

**MINUTES**  
**CARBONDALE PLANNING AND ZONING COMMISSION**  
Thursday February 14, 2019

**Commissioners Present:**

Michael Durant, Chair  
Ken Harrington, Vice-Chair  
Jade Wimberley  
Marina Skiles  
Jay Engstrom  
Tristan Francis (2<sup>nd</sup> Alternate)

**Staff Present:**

Janet Buck, Planning Director  
John Leybourne, Planner

**Commissioners Absent:**

Nicholas DiFrank (1<sup>st</sup> Alternate)  
Nick Miscione  
Jeff Davlyn

**Other Persons Present**

The meeting was called to order at 7:01 p.m. by Michael Durant.

**January 24, 2019 Minutes:**

Jay made a motion to approve the January 24, 2019 minutes. Marina seconded the motion and they were approved unanimously with Ken abstaining.

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

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

**Continued Public Hearing – Request for Continuance Minor Site Plan Review  
159 Sopris Avenue**

Michael made a motion to continue the Public Hearing to the March 14, 2019 meeting. Ken seconded the motion and it was approved unanimously.

**PUBLIC HEARING – Zone Text Amendment – Signs**

John presented the Staff Report acknowledging that the proposed changes were at the direction of the Town Attorney and that Staff agreed with the changes.

Ken asked about the number formatting and John clarified that it was a formatting issue and that the indicated sections are the correct sections.

Michael opened the public hearing, there were no members of the public present to speak. Ken made a motion to close the public hearing. Marina seconded the motion and it passed unanimously.

Ken made a motion to recommend approval of the UDC amendments as indicated in Sections 2.5.4 C. 2 Signs and Section 5.9.3 Prohibited Signs and Section 8.3 Other Terms Defined of the Unified Development Code.

Jay seconded the motion and it was approved unanimously.

### **UDC Redlines**

Janet gave a brief background on the process that the P&Z has undertaken up to now on the proposed UDC redlines. Janet also pointed out that The Town has budgeted funds in 2019 for Clarion to clean the redlines up. This includes adding the hyperlinks, adjusting headers, fixing the table of contents and ensuring that cross references are accurate. This will most likely be done after adoption.

Janet pointed out the following sections in the UDC that have been recently redlined for changes:

- **2.4.3 D Modification to a PUD or Amendment of Approval**  
The commission commented that there needed to more guidance on what is an adverse or substantial affect on surrounding properties.  
The commission requested more clarity on the language in this section.
- **Table 3.2-7 R/MD Dimensional Standards**  
Language was added clarifying the lot area minimum requirement per dwelling unit.
- **Table 3.3-1 C/T District Dimensional Standards**  
Removing the minimum lot area required for a single-family dwelling.
- **Table 3.3-7 MU District Dimensional Standards**  
Removing the minimum lot area required for a single-family dwelling.
- **Table 3.4-1 O District Dimensional Standards**  
Add lot width, impervious and landscape requirements that are show in Table 3.7-4 summary table.
- **Section 3.7.2 Maximum Impervious Lot Coverage, Residential Districts.**  
Removed the “next higher category” Language to simplify the standards.  
There were additional comments from the Commission concerning the amount of area that a pervious paver system could be used for. Staff will include the suggestions in the redlines for Commission review.
- **Table 4.2-1 Allowed Uses**  
Changes include making a duplex a conditional use in the MU district and a permitted use in the PF district.  
Making a Multi-family dwelling a permitted use in the R/HD District and also a permitted use in the PF District.  
Making a Single family detached Dwelling a permitted use in the C/T and PF districts.

- **5.6.7 Supplemental Standards: Old Town Residential District**  
The addition of more specific Building Design Standards.
- **Table 5.8-1 Number of Off-Street Parking Spaces Required: Schedule A**  
Removed the parking requirement for a restaurant with a drive through.

There was a discussion concerning the Mobile Home Park Standards that included changes to the setback standards, drive and parking area width, the definition of a mobile home, HUD home and travel home as well as the standards for allowing RV use in a mobile home park.

### **Selection of Special Alternate Members to Board of Adjustment**

Janet presented a letter from the Chair of the Board of Adjustment requesting at least three Planning Commissioners serve as “special alternate members” to the BOA as provided for in UDC Section 2.8.4.C. It is anticipated that the BOA meeting will be on March 20, 2019.

The Commission discussed the request and suggested that once the hearing date is set, that commissioners who were not part of the previous public hearing be chosen.

### **Staff Update**

There were no staff update comments.

### **Commissioner Comments**

Members of the Commission commented on the brightness of Street lights in areas of Town.

Marina reminded the Commission to purchase their tickets for the fashion show.

### **Motion to Adjourn**

A motion was made by Ken to adjourn. Marina seconded the motion and the meeting was adjourned at 8:34 p.m.