

Pagosa Springs Planning Commission

Meeting Minutes – March 25, 2008

I. Call to Order / Roll Call

The Planning Commission meeting was called to order by Chairman Bunning. Commissioners Woodruff, Lattin, Conrad and Atkinson were present. Staff Allen and Nigg were present.

II. Announcements

III. Consent Agenda

A. Approval of the February 26, 2008 meeting minutes – Cmmr. Woodruff motioned to approve the February 26, 2008 meeting minutes. Cmmr Atkinson seconded the motion. The motion was unanimously approved.

IV. Design Review Board

V. Planning Commission

A. Blue Sky Ranch Comprehensive Plan Amendment – Staff introduced the request by the applicant, Blue Sky Ranch LLC, represented by Russell Engineering Inc., to complete a comprehensive plan amendment on the property known as Blue Sky Ranch. Staff stated the applicant would like to (1) modify the planning area boundary as defined on the Future Land Use Plan to include the entire Blue Sky Ranch property and (2) designate the remaining property (1,253 acres) as Rural Residential. Staff noted approximately 120 acres of the subject property lies within the extent of the planning area boundary as defined on the future land use map. Staff provided a brief overview in regards to the request to amend the planning area boundary. Staff stated the inclusion of this land (within the Comprehensive Plan planning area boundary) was seen as necessary to any long term planning effort, as development and service provisions within that area are inherently linked to the Town. Staff continued to explain that the applicant has proposed the planning area boundary modification to accommodate potential annexation and development of the property under Town jurisdiction. Staff noted that the planning area boundary was adopted in May of 2006 and does not believe that surrounding properties and community growth in general have changed to a substantial degree to warrant a significant modification to the planning area boundary. Staff stated that based on existing property boundaries the Town does not have the ability to annex the subject property due to no established contiguity. Staff reiterated that the planning commission and town council should ultimately determine whether conditions have changed that would establish this areas as a logical location to extend services. Staff continued to explain that if the planning commission determines that the planning area boundary should be modified per the applicant's request, then the planning commission should subsequently determine the appropriate land use category for this property. Staff stated the requested Rural Residential classification establishes a density that can range from 1 unit per 5 acres to 1 unit per acre, depending on the amount of land set aside as open space. Staff noted that five (5) letters were received that included both property owners in favor of the request and property owners opposed to the request. Staff additionally stated that the request was continued from the February 26, 2008 meeting. Chairman Bunning added that the request was continued due to correspondence received prior to the meeting from Archuleta County. Chairman Bunning explained that the Town Planning Commission and County Planning Commission met in a worksession on March 19, 2008 to discuss issues relating to an urban service boundary and a potential intergovernmental agreement

Pagosa Springs Planning Commission

Meeting Minutes – March 25, 2008

in regards to properties located in peripheral areas. Chairman Bunning stated Archuleta County did not have a problem with the Town considering the current application. Project representative, Nancy Lauro stated the proposal met the criteria as established in the Comprehensive Plan. Lauro explained the applicant would like to develop the property under Town jurisdiction at a density lower than prescribed in the Comprehensive Plan. Lauro stated the developer intends to cluster the development and incorporate a world class golf course, restaurant, clubhouse and boutique hotel. Lauro stated the project would be an economic benefit to the community. Chairman Bunning requested staff to provide an overview of the process. Staff stated the application before the Planning Commission was strictly related to the Comprehensive Plan. Staff continued to explain annexation of the property and actual development of the property would occur at later stages and public hearings would be required. Staff noted that at the time of annexation and development, assuming the applicant continues to move forward with these requests, the developer will be required to provide detailed information. Chairman Bunning opened the public hearing for comment. Bill Hudson questioned whether there was any relation between the Blue Sky Village project and the Blue Sky Ranch project. Lauro stated the projects share similar ownership structures; however, the Village will include an affordable component while the Ranch will be very expensive. James Robinson questioned whether a planning area boundary modification was consistent with the goals and policies of the Comprehensive Plan and whether this proposal was necessary to any long-term planning efforts of the Town. Cmmr. Atkinson stated the worksession between planning commissions included discussion on an urban service boundary and regional planning efforts. Cmmr. Atkinson stated the long-term goal is to address and establish the urban service boundary. Cmmr. Atkinson continued to explain that the Comprehensive Plan included a chapter on economic development and the land use classification chapter was not the only consideration. Cmmr. Atkinson stated from an economic perspective the project would advance the overall vision of the Town. Chairman Bunning stated approximately 120 acres of the 1,300 acre property is included within the planning area boundary which creates a problem for the developer. Chairman Bunning continued to explain the developer could subdivide the property into 35 acre tracts with no oversight or regulation and reiterated that a 35 acre tract development was not in the best economic interest of the Town or County. Cmmr. Conrad agreed with Chairman Bunning's analysis. Cmmr. Woodruff stated the planning area boundary is a goal or suggestion and should not be analyzed against the established comprehensive plan minor amendment criteria. Chairman Bunning closed the public hearing for comment. Cmmr. Woodruff motioned to recommend approval of the request to include the 1,253 acres of the Blue Sky Ranch into the Comprehensive Plan. Cmmr. Atkinson seconded the motion. The motion was unanimously approved. Chairman Bunning explained the Planning Commission would need to determine the appropriate land use category for the 1,253 acres. Staff provided a brief overview of the requested land use classification. Chairman Bunning opened the public hearing for comment. Cmmr. Atkinson stated the rural residential category was the only appropriate option. Cmmr. Atkinson questioned how the Town will consider the commercial uses the applicant has proposed. Staff stated the discussion will occur to some degree during the annexation proceedings which requires the property to be zoned. Chairman Bunning suggested that the developer provide a high level of detail if they proceed with an annexation request. Chairman Bunning closed the public hearing for comment. Cmmr. Atkinson motioned to designate the 1,253 acres of the Blue Sky Ranch as the Rural Residential category as defined in the Comprehensive Plan. Cmmr. Lattin seconded the motion. The motion was unanimously approved.

Pagosa Springs Planning Commission

Meeting Minutes – March 25, 2008

B. The Plaza at Aspen Village Building ‘B2’ Condominium Conversion – Staff introduced the request by the applicant, Aspen Partners Pagosa LLC, to complete a condominium conversion of the approximately 7,500 square foot building. Chairman Bunning opened the public hearing for comment. No comment was received. Chairman Bunning closed the public hearing for comment. Cmmr. Lattin motioned to recommend approval of the request contingent upon the following: (1) revise survey plat per staff’s comments; and (2) submit final plat for recording. Cmmr. Conrad seconded the motion. The motion was unanimously approved.

C. 191 East Pagosa Street Conditional Use Permit – Staff introduced the request by the applicant, Jeff Hester, for a conditional use permit to construct a mixed-use project that would include approximately 4,098 square feet of commercial space and eleven (11) apartment units. Staff stated that based on the provided commercial and residential information the LUDC required site plans to include 38 parking spaces. Staff stated the submitted plans included 33 spaces which resulted in a five (5) stall deficit. Staff noted the LUDC includes provisions for shared parking arrangements and inclusion of multi-modal transportation facilities to reduce parking requirements; however, reduction calculations are not specified. Staff stated the site plans include bike racks on both the north and south elevations. Staff continued to explain that the applicant had secured an off-site parking agreement with the adjacent property owner (Lot 3X, San Juan RV Park Minor Subdivision) although the agreement did not specify a location or identify an allocated number of parking spaces. Cmmr. Woodruff questioned whether the D-3 District included a minimum unit square footage. Staff stated that this zone district did not specify a minimum residential unit size. Cmmr. Conrad questioned whether the applicant had submitted a shared parking analysis. Staff stated the current proposal did not include a shared parking scenario; however, it would likely be an option if the developer constructs a second building on the property. Staff noted that the frontage road would accommodate on-street parking although the spaces would not count towards parking requirements per the LUDC. Cmmr. Atkinson questioned whether the road width was adequate to handle on-street parking. Staff stated that the road width was enough to accommodate on-street parking. Jeff Hester, project applicant, stated the efficiency apartments would be 350 square feet to 400 square feet and market at approximately \$500.00 per unit including utilities. Chairman Bunning commended the applicant on incorporating a mix of uses and the overall concept of the project. Chairman Bunning opened the public hearing for comment. No comment was received. Chairman Bunning closed the public hearing. Cmmr. Conrad motioned to recommend approval of the conditional use permit contingent upon the following: (1) accept parking requirements per staff’s comments; and (2) revise engineering plans to include the infrastructure improvements (curb & gutter) as specified in the DMP abutting the frontage road. Cmmr. Woodruff seconded the motion. The motion was unanimously approved.

V. Reports and Comments

A. Staff – Next meeting April 22, 2008 @ 5:00 p.m. Staff stated there were currently no items for the April 8th agenda and requested permission to cancel the meeting. The Planning Commission agreed.

B. Land Use and Development Code Update – Staff stated Module 2 of the draft LUDC is due in the early part of June.

Pagosa Springs Planning Commission
Meeting Minutes – March 25, 2008

C. Wayfinding Signage, Streetscape Furnishings and Logo Development Plan – Staff stated Nuszer-Kopatz met with stakeholders and the steering committee on February 25th and presented preliminary concepts for plan elements. Staff noted the consultants would be returning to present the second iteration of the plan on April 16th at 5 p.m.

D. Regional Growth Management IGA – Staff stated a joint meeting between the Town planning commission and County planning commission was scheduled on April 2nd to discuss the process for establishing a regional growth management IGA. The Planning Commission requested additional information prior to the meeting and determined the joint meeting should be rescheduled sometime in late April.

E. Other – Chairman Bunning informed the Planning Commission that Town Council may be considering amendments to the sign code after discussions that took place at the March 20, 2008 meeting. Chairman Bunning suggested that the Planning Commission draft a recommendation to Council regarding the importance of the sign code. Chairman Bunning also stated if the Council felt amendments were necessary to certain sections of the sign code the board would be willing to review the proposals. Staff stated that this issue could be presented to Council in the Planning Department report. The Planning Commission agreed.

F. Resignation – Staff stated Commissioner Conrad submitted a resignation letter that was effective April 1, 2008. Staff stated that a notice was placed in the paper and a few interested individuals have inquired about the position. Cmmr. Conrad stated he was willing to attend meetings until the Town found a replacement. Staff stated legal counsel would need to confirm that Cmmr. Conrad could continue until a replacement was found. The Planning Commission agreed. Staff thanked Cmmr. Conrad for his time and volunteer service.

Minutes approved: _____
Tracy Bunning, Chairman