperson Amy Gaddis said, maybe you're right. Maybe we need some policies that are true one-liners then initiatives to fulfill that policy. Policies means I don't have a choice, I have to do it. I feel like a lot of this stuff is nice to have but we're not going to enforce it. Policy is to increase sales revenue, initiatives to get there could be these 5 items. Kathleen Kelly, Town Attorney mentioned, we can take a look at that.

Ned West, Town Planner explained, throughout this document, Core Area, Town Center, Downtown Business District. It's all interchangeably used. Part of that's good because it helps people understand what you're talking about. Does anyone have thoughts on that? Commissioner Derek Woodman commented, if it's all referring to the same geographical area shouldn't it all be referred to as one common term? Commissioner Teresa England asked, what's in the zoning code? Ned West, Town Planner replied, it's Core Area. But for a long time it was called the Town Center. Chairperson Amy Gaddis said, for a developer I'd rather be in the Town Center than the Core Area. The Town Center sounds pretty cool. Commissioner Teresa England suggested, this isn't a marketing document. I think the underlying ordinances should track through all of the planning documents. You could say Core Area and an asterisk the 1<sup>st</sup> time, also referred to as. Commissioner Derek Woodman, it shouldn't be referred to by more than 1 term in this document. Chairperson Amy Gaddis said, it sounds like it's Core Area. Ned West, Town Planner to chat with Kerstin our Marketing Director to see what she'd like to see. Consistency is what we're really looking for.

Ned West, Town Planner asked, we have 4 and 5 to go through. Should we add 6? Chairperson Amy Gaddis said, I think 4 is long. Ned West, Town Planner replied, Ok let's stick with 4 & 5.

### **OTHER BUSINESS**

Dan Burroughs, Town Engineer mentioned talking about visitor parking during other business. Chairperson Amy Gaddis said, I thought possibly you were going to bring something to us in terms of what the surrounding, what the other codes might show. Jerry Peterson commented, sidewalks? Ned West, Town Planner said, we were maybe going to look at creating a sidewalk. It came up during Council. The challenge along Highway 6 and the sidewalk is it's a Highway with high speeds. They don't want an attached sidewalk. To detach it building 2 walls. It's very very expensive. Right now the Public Works Director says there is a way to walk to the shopping center. A sinuous path. I'm sure the topic will come up again. Right now it can't be easily funded. We have some priority corridors to consider. It was talked about, if there's a big hotel at the entrance to town and there isn't an easy connection to the shopping center. It's a pretty dangerous stretch. The Public Works Director is adamant he would want separation. Both for safety reasons and snow removal. There was some talk of interior pathways within Dillon Ridge Marketplace and the sidewalks there through the Townhomes to connect.

Ned West, Town Planner asked, do you want us to look up what surrounding communities might do for guest parking? It may exist but I'm not sure it's addressed. Chairperson Amy Gaddis, Yes. Commissioner Teresa England, even if it's that they don't have one. Many of our surrounding communities have a bigger issue than we do. Ned West, Town Planner said, that's certainly one of the complaints we get especially with short term rentals.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 7:25 p.m.

Respectfully submitted,

*Corrie Woloshan*

Corrie Woloshan  
Secretary to the Commission