

Town of Carbondale 511 Colorado Avenue Carbondale, CO 81623

#### AGENDA PLANNING & ZONING COMMISSION THURSDAY, October 27, 2022 7:00 P.M. Carbondale Town Hall & Via Zoom

ATTENTION: All regular Carbondale Planning and Zoning Commission Meetings, will be conducted in person and virtually via Zoom. If you wish to attend the meeting virtually, and you have a comment concerning one or more of the Agenda items, please email <u>kmcdonald@carbondaleco.net</u> by 4:00 p.m. on October 27, 2022. If you would like to comment virtually during Persons Present Not on the Agenda please email <u>kmcdonald@carbondaleco.net</u> with your full name and email address by 4:00 p.m. on October 27, 2022

Please click the link below to join the webinar:

https://us06web.zoom.us/j/89340975169?pwd=YURpUk9WeUhVUmhIM0ZJY1VDL3JWZz09

#### 1. CALL TO ORDER

2. ROLL CALL

3.	7:00 p.m. – 7:05 p.m.
	Minutes of the August 25, 2022 meeting Attachment A
	Minutes of the September 8, 2022 meeting Attachment B
	Minutes of the October 13, 2022 meeting Attachment C
4.	7:05 p.m. – 7:10 p.m.
	Public Comment for Persons not on the agenda (See instructions above)
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5.	7:10p.m. – 7:20 p.m.
	Draft 2023 Planning and Zoning Commission Meeting CalendarAttachment D
6.	7:20p.m. – 7:50 p.m.

- Roaring Fork School District Meadowood Housing Courtesy Review......Attachment E
- 7. 7:50 p.m. 8:00 p.m. Staff Update
- 8. 8:00 p.m. 8:10 p.m. Commissioner Comments
- 9. 8:10 p.m. ADJOURN

<u>Upcoming P & Z Meetings:</u> 11-10-2022 – TBD 12-08-2022 – TBD **Please note all times are approx.** 

#### MINUTES

### CARBONDALE PLANNING AND ZONING COMMISSION Thursday August 25, 2022

#### Commissioners Present:

Staff Present:

Jay Engstrom, Chair Nicholas DiFrank, Vice-Chair Nick Miscione Marina Skiles Kim Magee Jared Barnes, Planning Director Kae McDonald, Planning Technician

#### **Commissioners Absent:**

Jeff Davlyn Jarrett Mork Kade Gianinetti (1<sup>st</sup> Alternate)

#### Other Persons Present

Oscar Carlson, Planning & Zoning Commission 2<sup>nd</sup> Alternate Applicant, 2747 Graceland Drive

Jess Robison, Planning & Zoning Commission 2<sup>nd</sup> Alternate Applicant, 760 Latigo Loop

The meeting was called to order at 7:00 p.m. by Jay Engstrom.

#### August 11, 2022 Minutes:

Nicholas made a motion to approve the August 11, 2022 minutes. Marina seconded the motion, and they were approved with Nick Miscione and Kim Magee abstaining.

#### Public Comment – Persons Present Not on the Agenda

There were no persons present to speak on a non-agenda item.

#### <u>Resolution No. 6, Series of 2022 – Accessory Dwelling Unit – 39 Maroon Drive –</u> John and Marianne Ackerman

Jay noted that the Resolution listed the proposed use as allowed within the OTR zone district under the Findings for Conditional Use Permit, but that the property is in the R/LD zone district. Nicholas made a motion to approve Resolution No. 6, Series of 2022, approving the Accessory Dwelling Unit, at 39 Maroon Drive with the revision of the R/LD zone district under Condition No. 1 on page 2. Marina seconded the motion, and it was approved unanimously.

#### Comprehensive Plan Discussion – Board of Trustees Work Session

Jay explained that he had had a conversation with the mayor regarding the status of the Comprehensive Plan Update and while the mayor acknowledged that the update was a patch job, he encouraged the Commission to move forward in wrapping the process up. He related that the mayor had noted that in the process of recommending approval for

the update, the Commission can also recommend undertaking a new Comprehensive Plan and that the mayor would like to move forward with a Transportation Master Plan.

Marina stated that they could all agree about the need to button it up and that there is some good information contained in the update. She stated that while they do need to recognize it is a patch job, it does need to be completed so those with upcoming land use applications are using the correct zoning. She also noted that with reference to Carbondale Arts, there is a need to have the Board of Trustees involvement. She agreed that they need to recommend having a full Comprehensive Plan in the works by 2025. She also pointed out that it is important that the public doesn't perceive this process to be a waste of time and money.

Jay encouraged that if it is recognized as a patch job, they should decide to approve or deny at the next meeting.

Nicholas replied that his greatest concern is that they push through the update's approval and then a full Comprehensive Plan isn't undertaken any time soon.

Jay thought that the Board of Trustees recognize the update for what it is – especially because it doesn't involve the Highway 133 corridor or the new Town property – and they would be receptive to a full Comprehensive Plan. He pointed out that 2025 will be 12 years since the 2013 Comprehensive Plan was approved. He added that there are still a few months' process to get the update approved.

Jared noted that a full Comprehensive Plan is at least a year-long process and if it is kicked off in 2025, it will be 2026 before it is adopted. He didn't want to set any unrealistic expectations but noted that an update should take six to nine months, while a full overhaul of the Comprehensive Plan is a very involved process reviewing every aspect of the community. He supported Jay's comments and suggested that these two items could be dealt with in two motions:

1) Recognize that the Comprehensive Plan update is an update and needs to move forward in some form or fashion

2) Recommend to the Board of Trustees that a full Comprehensive Plan rewrite is initiated by X year – that would communicate the Planning & Zoning Commission's desire not to delay.

Jay agreed that such a strategy would put into play a situation that is more prudent and that a denial of the Comprehensive Plan update in favor of initiating a full Comprehensive Plan rewrite right now is not what the Board of Trustees wants to see.

Nicholas understands that approval is being promoted but wishes that the Board of Trustees had been more connected to the process.

Nick agreed that they need to deliver, regardless of its messiness. He commented that the 2013 Comprehensive Plan was created in a different world – Carbondale was recovering from the 2008 recession and there was a need to push a pro-development agenda – and the community is now seeing the effects of the decisions made at that

time. He thought it was unrealistic to expect concordance between the current community's expectations and those from 2013. He thought approving the update with a recommendation for a full rewrite was appropriate and that it made sense to recommend the approval of the update contingent upon a full rewrite soon.

Marina commented that the Commission was in a tough PR situation because a lot of taxpayer dollars has been spent on the update and there is confusion over what the public expects from the update. She thought that given the public outreach and review the best PR might by to approve the update as the quilt that it is. She is comfortable approving it if the Board of Trustees reviews it alongside the Commission. She also didn't think 2025 was soon enough to undertake a full rewrite because there is a need to address community members concern over development.

Jay noted that the steering committee has really gotten into the weeds, and it would take too much time to re-review it.

Nicholas pointed out that this is not "the" document – the Unified Development Code is the more important of the two.

Jay agreed that he would rather spend time reviewing the Unified Development Code.

Jared presented a process question by noting that there are currently no notices of public hearings, and the Planning & Zoning Commission is still functioning as the steering committee. He pointed out that the steering committee needs to recommend approval to the Planning & Zoning Commission, so that a noticed public hearing can be reviewed before the public and give the public the opportunity to comment. He thought that if there was additional public input, it would lend more specificity to the recommendations. He noted that there was good public involvement, and a lack of action might push the public away from future efforts. He added that there seemed to be a lot of comments about other areas in town and these may be areas to start from. He thought that some of these areas may warrant more near-term review between staff and the commission. He noted that, in his experience, steering committees are usually comprised of two or three members from each approving authority, and it facilitates cooperation between the two. He noted that by doing so, it aids in making those policy decisions the Commission is struggling with now.

Marina asked about the Board of Trustees work session request.

Nicholas didn't think the Board of Trustees would support a work session.

Jay noted that the mayor had said he could try to make it to the next meeting.

Nick pointed out that the Board of Trustees and the mayor are elected positions and because the Planning and Zoning Commission is appointed, they are in an important and unique position to make decisions without sway. He thought the Planning and Zoning Commission was the best group for the job.

Nicholas was very happy with the way the community showed up but noted his disappointment in how topics were presented in the update.

Jay suggested each person come up with final major concerns to discuss at the next meeting.

Marina requested that the most current version be posted to the website and emailed to the commission members for discussion at the next meeting.

Jared pointed out that this is not a public hearing because it must be noticed and reiterated that what is currently be discussed is the steering committee recommending approval to the Planning & Zoning Commission. He thought that based on the noticing requirements and the meeting timelines, the earliest feasible public hearing would be September 22nd which would allow additional discussion and changes at the upcoming meeting.

Nick suggested one last pass that should be extractive in nature. He suggested breaking the update into thirds over the next three meetings, with the public hearing planned for the second meeting in October.

Nicholas pointed out that they are not dealing with redundancies, but rather glaring items left out – this won't be a line-by-line review.

Jay didn't think there was time in the process for three additional meetings and that there will be one final meeting for review.

Nicholas thought one more meeting would be sufficient.

Marina reiterated her desire to see the most current version and remove anything from the website(s) that are earlier versions.

Jared agreed but pointed out that with recent staff turnover, there is some question about who can edit the kaleidoscope page but will hopefully be resolved soon.

Jay expressed concern over the amount of time Cushing Terrell might need to update the draft between the steering committee meeting and the public hearing.

### Interview Planning & Zoning 2<sup>nd</sup> Alternate Candidates

The Commission acknowledged Nicholas DiFrank's member renewal application.

The Commission interviewed Oscar Carlson and Jess Robison for the vacant 2<sup>nd</sup> Alternate position.

#### Staff Update

Jared Barnes, the new Planning Director, introduced himself.

Kae McDonald, the new Planning Technician, introduced herself.

#### Commissioner Comments

Nicholas asked about the P&Z Commission's motion to initiate a code text amendment to rezone certain parcels from the PC to the MU zone district.

Jared responded that he watched the recording of the meeting and is aware of their motion. He stated that he needs to perform additional research and have internal conversations about the request prior to moving it forward. He informed the commission that he would follow up with additional information at the next meeting.

#### Motion to Adjourn

A motion was made by Nicholas to adjourn, Kim seconded the motion, and the meeting was adjourned at 9:00 p.m.

#### MINUTES

### CARBONDALE PLANNING AND ZONING COMMISSION Thursday September 8, 2022

#### Commissioners Present:

Jay Engstrom, Chair Jeff Davlyn Marina Skiles Kim Magee Kade Gianinetti (1<sup>st</sup> Alternate)

#### Staff Present:

Jared Barnes, Planning Director Kae McDonald, Planning Technician

#### **Commissioners Absent:**

Nick Miscione Jarrett Mork

The meeting was called to order at 7:03 p.m. by Jay Engstrom.

#### August 25, 2022 Minutes:

The approval of the August 25<sup>th</sup> meeting minutes was deferred to a later meeting because two of the five commissioners present were not present at that meeting and would need to abstain.

#### Public Comment - Persons Present Not on the Agenda

There were no persons present to speak on a non-agenda item.

#### Motion to close the public hearing

Marina made the motion to close the comment portion of the public hearing. Jeff seconded the motion, and it was approved unanimously.

Kim joined the meeting late.

#### **Commissioner Appointment Process and Update**

Jared explained that at the last meeting, three individuals were interviewed – one for a reappointment and two for the second alternate seat – and as he was preparing the packet information for the Board of Trustees meeting, he reviewed the Municipal Code on that process. He went on to explain that the interview process for the Planning and Zoning Commission is very specific and requires the prospective members be interviewed by the Board of Trustees with two members of the Planning and Zoning Commission including the Chair and one other person of the Chair's choosing. He noted that the interviews are supposed to take place at a special meeting of the Board of Trustees but commented that he delved further and even though that was from a version of the Code adopted in 2014, he couldn't find any more recent resolutions that outlined a different process.

Marina commented that she had been on the Commission since 2013 and noted that they had been following the same process throughout that time. She wondered if because the protocol as spelled out in the Municipal Code hasn't been followed if Commission appointments were nulled.

Jared reassured Marina that Commission appointments were still valid but moving forward would like to follow the process as currently outlined in the Municipal Code. He added that the Commission can also approach the Board of Trustees with proposed changes and included a few thoughts why it was written in the manner it was:

- The Planning and Zoning Commission is a decision-making body, and the other boards and commissions are advisory in nature only
- The Board of Trustees put more power in the Planning and Zoning Commission

Jeff asked what the process would be to amend the Resolution, noting that Janet went above and beyond the necessary protocols and was inclusive of the entire Commission in the interview process, and he would like to see that process formalized.

Jared explained that it would be a Code Text Amendment that the Board of Trustees would need to approve. He added that this is a tricky situation because there are more applicants than vacancies while many times the number of applicants is equal to the number of vacancies.

Marina asked what will happen at the upcoming Board of Trustees meeting and whether the Trustees will be the only ones to interview the prospective commission members.

Jared replied in the affirmative and reiterated that it would be the Board of Trustees and just two of the Planning and Zoning Commission members at a BOT meeting where the candidates would be interviewed, and they would make a decision at that meeting. He added that the BOT could reaffirm the Planning and Zoning Commission recommendation, but they could also decide independent of that recommendation. He noted that they are having a conversation at the staff level regarding how to change the process, possibly at the upcoming BOT meeting.

Jeff pointed out that historically the Board of Trustees still approved recommendations for appointment.

Jared replied that he didn't think anyone's specific appointment to this Commission should be in question, but he would like to follow what's currently codified. He will share with the Board of Trustees the conversation the Planning and Zoning Commission had. Jared noted that in other municipalities, he has observed the appointment of Planning and Zoning Commission members as strictly a Board of Trustees/Town Council process.

Jeff asked if the Commission could recommend a Code Text Amendment to the Board of Trustees.

Jared replied that that may be a possibility, but he will need to verify that because it isn't a development code item and make sure the Commission has the authority to do that under Chapter 2 of the Municipal Code.

Jay commented that he hasn't experienced a different process while serving on the Planning and Zoning Commission, but he thought that it seemed like extra work for both the Board of Trustees and the applicants.

Jeff pointed out that many of the Trustees have never served on the Planning and Zoning Commission.

Marina agreed and pointed out that the Trustees rely on the Commission to make decisions.

Jared noted that the mayor is open to both processes but hasn't seen how the other that is in the code operates.

Jeff suggested defining the interview committee as the Planning and Zoning Commission along with two members of the Board of Trustees or add a step to specify a preliminary interview with the Planning and Zoning Commission and keep the remaining text as it is.

Jay asked if reappointments would work the same way.

Jared replied that every person applying would be considered a new applicant, the distinction would be that they already had experience serving on the Commission. He liked Jeff's recommendation and noted that there are a variety of ways other advisory boards and commissions outline this process and agreed there was a need to create a more consistent process.

Jeff asked if the Municipal Code detailed the process for appointment to the Board of Adjustment and noted that in the past, the Planning and Zoning Commission also served as the BOA.

Marina pointed out that the Commission has also served as the Steering Committee for the Comprehensive Plan.

Kade suggested having selected Trustees who have previously been members of the Planning and Zoning Commission be part of the interview and recommendation process.

Jared pointed out that it would have to be less than three Trustees, because attendance by three or more of the Trustees constitutes a Board of Trustees meeting, but he reasoned that if the commission members thought it was a better process it might help bridge the gap.

Jay thought it would be beneficial to have Trustees attend Commission meetings.

Jeff thought their attendance should be on a topical basis, but it would be helpful to gain their perspective on bigger issues.

Jared noted that he asked Jay and Jeff to attend the Board of Trustees meeting on Tuesday to participate in the interview process.

#### **Comprehensive Plan Discussion**

Jay noted that they had had a thorough discussion at the August 25<sup>th</sup> meeting regarding what was needed to get the Comprehensive Plan Update approved. He thought that as a member of the steering committee, the document was at a solid point to be reviewed by the Planning and Zoning Commission and the Board of Trustees before being referred to the Board of Trustees for approval. He asked that, if possible, any remaining issues be resolved at this meeting.

Marina commented that because Carbondale has changed so much – even since 2021 – this is an update that has reached its capacity as an update and exceeded its bounds in both scope and budget. She voiced her support for beginning a full Comprehensive Plan in 2025.

Jeff agreed with Marina and added that his greatest worry is that the update would be approved without a definitive timeline for a full rewrite of the Comprehensive Plan. Jeff noted that he had read through last meetings' minutes and appreciated the sentiments expressed and agreed that the focus should be on updating the Unified Development Code because it has more teeth.

Jay replied that the Board of Trustees has been discussing moving towards some of these recommendations that have been summarized, but they can't act on those items until the update is approved.

Marina disagreed with Jeff regarding the Unified Development Code and expressed her opinion that the Comprehensive Plan has more teeth than the UDC, because the Comprehensive Plan is a guiding document that is frequently referred to and the UDC is a malleable document.

Jeff didn't disagree but replied that unless the guidance expressed in the Comprehensive Plan is codified, it is just guidance. He gave the example of setbacks and explained that setbacks aren't outlined in the Comprehensive Plan, but they are found in the UDC. He explained that he had had a conversation with Janet regarding Thompson Park wherein there was guidance in the Comprehensive Plan regarding development around the Thompson House be reflective the historic character of that building, but while the spirit of that sentiment may have been there, it wasn't really spelled out in the code. Jeff voiced his support for moving forward on the update, just from a bandwidth perspective, so the Commission can focus on those changes that need to be addressed. Kim agreed with all that had been discussed. She asked Jared if he thought the document was navigable.

Jared replied that he did think it was navigable and would help community members. He thought the document would be useful in directing applicants to specific sections to help them understand why particular projects might not have traction in Carbondale.

Jay commented that he would like to see the 11" by 17" format should be edited to an 8  $\frac{1}{2}$ " by 11" format for ease of navigation.

Jeff asked that the content be hyperlinked.

Jared noted that those changes have already been made in the most recent version. He added that the most recent version was also on the website as of September 6<sup>th</sup> and that the translator has been contacted and a fully translated version will be available for review prior to the public hearing on October 13<sup>th</sup>.

Kade was also ready to approve the update and focus on its implementation and updating the Unified Development Code.

Jay stated that based on the Commissioners' comments, the Steering Committee recommended the Comprehensive Plan Update for review at an upcoming Planning and Zoning Commission meeting.

Jared replied that the public hearing will be noticed for the October 13<sup>th</sup> meeting at which time the Commission will take public comment and either recommend approval, denial or continue to the following meeting. He also encouraged the Commission to move forward with a separate motion recommending a Comprehensive Plan rewrite to send a message to the Board of Trustees as well as to highlight the reasons for the recommendation. He also reiterated that the Spanish version will be ready for review at least one week prior to the public hearing.

#### Staff Update

Jared noted that Carbondale's new Public Information Officer has been working to gain access to Chart Carbondale and Kaleidoscope after which those two websites will be combined and rebranded as "Carbondale Connect" or "Connect Carbondale." The platform has the potential to be valuable for other endeavors and if the commissioners have any thoughts on making it better, please forward them to the PIO.

Jeff asked if it was possible to hold off on the rebranding until after the Comprehensive Plan Update has been approved.

Jared informed the commissioners that they have received an appeal request regarding the application for a Minor Site Plan Review, Conditional Use Permit and Alternative Compliance at 1337 County Road 106. He explained that it will be a *de novo* review which essentially means that it will be a brand-new review before the Board of Trustees without changes to the application; the review will take place at the October 11<sup>th</sup> BOT

meeting and the recommendations and considerations of the Planning and Zoning Commission will be included in the meeting packet.

Jeff asked about the Zone Text Amendment for that portion of town.

Jared replied that technically it isn't a Zone Text Amendment, but a rezoning. He added that if it is the commissioners desire to do that, a motion could be made for said effect. He wasn't sure if it would impact the current application since the appeal has already been put into motion, but it will capture future applications.

#### **Motion**

Jeff moved to initiate rezoning for the area between Hendrick and County Road 106 from Planned Commercial to Mixed Use. Marina seconded the motion, and it was unanimously approved.

Yes: Jay, Jeff, Marina, Kim, Kade No: None

#### **Commissioner Comments**

Marina commented that the motion for rezoning was in alignment with what Jarrett wanted to do, so she felt the commissioners were all in agreement.

Jeff stated that he was excited to see the shade structure being built at Red Hill.

Jay stated that he was happy to see that the finishes are going up on the buildings along Highway 133.

Marina asked about the status of the annexed property along Highway 133 (just north of the electric transformers). She explained that there were detailed design elements that were attached to the project approvals, and she wanted to ensure that those weren't being changed.

Jared replied that at a recent Board of Trustees meeting, the new owners requested an extension to the public improvement deadline because they aren't sure they will have the agreements with neighboring property owners completed in time to pave before the batch plants close for the winter. He added that to his knowledge there weren't any design changes, the owners just wanted to ensure there wasn't an unpaved hole to become a mud pit through the winter.

Jay asked for confirmation that if there were design changes, it would come back to the Commission for review.

Jared replied that he thought it would.

### Motion to Adjourn

A motion was made by Jeff to adjourn, Marina seconded the motion, and the meeting was adjourned at 8:23 p.m.

#### MINUTES

CARBONDALE PLANNING AND ZONING COMMISSION Thursday October 13, 2022

#### Commissioners Present:

Jay Engstrom, Chair Jeff Davlyn Jerrett Mork Kim Magee Jess Robison (2<sup>nd</sup> Alternate)

#### Staff Present:

Jared Barnes, Planning Director Kae McDonald, Planning Technician

#### **Commissioners Absent:**

Nicholas DiFrank Nick Miscione Marina Skiles Kade Gianinetti

#### Guests:

Nora Bland, Cushing Terrell Nikolai Valdmanis (Virtual Attendee)

The meeting was called to order at 7:08 p.m. by Jay Engstrom. He welcomed the new commission member, Jess Robison, to the meeting.

#### August 25, 2022 Minutes:

Jarrett **moved** to continue the approval of the August 25<sup>th</sup> meeting to a later meeting because there wasn't a quorum of that meeting's attendees present at the current meeting. Jeff **seconded the motion**, and it was **unanimously approved**.

Yes: Jay, Jeff, Jerrett, Kim, Jess No: none

#### September 8, 2022 Minutes:

Jarrett moved to continue the approval of the September 8<sup>th</sup> meeting to a later meeting because there wasn't a quorum of that meeting's attendees present at the current meeting. Jeff **seconded the motion**, and it was **unanimously approved**.

Yes: Jay, Jeff, Jerrett, Kim, Jess No: none

#### Public Comment – Persons Present Not on the Agenda

There were no persons present to speak on a non-agenda item.

#### Staff Update

Jared explained that the PI LOVA Appeal of the Planning and Zoning Commission Denial of Land Use Application was heard at Tuesday's Board of Trustee's meeting and the Trustees approved the appeal with two required changes:

- Modify the building design to change the private entrance on the south elevation to a public entrance facing Main Street; said door shall remain open during business hours.
- Improve the site layout to better identify vehicular access; staff will work with the applicant to determine the most appropriate improvement possibly additional curb and gutter and/or striping within the road easement.

Jared related that most of the BOT's conversation was centered on vehicular access into the site. He confirmed that the recommendation from the Planning and Zoning Commission was included in the BOT meeting packet along with the August 11<sup>th</sup> meeting minutes and staff report. Jared pointed out that the applicants demonstrated improved design for the south elevation that will satisfy some of the concerns the Commission had outside of the PC zone district.

Jared noted that with the resolution of the appeal, the discussion regarding rezoning the obsolete Planned Community Commercial (PC) zone district to the Mixed Use (MU) zone district can now move forward. He pointed out that one concern to consider in rezoning the area would be the lost opportunity to work with developers to address the impacts a Mixed Use (MU) zoning might have over the PC – a rezoning would give additional property rights that those parcels don't currently have and might lead to additional impacts. He noted that there will also be the burden of additional review criteria and compliance.

Jay confirmed that Jared's point was that if the area isn't rezoned, developers will most likely be required to apply for rezoning anyway and the Commission will ultimately have more teeth to determine what happens with the property.

Jared agreed but explained that the trade-off would be if a developer decides not to apply for rezoning but to work under the constraints of the obsolete PC zone district.

Jeff asked what the primary differences were between the PC and MU zone districts.

Jared replied that the main difference is allowable uses – the MU zone district allows a wider variety of potential uses such as multi-story/multi-use buildings, but it is harder to achieve the current design principles under the obsolete PC zoning requirements. He added that lot size and setbacks are also different. Jared reassured the Commission that a full staff analysis would be completed if they choose to move forward.

Jeff asked how a rezoning might affect the PI LOVA development.

Jared explained that if they maintained their development rights it wouldn't affect them, but if they ask for additional changes or allow their application to lapse, they will have to reapply under the new zoning requirements.

Jay asked if the option of rezoning was discussed at the BOT meeting and pointed out that the rezoning was the strongest item for denial.

Jared reiterated that the Planning and Zoning Commission recommendation was presented, but the BOT did not engage in a discussion about rezoning.

Jarrett asked if the commission members wanted to move forward with a decision about the rezoning.

Jared replied that there wouldn't be any issues with moving the item forward into the public process and weighing the issues, but the Commission could also choose to not engage the topic.

Jarrett, Jay, and Jeff were all interested in moving the topic forward and asked that it be placed on an upcoming agenda for additional discussion.

Jared agreed to do so but pointed out that each individual property owners within the affected zoning district will need to be noticed before any discussion can begin.

#### PUBLIC HEARING: Comprehensive Plan Update

Jared summarized key points contained in the staff analysis included in the meeting packet and noted that the current blended iteration of the 2013 Comprehensive Plan and the 2022 Update is an effective planning tool while not being overly prescriptive. He explained that after additional analysis, staff recommends revising Appendix section 7.4 to propose potential cross sections and remove the illustrative images as opposed to the use of proposed cross sections and illustrative images to avoid the impression of preconceived solutions while still presenting the guiding principles which designs should strive to achieve.

Jared noted that neither the Municipal Code or the Unified Development Code have a specific process or outline specific review criteria for the adoption of a Comprehensive Plan or update. He added that after reviewing the Draft 2022 Comprehensive Plan Update, staff has determined that the proposed plan meets the purpose, intent, and regulations for a Master Plan as set forth in C.R.S. 31-26-206, Carbondale's Home Rule Charter, and the Unified Development Code and recommends that the following motion be approved:

#### Move to recommend to the Board of Trustees approval of the 2022 Comprehensive Plan Update with the following findings:

1. The 2022 Comprehensive Plan Update complies with C.R.S. 31-26-206, Master plan.

2. The 2022 Comprehensive Plan Update meets the responsibilities of the Board of Trustees as set forth in the Home Rule Charter Section 1-3. - Master Plan

3. The 2022 Comprehensive Plan Update complies with the Unified Development Code.

4. The 2022 Comprehensive Plan Update was developed through a public process which involved a series of public outreach events, vision meetings, community meetings, interviews, focus groups, and surveys.

5. The 2022 Comprehensive Plan Update contains a vision statement and goals that reflect the broad-based values of the community.

6. The 2022 Comprehensive Plan Update provides a guide for development within the community in a manner that strives to achieve the community's desired vison.

Jared noted that considering the recent steering committee conversations regarding a full rewrite of the Comprehensive Plan, a second motion is recommended for approval:

# Move to recommend to the Board of Trustees that a Comprehensive Plan rewrite be undertaken by \_\_\_\_\_ with the following findings:

1. The 2013 Comprehensive Plan has been adopted for over 10 years.

2. The 2022 Comprehensive Plan Update focused on key areas and did not address all areas.

3. The pace of development and change in Carbondale since 2013 warrants a review of the remaining sections of the 2013 Comprehensive Plan which were not addressed by this 2022 Update.

4. The public input received throughout the 2022 Comprehensive Plan Update process highlights the public desire to set forth a vision for other areas of the Comprehensive Plan which were not addressed in the 2022 Update.
5. A Comprehensive Plan which includes elements from 2013 would be

detrimental to the Town achieving its vision if not completed prior to \_\_\_\_\_.

Nora commented that she felt like this document was a community-driven plan and noted that it had been a pleasure to work with the community. She noted that it is smart to add in the checkpoints to address concerns that have been raised through the process.

Jay added that the community pushed hard to make the document specific to Carbondale.

Jarrett noted that Appendix section 7.4 had been written by Fehr and Peers and wondered if they needed to weigh in on any changes.

Nora replied that they are a subconsultant and as such Cushing Terrell has authority over everything embodied in the update and they are comfortable in softening the language of that section.

Jared added that he had discussed that section with the Public Works Director, and he shared similar sentiments regarding softening the language, especially after the recent work completed on 8<sup>th</sup> Street.

Jay requested that if that section is revised in the update, that those revisions are applied to all versions.

Nora explained that because it was submitted as a memo to Public Works, Cushing Terrell is willing to update the memo.

Jay asked for and noted that there was no public comment regarding the Comprehensive Plan Update.

#### Motion to close the public hearing

Jeff made a motion to close the comment portion of the public hearing. Jarrett seconded the motion, and it was approved unanimously.

#### **Commissioner Discussion**

Jarrett noted that at the last meeting he attended, there was a discussion regarding interaction with the Board of Trustees to obtain their perspective prior to approving the update.

Jay explained that members of the Commission have been pressed to wrap the process up and provide a recommendation.

Jarrett wondered if they needed to recommend a date for the Comprehensive Plan rewrite tonight or whether they should wait until the absent members of the Commission have had a chance to weigh in.

Jared explained that it is up to the Commission, and they can postpone that recommendation if they choose.

Jay added that a timeline for the rewrite was discussed at the September 8<sup>th</sup> meeting, and all agreed to initiate a rewrite with a targeted completion by 2025.

Nora commented that it was good practice to revisit the plan on an annual basis and on year three audit the plan to consider a full rewrite.

Jay suggested approaching the Board of Trustees to consider funding in 2024 for the rewrite.

Kim confirmed that in the September 8<sup>th</sup> minutes, both Marina and Nicholas voiced support for a rewrite targeted for 2025.

Jared advised that a full comprehensive plan rewrite can take a long time to complete and if it is planned to begin in 2025, expect adoption of the document by late 2026.

Jay noted that item #5 of the motion locks in a date and suggested changing the language to initiate a rewrite by 2025 without an end date listed.

Kim and Jess were both in agreement to begin a rewrite by 2025.

Nora pointed out that updating the land use code will take time – at least one year – and it is prudent to see how those changes affect development patterns before embarking on a new plan.

Jess asked for the history of the update versus a rewrite.

Jeff noted that pieces have been discussed and those began under the former Planning Director, but the 2013 Comprehensive Plan is only six years old.

Jared suggested looking at certain parts of the plan and determining what might fall under the purview of the Commission and prioritize within or group projects but pointed out that a consultant may still need to be involved. He suggested it as a goal for an upcoming meeting and issue an RFP in the first quarter of 2023.

Nora noted that one of the key focus areas was the lack of investment in the downtown and how parking requirements might be a reason for inhibiting development. She suggested updating that code requirement first and audit how it affects business growth in that area.

Jay thought it made sense to update the UDC until a new Comprehensive Plan is written and then undertake a full rewrite of the UDC. Jay asked if 2025 is too soon for a plan rewrite.

Nora thought that a full rewrite in 2025 might be too early, but if a review of certain elements is proposed with robust public outreach it might have a more fiscally responsible appeal to the BOT.

Kim pointed out that some topics were overlooked that the community spoke up about and those should be updated.

Jarrett suggested updating those topics, but to keep it fluid so other items might be included.

Jess suggested undertaking an audit of the plan in 2025 and include public outreach and if the BOT sees the public wants a full re-write it might change the conversation.

Jared commented that if the Commission recommends approval of the Comprehensive Plan Update to the BOT it will need to be publicly noticed with the Board of Trustees meeting scheduled for either November 1<sup>st</sup> or the 8<sup>th</sup> which would allow the Commission another meeting (October 27<sup>th</sup>) to continue the discussion on the rewrite if they so choose.

Jeff asked if a formal recommendation on the timing of the rewrite would have any impact on the BOT.

Jared thought it might in the sense that the Commission is demonstrating to the elected officials that good work was done, but there are still some topics left that need work. He pointed out that an overly aggressive timeline might be off-putting and suggesting an audit might work well to promote a comprehensive review in the 2024 or 2025.

Jeff suggested beginning the re-write in 2026 because that would align with the short-term goals listed in the update and there would be items from the matrix to consider.

Jay asked if there was a motion to recommend a Comprehensive Plan re-write undertaken by 2026 with the five findings as listed in the staff memo with a completion date listed under item number five as 2027.

Nora cautioned against setting a specific date for completion because things can happen that affect the timeline.

Jeff suggested striking item number five, and all agreed.

*Motion Passed*: Jeff *moved* to recommend to the Board of Trustees approval of the 2022 Comprehensive Plan Update with the following findings:

1. The 2022 Comprehensive Plan Update complies with C.R.S. 31-26-206, Master plan.

 The 2022 Comprehensive Plan Update meets the responsibilities of the Board of Trustees as set forth in the Home Rule Charter Section 1-3. - Master Plan
 The 2022 Comprehensive Plan Update complies with the Unified Development Code.

4. The 2022 Comprehensive Plan Update was developed through a public process which involved a series of public outreach events, vision meetings, community meetings, interviews, focus groups, and surveys.

5. The 2022 Comprehensive Plan Update contains a vision statement and goals that reflect the broad-based values of the community.

6. The 2022 Comprehensive Plan Update provides a guide for development within the community in a manner that strives to achieve the community's desired vison.

#### Jarett seconded the motion, and it was unanimously approved.

Yes: Jay, Jeff, Jerrett, Kim, Jess No: none

*Motion Passed*: Jeff *moved* to recommend to the Board of Trustees that a Comprehensive Plan rewrite be undertaken by \_\_\_\_\_ with the following findings:

1. The 2013 Comprehensive Plan has been adopted for over 10 years.

2. The 2022 Comprehensive Plan Update focused on key areas and did not address all areas.

3. The pace of development and change in Carbondale since 2013 warrants a review of the remaining sections of the 2013 Comprehensive Plan which were not addressed by this 2022 Update.

4. The public input received throughout the 2022 Comprehensive Plan Update process highlights the public desire to set forth a vision for other areas of the Comprehensive Plan which were not addressed in the 2022 Update.

#### Jarett seconded the motion, and it was unanimously approved.

Yes: Jay, Jeff, Jerrett, Kim, Jess

Jared noted that the Comprehensive Plan Update will be on the Board of Trustees agenda on either November 1<sup>st</sup> or November 8<sup>th</sup>. He will verify the date and encouraged the commission members to attend.

#### **Commissioner Comments**

There were no Commissioner comments.

#### Motion to Adjourn

A motion was made by Jeff to adjourn, Jarrett seconded the motion, and the meeting was adjourned at 9:02 p.m.



### Town OF CARBONDALE 511 Colorado Avenue Carbondale, CO 81623

### Memorandum

то:	Planning and Zoning Commission
FROM:	Kae McDonald, Planning Technician
DATE:	October 20, 2022
RE:	Planning & Zoning Commission 2023 Meeting Calendar
ATTACHMENTS:	2023 Draft Meeting Calendar

### **Background**

The Planning and Zoning Commission traditionally meets on the second and fourth Thursday of every month and the 2023 Calendar reflects this cadence. The goal in presenting this calendar for consideration is to preemptively cancel meetings when anticipated member attendance will not achieve a quorum; for example, December 28<sup>th</sup> falls during the Roaring Fork School District holiday break.

A second consideration is how best to streamline meeting notification to ensure timely responses and increase attendance. For example, would an Outlook invitation that automatically uploads to your calendar be welcomed? Are there other strategies for notification that might work well?

## **PLANNING & ZONING COMMISSION**

## January-June 2023 CALENDAR

Meeting Date	Completed Application Submitted*	Notice Posting & Mailing Deadline	Public Notice Published	Public Hearing Notice to Sopris Sun	Affidavit and Mail List to Planning Department
January 12	12/5/22	12/28/22	12/22/22	12/16/22	12/4/22
January 26	12/19/22	1/11/23	1/5/23	12/30/23	1/18/23
February 9	1/3/23	1/25/23	1/19/23	1/13/23	2/1/23
February 23	1/17/23	2/8/23	2/2/23	1/27/23	2/15/23
March 9	1/30/23	2/22/23	2/16/23	2/10/23	3/1/23
March 23	2/13/23	3/8/23	3/2/23	2/24/23	3/15/23
April 13	3/6/23	3/29/23	3/23/23	3/17/23	4/5/23
April 27	3/20/23	4/12/23	4/6/23	3/31/23	4/19/23
May 11	4/3/23	4/26/23	4/20/23	4/14/23	5/3/23
May 25	4/17/23	5/10/23	5/4/23	4/28/23	5/17/23
June 8	5/1/23	5/24/23	5/18/23	5/12/23	5/31/23
June 22	5/15/23	6/7/23	6/1/23	5/26/23	6/14/23

\* Does not guarantee Public Hearing date, due to busy agendas.

## **PLANNING & ZONING COMMISSION**

## July-December 2023 CALENDAR

Meeting Date	Completed Application Submitted*	Notice Posting & Mailing Deadline	Public Notice Published	Public Hearing Notice to Sopris Sun	Affidavit and Mail List to Planning Department
July 13	6/5/23	6/28/23	6/22/23	6/16/23	7/5/23
July 27	6/19/23	7/12/23	7/6/23	6/30/23	7/19/23
August 10	7/3/23	7/26/23	7/20/23	7/14/23	8/2/23
August 24	7/17/23	8/9/23	8/3/23	7/28/23	8/16/23
September 14	8/7/23	8/30/23	8/24/23	8/18/23	9/6/23
September 28	8/21/23	9/13/23	9/7/23	9/1/23	9/20/23
October 12	9/5/23	9/27/23	9/21/23	9/15/23	10/4/23
October 26	9/18/23	10/11/23	10/5/23	9/29/23	10/18/23
November 9	10/2/23	10/25/23	10/19/23	10/13/23	11/1/23
December 14	11/6/23	11/22/23	11/16/23	11/9/23	11/29/23
December 28 (Holiday Break)	11/20/23	12/13/23	12/7/23	12/1/23	12/20/23

\* Does not guarantee Public Hearing date, due to busy agendas.



Town OF CARBONDALE 511 COLORADO AVENUE CARBONDALE, CO 81623

## Planning and Zoning Commission Agenda Memorandum

Meeting Date: 10-27-22

### TITLE: RFSD Meadowood Employee Housing Courtesy Review

SUBMITTING DEPARTMENT: Planning Department

ATTACHMENTS: RFSD Employee Housing Project Submittal

#### BACKGROUND

The Roaring Fork School District (RFSD) Meadowood Employee Housing project is located at the corner of Meadowood Drive and the Roaring Fork High School (RFHS) access drive. Villas de Santa Lucia and Carbondale South are adjacent to the north, with the Town's gravel recreation parking lot to the east.

On September 16, 2022, Town Staff met with Bob Schultz, RFSD staff and JV DeSousa Architecture to discuss the housing project, including the project goals of having housing in place for the 2024-2025 school year and the school district's State approval and inspection process. The project team highlighted the success of the 3<sup>rd</sup> Street project and expressed a desire to have a cooperative relationship with the Town.

Given, the project goal of completed housing units prior to the 2024-2025 school year, the project team and staff determined that following a standard Site Plan review process would not allow the project to remain on track. As such, a courtesy review before the Board of Trustees (October 25) and the Planning and Zoning Commission (October 27) was recommended to allow for the meaningful feedback while the project is still in the Schematic Design phase.

The project team interviewed existing 3<sup>rd</sup> Street residents and surveyed RFSD employees to help guide design decisions. In addition, the Carbondale & Rural Fire Protection District was consulted.

#### DISCUSSION

The project was designed to generally conform to the Residential High-Density (R/HD) zone district which exists across the street. Sine the project is not required to comply

with the UDC, the following discussion highlights areas of conformance or deviation from the R/HD district for a reference point.

The project proposes two-story buildings fronting Meadowood Dr and the High school access drive, with a three-story building set back and internal to the site. All of the buildings comply with the 35-foot height limitation.

The project proposes building siting which have 20-foot front, 10-foot side, and 5-foot rear setbacks which all meet or exceed the 5-foot minimum.

The project proposed 50 units with a mix of studio, one-bedroom, two-bedroom, and three-bedroom units. The unit mix requires 93 parking spaces which are provided via a mix of uncovered surface parking and "tuck under" parking. The applicant has identified the eastern row as parking as a location for future carports.

The landscape plan demonstrates that the project has less than 40% impervious site coverage when the practice fields on the southern portion of the property are included. These fields are shown to the south of Building C and the internal landscaped area and are necessary for RFHS. The landscape plan demonstrates compliance with the street trees requirements and parking lot landscaping requirements.

The site plan demonstrates pedestrian circulation via paths and sidewalks along both Meadowood Dr and the High school access road as well as internal which connect buildings and parking lots.

The buildings will be designed to meet the 2021 International Energy Conservation Code (IECC), which exceeds the Town's requirements. The project is designed to capture passive solar and includes areas of flat roofs for future electric building needs. The team is exploring additional sustainability measures including beneficial electrification, all-electric units, EV charging.

The buildings use varying plans, fenestration, and roof line and form modulation to create architecturally interesting buildings. The design proposes a mix of stucco, shiplap, and board and batten siding. The material sample indicates four different colors that appear to be earth tone and steer clear of light and/or bright colors. Between the building design, materials, and colors, the project proposes a high degree of architectural design that avoids large or monotonous facades.

#### RECOMMENDATION

Overall, Staff believes the project largely meets the intent and design standards of the R/HD zone district, is compatible with the surrounding area and development in form and mass, and proposes a quality architectural design. The project is not under the purview of the Town for approval or permitting, therefore Staff recommends that the Planning and Zoning Commission review the plans and provide feedback to the project team on areas of interest and recommendations for modifications that could improve or

enhance the overall design and site layout. The project team can then work to incorporate the recommendations into the final design.

Some areas which may warrant discussion including:

- Energy efficiency
- Site layout (e.g. parking and circulation; building orientation; private and public outdoor spaces, etc.)
- Building design
- Material and color palette
- Building and site lighting

Prepared By: Jared Barnes, Planning Director

### **RFSD Employee Housing Project** Meadowood Housing Review



Submitted to: Town of Carbondale 511 Colorado Ave. Carbondale, CO 86123

Prepared for: Roaring Fork School District RE-1 1405 Grand Ave. Glenwood Springs, CO 81601

Prepared by:

Robert Schultz Consulting •354 Fawn Dr. Carbondale, CO 81623 • 970-963-3670 JV DeSousa Architecture • 1910 7<sup>th</sup> St. 3<sup>rd</sup> Floor Boulder, CO 80302 • 720-301-0500 Norris Design • 409 Main St. #207 Frisco, CO 80443 • 970-368-7068 Sopris Engineering • 502 Main St. Carbondale, CO 81623 • 970-704-0311

## Background

The Roaring Fork School District is continuing to create an environment in which our students and staff can thrive. As highlighted in the District's strategic plan, an important way to achieve this is by investing in talent to develop, retain, and attract great teachers, leaders and staff in all departments.

As with other employers, the District also faces employment challenges related to a lack of affordable housing in the communities that it serves. In 2015, voters approved \$15M in bonds to build or purchase District employee housing. That resulted in acquisition of 66 units in Glenwood Springs, Basalt, and Carbondale.

The dramatic changes in the housing market since 2015 have led the District to identify the need for additional housing to staff our schools and departments. The existing housing units have been very helpful in supporting our staff and ongoing requests for access to rental units and the success of our current housing inventory have led the District to pursue additional rental housing on District-owned property. The District's goal is to have housing ready for employees for the 2024-25 school year.

The District reviewed all the properties in its inventory in search of additional opportunities. Two properties in Carbondale, next to the recently built 3<sup>rd</sup> St. District housing and a property along Meadowood at the access drive to Roaring Fork High School made the most sense. The Meadowood property was selected as it did not require impacting existing community recreation facilities and had good access to SH 133 at the signalized intersection. The surrounding area is home to multi-family housing, the fire station, schools, and recreation facilities.

The District hired most of the same team that designed the successful 3<sup>rd</sup> St. housing project: architect JV DeSousa, planner Bob Schultz and landscape architect Norris Design. Sopris Engineering will provide engineering services. The design process began with interviews with existing residents at 3<sup>rd</sup> St. and expanded to include a survey of staff housing needs that included responses from more than 400 District employees.

The housing would be designed, owned, and operated by the Roaring Fork School District for its employees in accordance with existing rental housing guidelines adopted by the District.

While the State will review, approve, and inspect the project, the District seeks a cooperative relationship with the Town and a project that fits into the context. On October 25, the District will ask for Trustee comment and October 27 for Planning Commission comment while still in the Schematic Design phase. The housing is being designed to generally conform with the Town's land use code for the Residential High-Density zone.

After the Town comments have been considered, the project design will be finalized and submitted to the State for review.

## **Summary of Employee Housing Project**

The site is at the corner of Meadowood Dr. and the access drive to the high school. Villas de Santa Lucia and Carbondale South are to the north, a Town recreation gravel parking lot is to the east, Roaring Fork High School is to the south, and the new fire training facility is to the west. The design team met with the fire district and they do not have any concerns about housing next door.

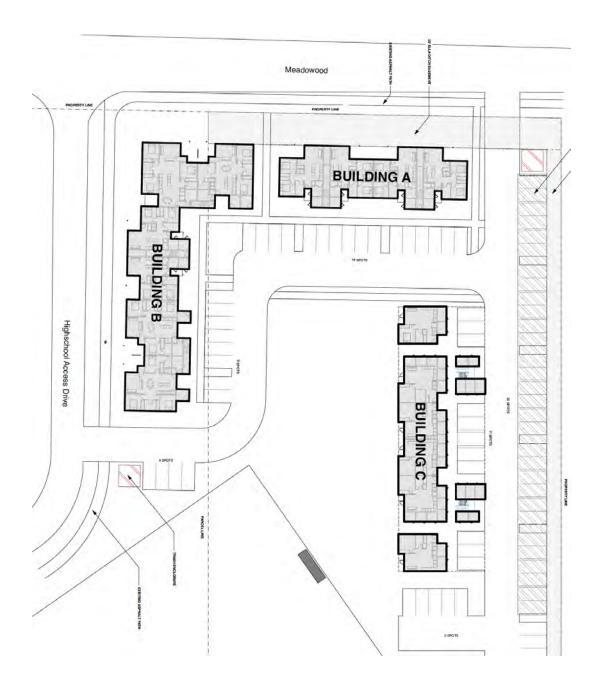


The nearby zoning is Residential High-Density (Villas De Santa Lucia and Carbondale South) and fire station. The building site is a mix of two obsolete zone districts- Business Park and Community Arts, remnants of the former North Face headquarters plan. The existing zoning is not considered during State review but was for planning purposes.



In selecting building locations, the frontages to Meadowood Dr. and the access drive were primary considerations in the initial siting. The intention is to create a strong relationship between buildings and streets, similar to the 3rd St. housing. The "front doors" and outdoor areas by entries at 3rd St have been popular with the residents and it has enlivened that section of 3rd St.

From the start, we envisioned two-story buildings framing Meadowood Dr. and the access road with a strong relationship to that corner. Nearby, Carbondale South is threestories tall, and the Villas De Santa Lucia are two. Two two-story buildings fronting the streets felt like the right offering to the street in this location. The third building is set back and internal to the site, with three stories of homes and some "tuck under" parking at the ground level.



The active green space fronts the Building C, the taller building, to make it feel less dense and to provide direct green space access for residents. The practice fields will be proximate to the housing and during most of the time when the fields are not in use, the green space will seem quite generous.

There are 50 units proposed. The mix of units was made based on information from a District employee needs survey. All together there are 8 studios, 10 one-bedrooms, 16 two-bedroom, and 16 three-bedroom units. 30 of the 50 units are planned in Building C in the drawing above.

	Number
Studio	8
One Bedroom	10
Two Bedroom	16
Three Bedroom	16

The Meadowood site has a signalized intersection at SH 133, access to nearby recreation facilities, good views in all directions and good bike/pedestrian access to District work sites.

The site is relatively flat with the Ella Ditch running along the eastern boundary of the property. There are some trees along the access road, but the site is mostly covered with ground vegetation. The site includes an asphalt trail that connects to the recreation facilities to the east and the high school to the south. The Town property in the area includes a strip of vegetation, then asphalt trail and then some street trees. The District proposes a similar streetscape.

To the south of the site are two RFSD practice fields, used for football, lacrosse, soccer, ultimate frisbee, etc. Maintaining use of those practice fields is important to high school operations.

A final site planning consideration was setting up the site for potential future phases. Someday the district may need to add to the project site so we wanted a site plan that would allow that potential future.

At this time, the study of water, wastewater and drainage are still works in process. As soon as they are ready, Sopris Engineering will meet with Town Public Works staff to review and comment on the planned infrastructure. In addition, traffic counts are being prepared for submission to CDOT for normal review of access control at the intersection of Meadowood and SH 133. That study will determine whether the current access permit will need to be updated.

Once plans are finalized, the District and Town will seek to agree on a Development Improvement Agreement to address all public improvements required for the project. The Agreement will be subject to approval by the Trustees.

## **Plan Highlights**

When working on a site plan, one comes across the central features that define the project opportunities and constraints.

#### Location, Location, Location

It would be hard to overstate the value of location in creating affordability. The proximity of this site to work, play, and culture makes it possible for walk, bike, and transit access to most of the amenities in Carbondale and the valley as a whole. The site makes it possible for couples to reduce transportation costs to a single vehicle without limiting the options for either.

The location is convenient to local schools, the library, downtown, multiple recreation facilities, the Rio Grande bike trail, biking on the Crown, and shopping.

#### Sustainability

Housing near town centers and places of employment are a great start to sustainability efforts. School District buildings are all subject to building inspections by the State of Colorado and these buildings will be subject to the 2021 International Energy Conservation Code, the Town is currently using the 2015 Code but considering adopting the 2021 in the future.

The 2021 IECC requires more insulation, additional controls to reduce energy consumption, and additional requirements to follow through on energy savings. The federal government estimates that a building will be 10% more efficient if built to this code rather than the 2015 IECC. Good design will employ passive solar and tight building envelopes as was used on  $3^{rd}$  St.

In addition, the Design team is working with its engineer team to explore Beneficial Electrification, employing an all-electric site in anticipation of gains in renewables in the available electric mix. EV charging is also part of the engineering study. The result of that study of using electric heat pump technology for heating, ventilation, and cooling will not be available on October 25. The roof profile will employ areas of flat roof to accommodate the equipment needed for an all-electric project.

## **Zone Compliance**

The land proposed for development had previously been envisioned for an arts campus and a business park. The proposed use is consistent with adjacent multi-family housing to the north.

The site was developed using the Town's RHD zone district as a template. The Table below displays UDC compliance:

	Code Requirement	Provided
Min. Lot Area T. 3.2-9	3,000 sf	Part of larger parcels that include 2.7 acre former arts campus and high school
Setbacks T. 3.2-9	5'	20' front, 10' side, 5' rear
Height T. 3.2-9	35' max.	All buildings < 35'
Impervious/Landscape T. 3.7-2	40%	< 40% including fields to the south
Use T. 4.2-1	MFH Permitted Use	Permitted Use
Off-Street Parking T. 5.8-1	93 spaces	93 spaces
Street planting 5.4.3.B	5' with trees and irrigation	Consistent with Town land to the east
Parking Island Landscape 5.4.3.C	75 sf	Yes, parking along eastern boundary designed to allow for carports when budget allows
Pedestrian Circ.	5' sidewalks	Yes, existing trails to east and south
Screening	6' Waste & recycling	Yes, Exhibit D
Mix of Types 5.6.3.B	Variety	Yes, mix of Studio, 1, 2, 3 bdrm
Underground Utilities <b>5.6.3.</b> E	Required	Yes
Energy/Orientation 5.6.3.F	Energy efficient design Honors views	Meets 2021 IECC building standard, 360 degree views
Supplemental Standards	Private outdoor spaces	Yes
5.6.5 MFH	Vary Setbacks/Heights	Yes
	Residential Character Varied Roof Form	Yes Yes
	Varied Buildings	Yes
	Orientation to views	Yes
	Circulation/Parking	Yes
	Bulk Storage	Yes
Design Off-Street Parking	Dimensional Requirements	Yes
5.8.6	Access to Public ROW	Yes

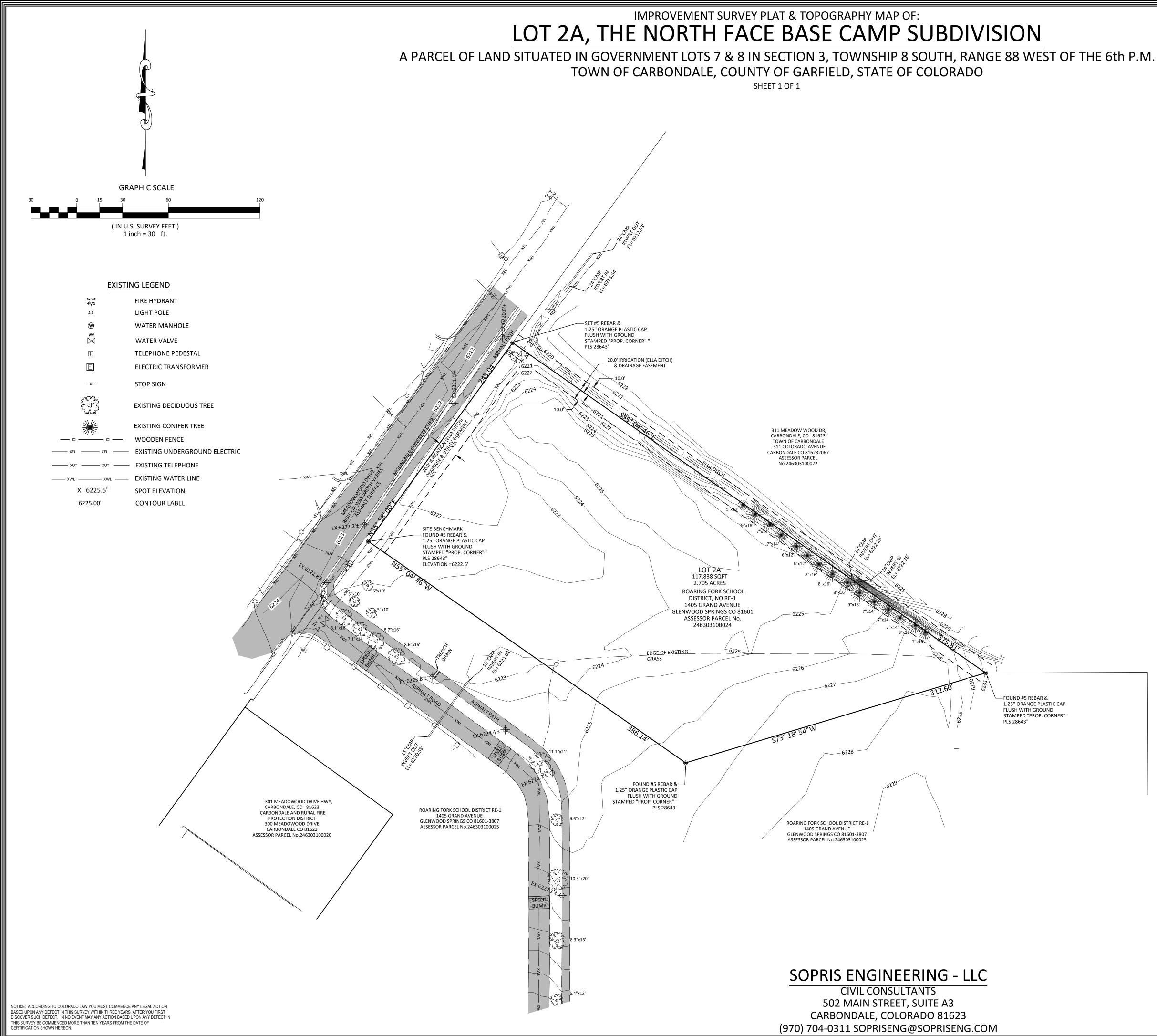
## Major Site Plan Review

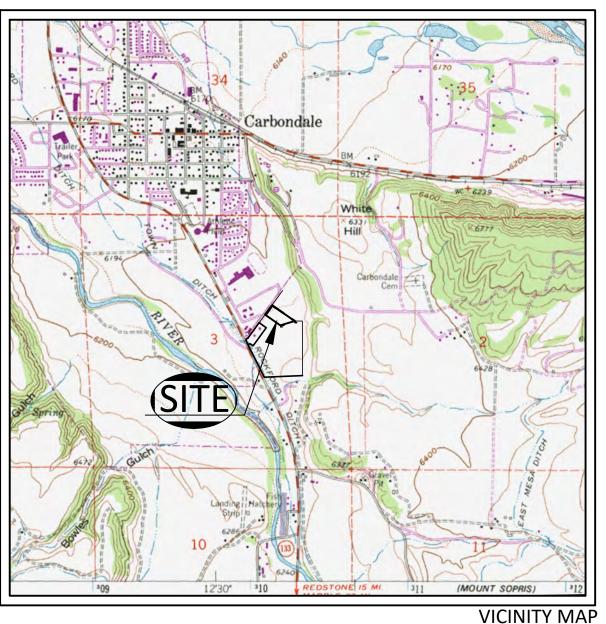
Site planning was done using the UDC as a template. Providing frontage to Meadowood
Dr., varying rooflines and facades, and framing parking are all based on UDC direction.

	Code Requirement	Provided	
Site Plan	Topography	See provides existing	
2.5.3.F.a	Adjoining properties	conditions survey and site	
	Proposed buildings	plan. Submittals are all	
	Existing buildings	conceptual at this time.	
	Parking areas, drives,	Subject to change based on	
	sidewalks	comments before submittal	
	Landscaping, fences	to the State.	
	Streets, alleys, trails	Landscape, see Exhibit C	
	Solid waste		
	Snow storage Utilities & easements		
Site Plan	Site Plan	See Exhibit B	
2.5.3.F.b		See Exhibit D	
Site Plan	Conceptual building	See Exhibit D	
2.5.3.F.c	elevations*		
Site Plan	Sample material board	See Exhibit D	
2.5.3.F.d	1		
Site Plan	Dimensioned floor plans	See Exhibit D	
2.5.3.F.e			
Site Plan	Final grading plan	Work in process	
2.5.3.F.f			
Site Plan	Irrigation Plan	Irrigation will tie into	
2.5.3.F.g		existing District HS	
		irrigation system	

#### EXHIBIT LIST

Exhibit A Existing Conditions ISP Exhibit B Site Plan Exhibit C Landscape Plan Concept Exhibit D Architectural Concept, Floor Plans & Materials





SCALE: 1" = 2000'

TITLE PROPERTY DESCRIPTION

Lot 2A The North Face Base Camp Subdivision Exemption Plat according to the Final Plat recorded March 16, 2001, at Reception No. 577652

County of Garfield State of Colorado

#### SURVEY NOTES

1) Date of Survey: September 14, 2022 and October 3, 2022.

- 2) Date of Preparation: October 05, 2022.
- 3) Basis of Bearing: A bearing of S 00°03'00" W from the steel bar in concretelocated at the intersection of 8th & Main Streets and the steel bar located insidea valve box at the intersection of 8th and Euclid Avenue.
- 4) Basis of Survey: The North Face Base Camp Subdivision Exemption Plat, recorded March 16, 2001 as Reception #577652 of the Garfield County Records and the found survey monuments as shown.
- 5) This survey does not constitute a title search by Sopris Engineering, LLC (SE) to determine ownership or easements of record. For all information regarding easements, rights of way and/or title of record, SE relied upon the above said The North Face Base Camp Subdivision Exemption Plat and the Title Commitment and the Title Commitment prepared by Land Title Guarantee Company, Order No. ABS63019152 with an effective date of September 02, 2022.
- 6) The linear unit used in the preparation of this plat is the U.S. survey foot as defined by the United States Department of Commerce, National Institute of Standards and Technology.
- 7) Basis of Elevation: Project based on Global Position System (GPS) observation from the Continuous Operating Reference Station (CORS) SE01utilizing the Continental United States 2012 Geoid Model (GEOID 12B Conus)and based the 1988 North American Vertical Datum (NAVD88), this established a site benchmark elevation of 6622.50' Northwest corner of Lot 2A, as shown.
- 8) Contour interval: One foot (1.0').
- 9) This lot benefits from Plat note 4 of The North Face Base Camp Subdivision Exemption Plat Reception No. 577652 as follows; Lot 2B shall be subject to a 10 foot utility easement for gas main/service for Lot 2A, the location of which will be determined at the time of Lot 2A site plan approval, subject to the approval of the owner of Lot 2B. The owner of Lot 2B shall have the sole discretion to determine from time to time the location of said easement; provided, that the main/service and related facilities necessary to properly convey said utility in the event that the owner of Lot 2B desires to relocate said gas main/service after its initial installation.

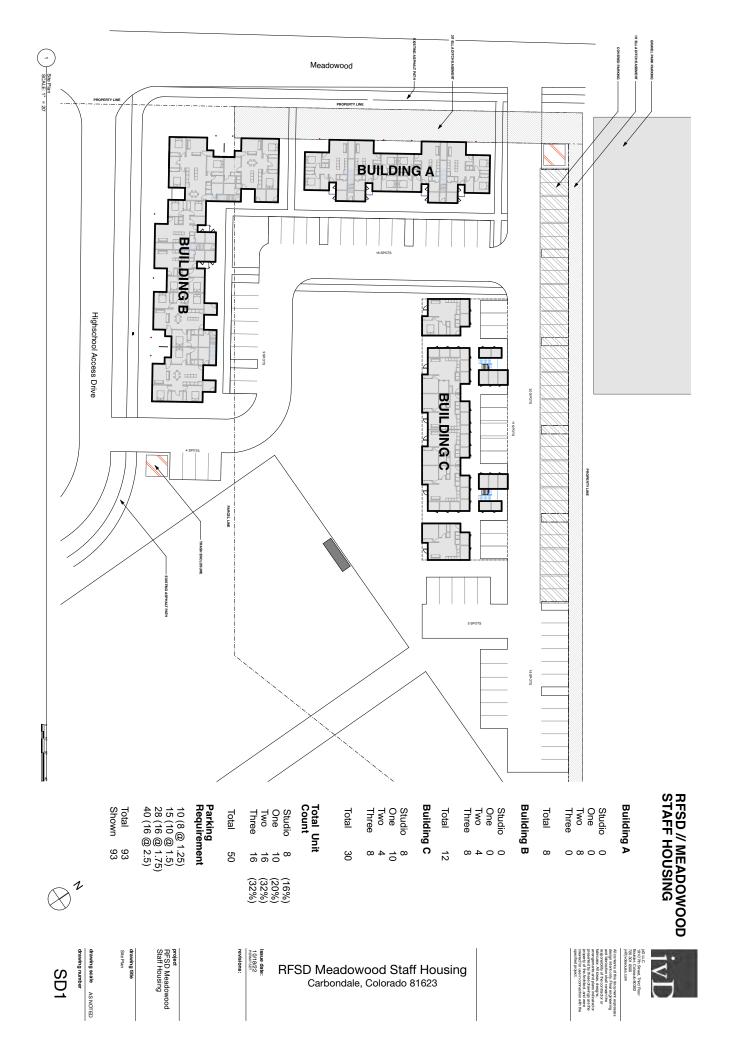
#### SURVEYOR'S CERTIFICATE

II hereby state that this Improvement Survey Plat was prepared by Sopris Engineering, LLC (SE) for

Roaring Fork School District No. RE-1 and Land Title Guarantee Company

I furthermore state that the improvements on the above described parcel on this date, September 14, 2022, except utility connections are entirely within the boundaries of the parcel except as shown, that there are no encroachments upon the described premises by improvements on any adjoining premises, except as indicated, and that there is no apparent evidence or sign of any easement crossing or burdening any part of said parcel, except as noted. I furthermore state that this property is subject to reservations, restrictions, covenants and easements of record or in place.

Mark S. Beckler L.S. #28643





## RFSD MEADOWOOD STAFF HOUSING | SCHEMATIC DESIGN

### MEADOWOOD CHARACTER:

- STREET TREES PER UDC
- NATIVE LANDSCAPE
- PEDESTRIAN CONNECTIONS

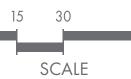
## 2 FRONT PATIO CHARACTER:

- DURABLE PATIO AREA
- PRIVACY FENCING
- PRIVACY LANDSCAPING
- 3 COMMON SPACE CHARACTER:
  - NATIVE LANDSCAPE
  - BUFFER BERM
  - NATURAL PATHWAYS
  - COMMON GATHERING SPACE
  - NATURAL PLAYGROUND

## A REAR PATIO CHARACTER:

- DURABLE PATIO AREA
- PRIVACY SCREENING AS NEEDED
- LANDSCAPING

















RFSD MEADOWOOD STAFF HOUSING | SCHEMATIC DESIGN

OCTOBER 18, 2022



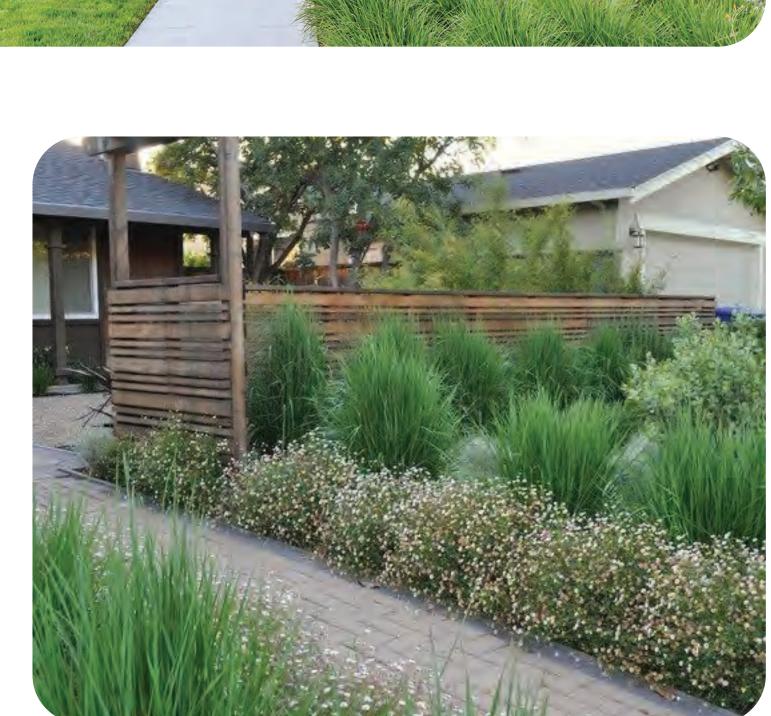


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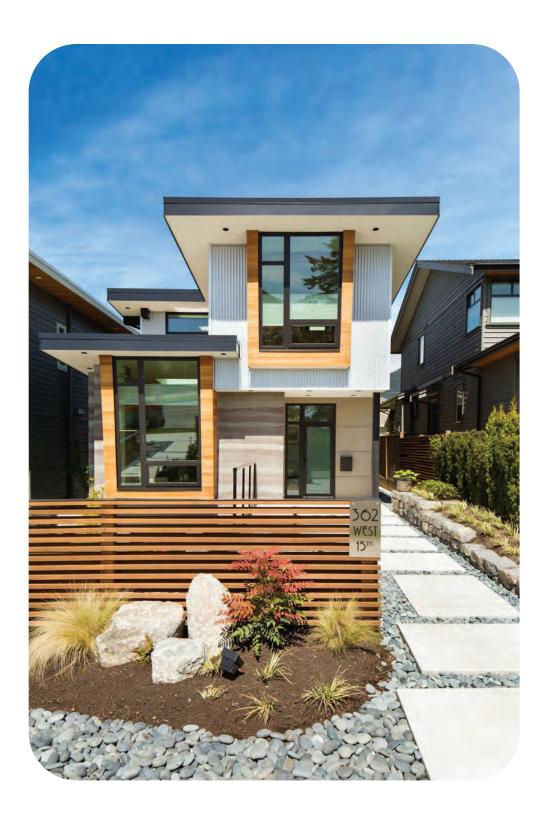
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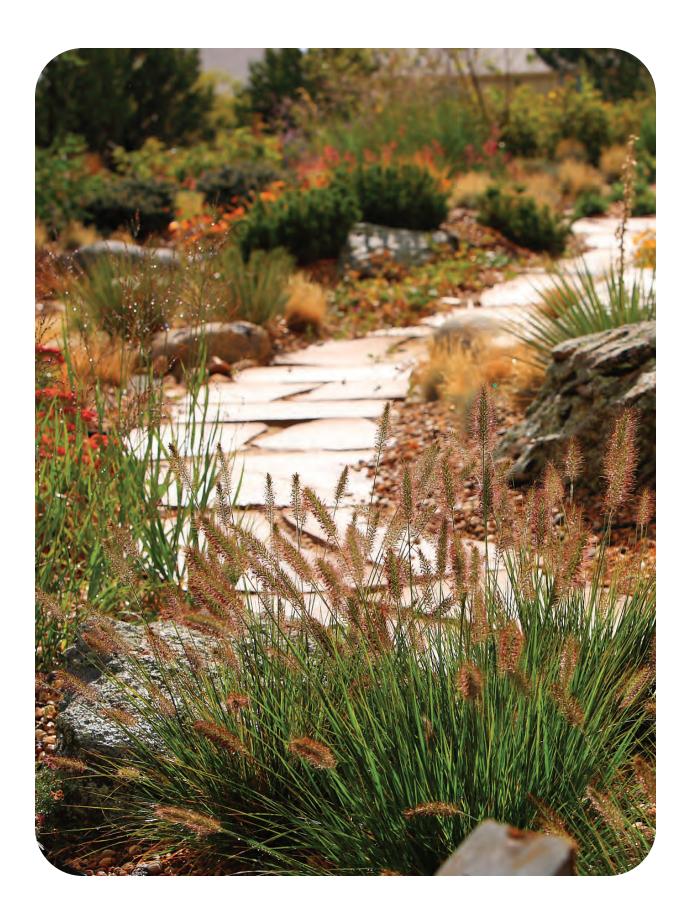












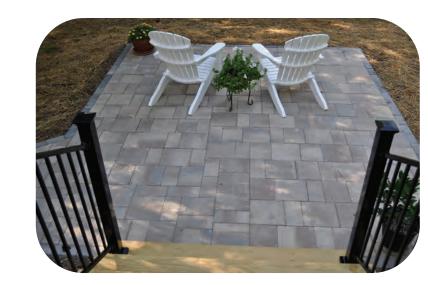






RFSD MEADOWOOD STAFF HOUSING | SCHEMATIC DESIGN

OCTOBER 18, 2022





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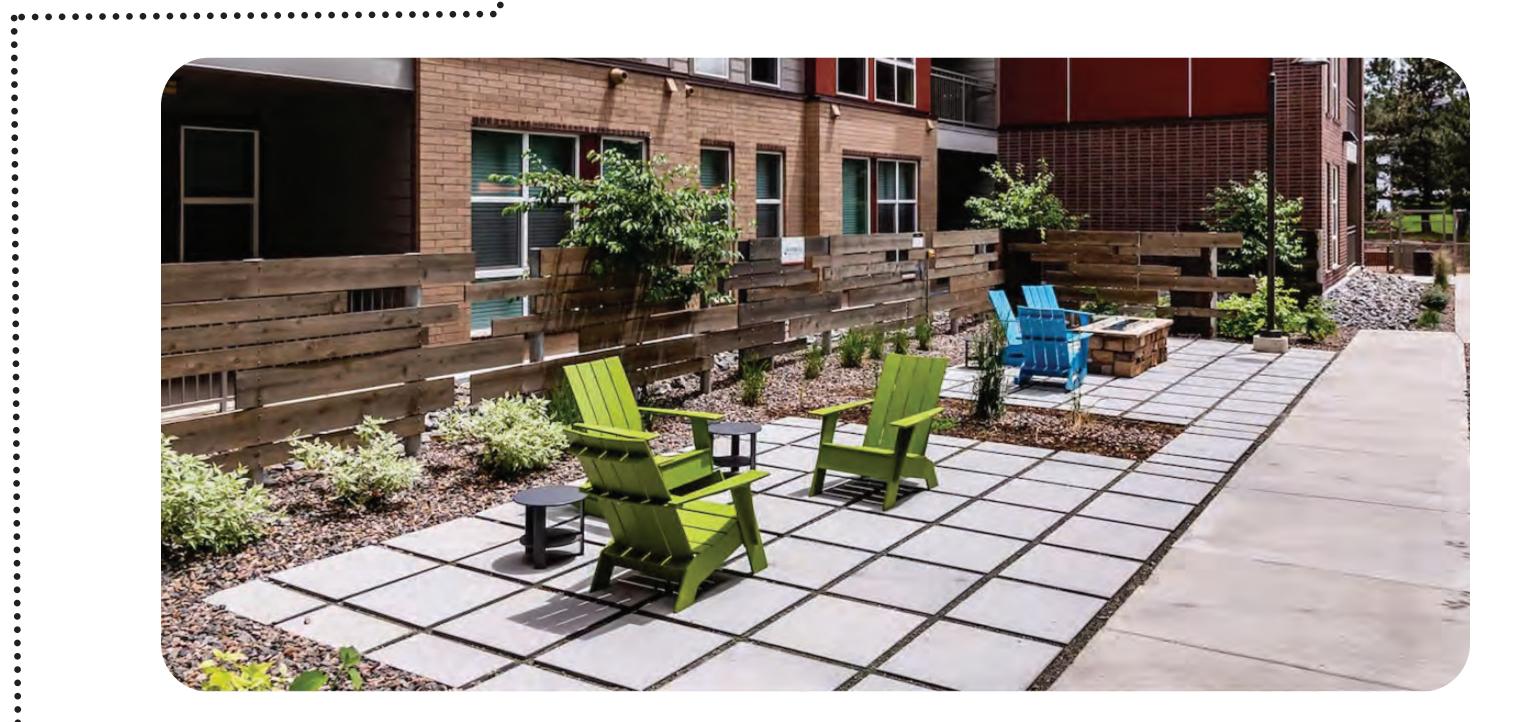
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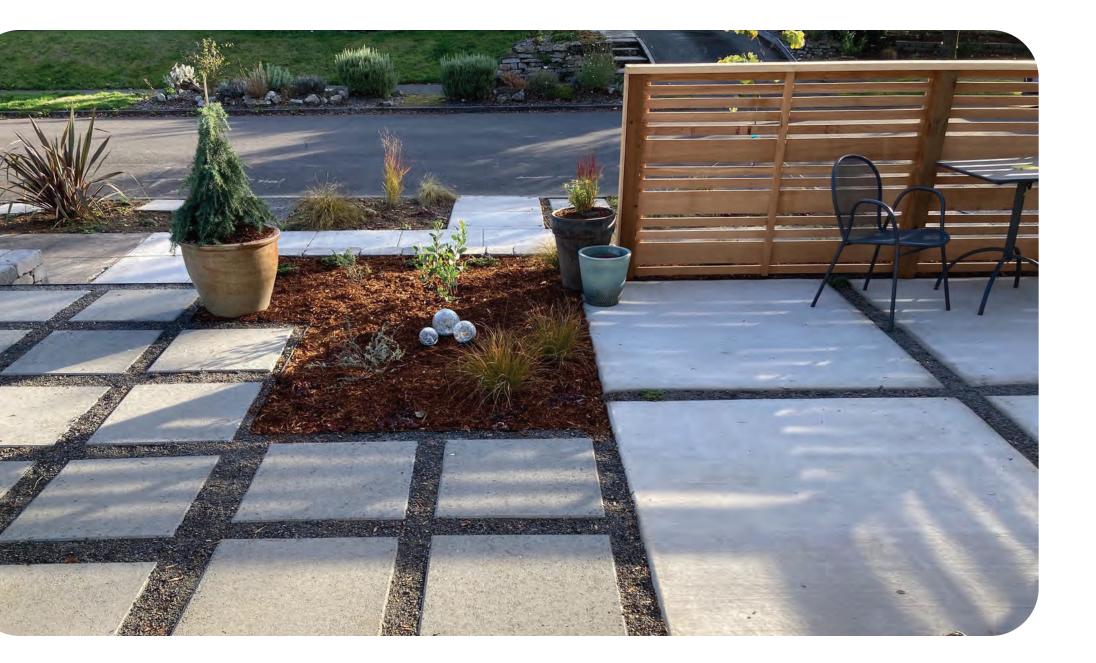
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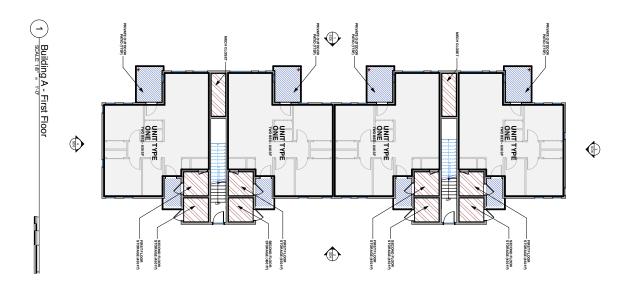
COMMON SPACE CHARACTER

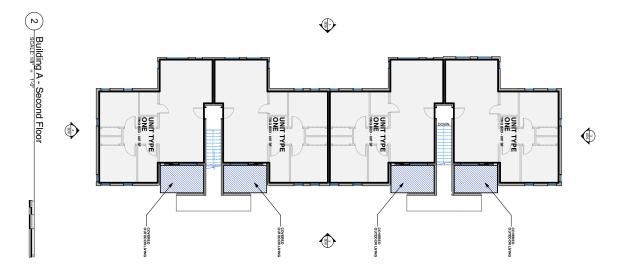












drawing title Floor Plan - Building A

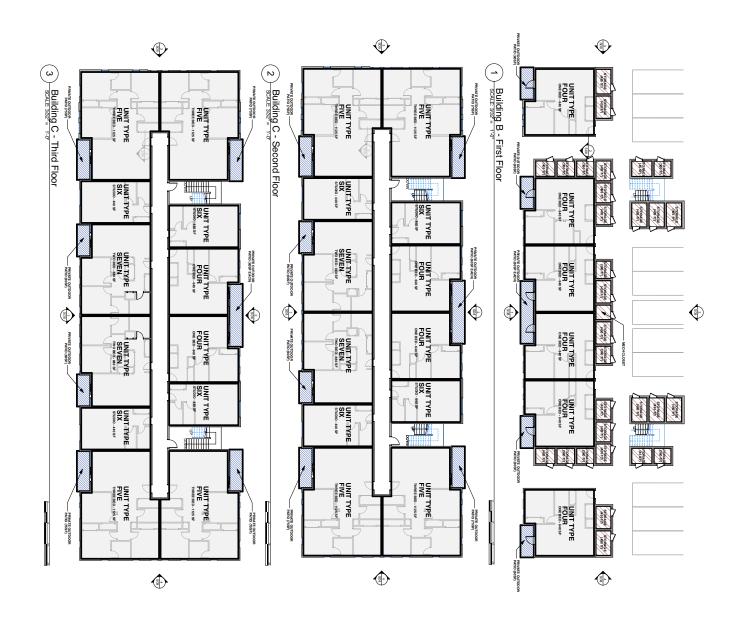
project RFSD Meadowood Staff Housing issue date: 10/18/22 PERAITSET revisions:





drawing title Floor Plan - Building B project RFSD Meadowood Staff Housing

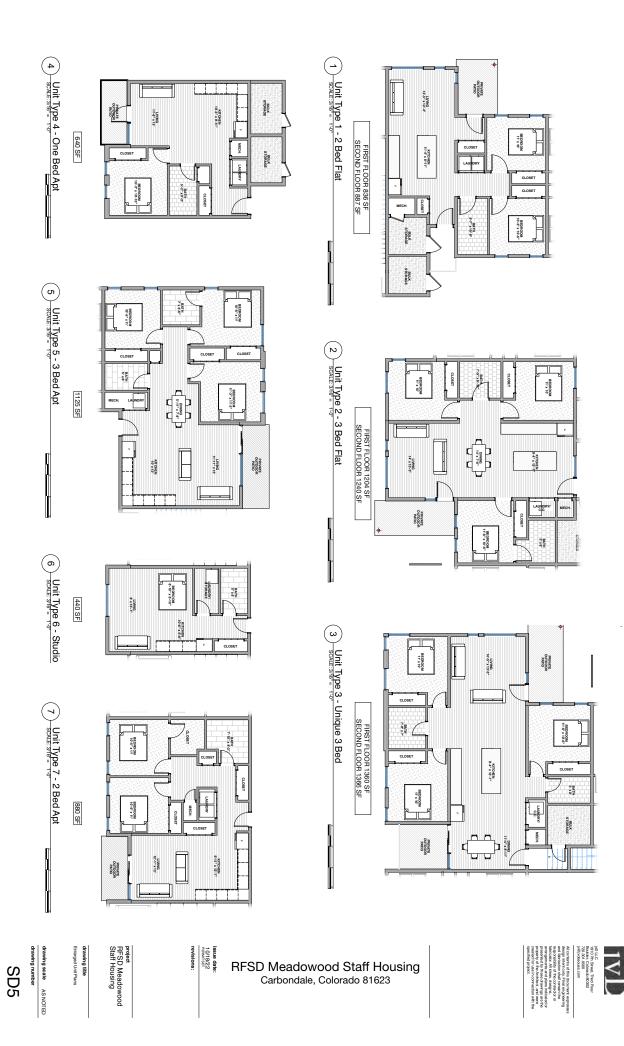




drawing title Floor Plan - Building C

project RFSD Meadowood Staff Housing

RFSD Meadowood Staff Housing Carbondale, Colorado 81623 A constraint of the second sec





## ELEVATION KEYNOTES

- Roofing 1.1. TPO xofing 1.2. asphalt shingle xofing material 1.3. metal wall cap
- Cladibilippicieling 2.1. commet fiber sicility: shipilip color 1 2.2. commet fiber sicility: shipilip color 2 2.3. commet fiber sicility; analy sicility and 2.4. stence: hard coalt since or wir rigid installator. 2 coalt primary color 2.5. furred siding transition

- Othe 4.1. 4.2. 4.5.

# ELEVATION MATERIAL SAMPLES







CEMENT FIBER SHIPLAP

STUCCO

VINYL COMPOSITE WINDOW



















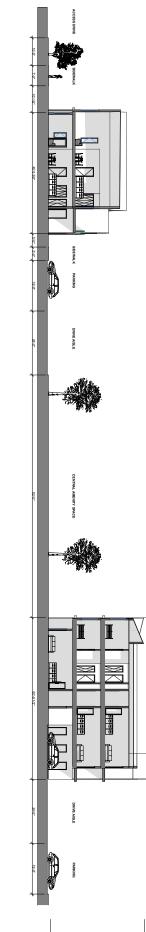




SD7







1) BLDG B/C Site Section



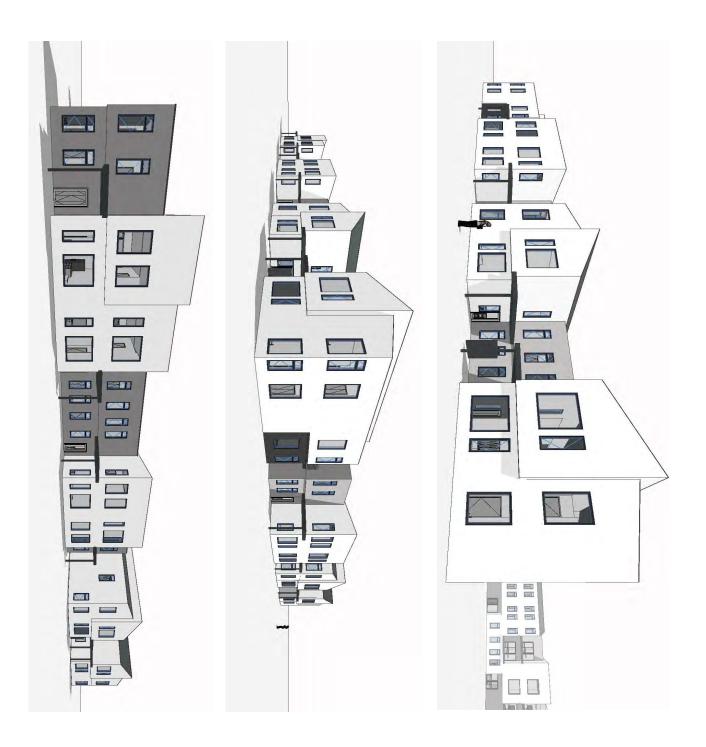
TVP

drawing scale AS NOTED drawing number SD9

drawing title Site Sections

RFSD Meadowood Staff Housing

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drawing title Perspective Views project RFSD Meadowood Staff Housing





Project RFSD Meadowood Staff Housing

