

**TOWN OF DILLON  
PLANNING AND ZONING COMMISSION**

**REGULAR MEETING  
WEDNESDAY, JANUARY 8, 2020  
5:30 p.m.  
DILLON 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 8, 2020 at Dillon Town Hall. Chair Teresa England called the meeting to order at 5:30 p.m. Commissioners present were: Teresa England; Steve Milroy; Charlie Oliver, Bill Engelman and Alison Johnston. Staff members present were Dan Burroughs, Town Engineer; Ned West, Town Planner; Nicolas Cotton-Baez, Town Attorney and Michelle Haynes, Recording Secretary.

**APPROVAL OF THE MINUTES OF DECEMBER 4, 2019 REGULAR MEETING**

Commissioner Oliver moved to approve the minutes from the December 4, 2019 regular meeting. Commissioner Engelman seconded the motion, which passed unanimously.

**PUBLIC COMMENTS**

There were no public comments.

**CONSIDERATION OF RESOLUTION PZ 01-20, SERIES OF 2020 (Public Hearing)**

A RESOLUTION RECOMMENDING THE APPROVAL OF A LEVEL IV DEVELOPMENT APPLICATION FOR A CLASS S-2 SUBDIVISION TO BE KNOWN AS FINAL PLAT OF DILLON URGENT CARE AND SUMMIT RESIDENCES SUBDIVISION.

**PUBLIC HEARING:**

A Public Hearing is required for this application. The Planning and Zoning Commission shall open a Public Hearing on the application and hear testimony from Town staff, the applicant, and any public testimony submitted during the Public Hearing.

Chair Teresa England opened the public hearing at 5:31 p.m.

Ned West, Town Planner, presented the staff summary.

**PROJECT LOCATION:**

Lot 45R, Ptarmigan Trail Estates, Unit 1, located at 956 W. Anemone Trail.

**SUMMARY:**

This Class S-2 Subdivision application is to replat Lot 45R, Ptarmigan Trail Estates, Unit 1, located at 956 W. Anemone Trail, into two lots to separate the urgent care facility lot from the residential condominiums lot. The Dillon Municipal Code requires an access easement for the rear lot.

The Applicant for this subdivision Pikes Peak Professional Services LLC, the property owner.

The existing lot to be subdivided by the addition of an interior boundary line is described as follows:

- Lot 45R, A Replat of Lots 43, 44, & 45, Ptarmigan Trail Estates, Unit 1, Located in the SW ¼ of Sec.7, T.5 S., R. 77 W. of the 6<sup>th</sup> P.M., Town of Dillon, Summit County, Colorado ("**Lot 45R**")

The subdivided new lots will be called Lot 45A and Lot 45B, Dillon Urgent Care and Summit Residences Subdivision.

**COMMISSIONER QUESTIONS:**

Commissioners asked questions which addressed issues about access to the second lot and verbiage on the PLAT referencing an already vacated utility easement. Staff provided the information requested and advised that is very common to have an access agreement that allows access through an adjacent lot. Staff informed commissioners that the verbiage on the PLAT is how it should be but would have Dan Burroughs, Town Engineer, review it.

**PUBLIC COMMENTS:**

No public comments.

**PUBLIC HEARING CLOSED:**

Chair Teresa England closed the public hearing at 5:50p.m.

**RECORD OF PLANNING COMMISSION ACTION:**

Commissioner Allison Johnson moved to approve Resolution No. PZ 01-20 Series of 2020. Commissioner Steve Milroy seconded the motion, which passed unanimously.

**CONSIDERATION OF RESOLUTION PZ 02-20, SERIES OF 2020 (PUBLIC HEARING)**

**A RESOLUTION RECOMMENDING AN AMENDMENT TO ARTICLES I AND II OF CHAPTER 16 OF THE DILLON MUNICIPAL CODE.**

**PUBLIC HEARING:**

A Public Hearing is required for this application. The Planning and Zoning Commission shall open a Public Hearing on the application and hear testimony from Town staff, the applicant, and any public testimony submitted during the Public Hearing.

Chair Teresa England opened the hearing at 5:51 p.m.

Ned West, Town Planner, presented the staff summary.

**SUMMARY:**

This amendment to Chapter 16 “Zoning” Articles I & II addresses technical issues with the Code, organizes the process criteria, provides new and revised definitions, updates submittal requirements, provides additional application fee language, and refines the public hearing and appeals process.

Along with the Resolution recommending approval of the Code amendments, the draft Ordinance to adopt the amendments is attached for review as well. Although no substantive changes are anticipated for the attached draft Ordinance, it is anticipated that minor language edits to better effect the intent and to capitalize defined terms will be done prior to the presentation of the Ordinance to the Town Council.

**COMMISSIONER QUESTIONS:**

Commissioners asked questions which addressed minor edits needed throughout Chapter 16. Nicolas Cotton-Baez, Town Attorney, provided the information requested and advised that the edits would be made as requested. Commissioner England advised she would not sign off on the approval of Resolution No. PZ 01-20 Series of 2020 until those revisions had been made. Mr. Baez said he would make the requested changes and have the resolution prepared for her signature the following day. Chairperson England agreed

and said she would review the resolution prior to signing it. The other commissioners unanimously agreed with this approach.

**PUBLIC COMMENTS:**

No public comments.

**HEARING CLOSED:**

Chair Teresa England closed the public hearing at 6:08 p.m.

**RECORD OF PLANNING COMMISSION ACTION:**

Commissioner Teresa England moved to approve Resolution No. PZ 02-20 Series of 2020. Commissioner Allison seconded the motion, which passed four in favor, one opposed.

**CONFIRM REGULAR PLANNING & ZONING MEETING ON FEBRUARY 5, 2020.**

All following commissioners confirmed they will attend the February 5, 2020 regular meeting; Teresa England, Alison Johnston, Steve Milroy, Bill Engelman and Charlie Oliver.

**PROJECT UPDATES:**

- Homewood Suites: Foundation is underway.
- Panera Bread: Breaking ground in the spring.
- Sail Lofts: Phase two is underway, framing underway
- Urgent Care: Sewer line moved.
- Uptown 240: Foundation is underway.
- Vail Health: Excavation underway

**OTHER BUSINESS:**

Climate Action Speaker Event – Friday, January 24, 2020 @ 7pm, CMC Breckenridge

**ADJOURNMENT**

There being no further business, Teresa England adjourned the meeting at 7:08 p.m.

Respectfully submitted,

*Michelle Haynes*

Michelle Haynes  
Secretary to the Commission