



**Planning Commission, Board of Adjustments,
& Design Review Board**
Staff Report – Tuesday, April 12, 2016 Regular Scheduled Meeting

I. Call to Order / Roll Call:

II. Announcements:

III. Approval of Minutes:

A. March 8, 2016 Planning Commission minutes.

Approval of Minutes:	Staff recommends approving Minutes from the March 08, 2016 Planning Commission Meetings, upon finding they are accurate.
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IV. Public Comment:

A. Opportunity for the public to provide comments and to address the Planning Commission on items not on the Agenda.

a.	At this time, Public Comment will be accepted for items not included as an agenda item. Interested persons have the opportunity to address the Planning Commission and express your opinions on matters that are not on the agenda or not listed as a public hearing item on the agenda. Public comments on any pending application that is the subject of a public hearing at the current or a future meeting may only be made during such hearing. The total time reserved for Public Comment at each meeting is 20 minutes, unless extended by a majority vote of the Planning Commission and each comment is limited to 2 minutes.
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V. Design Review Board:

- A. Major Design Review Application for the Pagosa Paint Ball Park located at 322 Harman Park Drive.
(Public Hearing / Quasi-Judicial Matter).

Project Location:	322 Harman Park Drive
Property Zoning:	Mixed Use Corridor (MU-C).
Nearby Land Use/Zoning:	Zoning to the South: Mixed Use Corridor (MU-C). Zoning to the East: Mixed Use Corridor (MU-C) on undeveloped lot. Zoning to the West: Open Space (OS) and Mixed Use Corridor (MU-C). Zoning to the North: Mixed Use Corridor (MU-C).
Property Owner #1:	Janice Scott
Applicant:	Pagosa Paintball, LLC., Doing Business as “Pagosa Fun Zone”
Representative:	Art Dilione
Pre-Application Conference:	The applicant has met with the Town Planning Department a number of times in their preparation of submitting an application for Major Design Review.
Application Received:	The applicant originally submitted an application on February 25, 2016 and then decided to pull the application as the scope of the project increased to include a larger building to accommodate additional indoor activities. On March 17, 2016, the Town Planning Department received the revised Major Design Review Application, the \$200 application fee was collected as part of the first application submittal. The planning director determined the application was substantially complete to begin plan review and initiated public hearing notifications.
Public Hearing Notifications:	Published public notice in the Sun Newspaper occurred on March 24, 2016. Town Hall posted public notice was posted on March 18, 2016. Neighborhood public notifications were mailed on March 24, 2016. Property posted public notice was posted on-site on March 18, 2016.
Additional Permits:	Pursuant to Ordinance 834, Conditional Use Permit to conduct outdoor recreation business, Pain Ball Park at 322 Harman Park Drive, Approved by Planning Commission on February 9, 16.
PC Action:	Review of Major Design Review application and determination regarding compliance with the Town’s Land Use Development Code.

The LUDC section 2.4.6 reviews Major Design Review applications:

2.4.6. DESIGN REVIEW

A. Purpose:

The purpose of the design review process is to ensure compliance with the development and design standards of this Land Use Code prior to the issuance of a building permit or concurrent with other required permits, and to encourage quality development reflective of the goals and objectives of the Comprehensive Plan.

B. Applicability:

Design review is required for:

1. All new commercial and mixed use development;
2. All new multi-family residential development including condominiums, townhomes, and apartments;
3. Any change of use from one primary use classification to another (for example, residential use to commercial use);
4. Any expansion of existing development, not including single-family, that results in a change to a building footprint of more than 5,000 square feet; and
5. All publicly owned and operated buildings.

C. Types of Design Review:

1. Administrative Design Review

The following types of projects may be approved by the Director through the Administrative Design Review process:

- a. Any expansion of existing development, not including single-family, that results in a change to a building footprint of at least 1,000 square feet but less than 5,000 square feet.
- b. Duplexes and live/work units.

2. Major Design Review

Any development, with the exception of single-family detached or duplex dwellings, that exceeds the size threshold for administrative design review approval shall require approval by the Design Review Board through the Major Design Review process.

LUDC section 2.4.6.E reviews procedures and processing Major Design Review applications:

Figure 2.4-12 shows the steps of the common development review procedures that apply in the review of applications for Major Design Review. The common procedures are described in Section 2.3. Specific additions and modifications to the common review procedures are identified below.

1. Step 8: Town Issues Decision/Findings.
 - a. Design Review Board Review and Decision.

The Design Review Board shall consider the application and the Staff Report and recommendation from the Director, and approve, conditionally approve, or deny the application, based on the criteria below.
 - b. Approval Criteria.

The Design Review Board may approve a Major Design Review application if all of the following criteria are met:

 - (i) The development plan is consistent with the intent of the Comprehensive Plan and all other adopted Town plans;
 - (ii) The development plan complies with all applicable development and design standards set forth in this Land Use Code, including but not limited to the provisions in Article 3, Zoning Districts, Article 4, Use Regulations, Article 5, Dimensional Requirements, and Article 6, Development and Design Standards;
 - (iii) The development plan will not substantially alter the basic character of the surrounding area or jeopardize the development or redevelopment potential of the area; and
 - (iv) The development plan is consistent with any previously approved subdivision plat, planned development, or any other precedent plan or land use approval as applicable.
 - c. After review and approval by the Design Review Board, the applicant shall submit a revised set of final development plans based on any conditions of approval from the Design Review Board.



LUDC Article 3, Zoning:

Mixed Use Corridor (MU-C) district definition:

“The MU-C district is intended to allow for the vertical or horizontal mixing of uses, including some high-density residential, along major highways. Commercial uses are appropriate, including retail, offices, hotels, and tourism-related businesses. The district is intended to promote gradual development and redevelopment of existing commercial corridors to become more vibrant and attractive mixed-use areas that also contain some housing, offices, and light trade.”

LUDC Article 4, Allowable Uses:

Pursuant to Ordinance 834, The table of allowed uses was amended to allow outdoor businesses in the MU-C District with an Approved Conditional Use Permit, determined at a public hearing by the Planning Commission, which occurred on February 9, 2016, with the following conditions of approval:

- 1) *That the applicants submit a major design review application,*
- 2) *That the site noise and visuals of the site are monitored and regularly maintained in order prevent adverse impacts to surrounding properties,*
- 3) *That the applicants have a mutual understanding with the Harman Park HOA and work out their concerns, and*
- 4) *That the applicants look into the possibility of removing the netting during off-season times.*

LUDC Article 5, Dimensional Requirements:

Building Height:

Maximum allowed in the MU-C district is 35 feet to the roof mid-span or 41 to the peak. The proposed project appears to represent a 36 foot height to the highest point of the building roof, complying with the maximum height standard. Staff requests the applicant provide this dimension on a revised building elevation plan sheet.

Yard Setbacks:

Minimum setbacks include: 40 feet from Highway property line, 20 feet from secondary roads and 5 feet from the side and rear property lines. The recorded plat has designated a 60 foot setback from the Hwy frontage. Staff will conduct additional analysis of this dedication in regards to the proposed arena netting and supporting poles, for presentation at the meeting.

The project proposes the paint ball arena netting/fence to be placed at 35 feet from the Hwy property line and at least 15 feet from the side property lines. Regarding the 40 foot Hwy frontage setback, the proposed 20 foot tall netting is translucent when looking straight on at a 90 degree angle, and is proposed at approximately 35 feet from the property line instead of 40 feet. LUDC section 5.2.3. *“Required Setbacks”* subsection 4. *“As used in this Section, the term “building” includes any structure that by nature of its size, scale, bulk, dimension, or use constitutes a visual obstruction or generates activity similar to that usually associated with a building. Without limiting the generality of the foregoing, the following structures shall be deemed to fall within this description:”*

- a. ~~Gas pumps and overhead canopies or roofs.~~

APPLICATION ANALYSIS



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b. *Fences running along lot boundaries adjacent to public rights-of-way that exceed six feet in height and are substantially opaque.”*

Staff finds the building and all other improvements are in compliance with setback requirements.

Development and Design Standards, LUDC Article 6:

Flood Damage Protection Regulations:

The subject property is outside of the special flood hazard areas as defined by FEMA, thus requirements are not applicable to this project.

Site Development Standards:

Construction Erosion Control:

State of Colorado “Storm Water Management Permit” requires the submission of Storm Water Management plans to the State of Colorado in conjunction with a State of Colorado Storm Water Management Permit application. The issuance of such permit is required prior to issuance of a building permit and prior to commencement of site construction activities. This permit and SWM plan identifies Best Management Practices (BMP’s) for the installation of silt fencing, temporary swales, straw waddles and other devices and procedures for the protection of downstream waters from storm waters flowing from construction sites, during project construction activities.

Site Drainage / Drainage Analysis:

Peak Discharge Control is required when the post-development runoff rates exceed historic 100 year base storm runoff rates due to the change in site conditions as a result of the development. Adding impervious surfaces (paved parking/roofs/sidewalks/ect..) increases the runoff rate because the moisture runs off these surfaces instead of soaking into the soils.

The Harman Park subdivision provided two detention ponds for accommodating an approximated amount of future build out impervious surfaces as required for the subdivision. The subject property will divert the site runoff to the detention pond located at the SE corner of lot F, directly east of the subject property. During this analysis, staff identified some potential issues with the formalization of drainage easements for conveying drainage though private property and not in the Public Right of Way or an identified drainage easement, as would be required by our LUDC.

The project engineer has provided a site drainage analysis that directs the runoff of the newly created impervious surfaces to the existing drainage ditch that currently flows from the wetland overflow pond that serves as the detention pond for all but three lots in the subdivision, to the detention pond located at the SE corner of lot F, directly east of the subject property. Given the current drainage condition described above, staff believes this is the appropriate means to convey the storm water from the property to the detention pond on lot F. With that said, without a drainage easement, this condition could be considered negatively affecting lot F, which is not allowable under the LUDC. Staff recommends this condition be addressed and resolved by the Harman Park Owners Association, since 95 percent of the developments



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storm drainage is currently directed through the subject lot and lot F to the developments secondary detention pond.

Snow Storage:

Snow storage areas are directly adjacent to the parking lot and are sufficient in size to meet the required one square foot for snow storage for each 2 square feet to be cleared., However, the applicant should provide a site plan that formally notes the areas provided or an exhibit and explanation for snow storage areas that indicates the sf to be cleared and the sf of storage area.

Sanitary Sewer:

The applicant has initiated conversations with the Harman Park property owner's association, who manages the private sewer collection system.

Potable Water:

The applicant has initiated conversations and design considerations with Pagosa Area Water and Sanitation district for the proposed development potable water needs.

Fire Hydrants:

Fire Hydrant review and placement has been previously considered at the time the subdivision was plated. Additional review of existing facilities will be conducted by the Fire Code Official (Zach Richardson, Building Official) as part of the building permit application review.

Electrical Power Utility:

The applicant has initiated conversations and design considerations with LPEA.

Natural Gas Utility:

The applicant has initiated conversations and design considerations with Blackhills Gas Company (formerly Source Gas).

Sensitive Area Protection:

Slopes:

The subject property is relatively flat in nature.

Natural Features:

There are a number of existing trees on the property. The applicant has noted Existing Trees to be protected and to remain on the subject development, as noted on the submitted plans. This is further addressed under the landscaping section later in this report.

Areas of Special Flood Hazard:

The subject property is outside of the FEMA FIRM maps for flood hazards.

Areas of sensitive Hazard Areas:

Sensitive Hazard Areas have not been identified on this subject property.



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Geologic Hazard Areas:

Geologic Hazards are not identified on this subject property.

Wild Life Hazard Areas:

The Town’s Comprehensive Plan includes a “Wildlife Habitat” map. The subject property is within the “Black-Bear and Human conflict Area, as is the entire Town of Pagosa Springs. The subject property is outside any delineated areas for Geese Brooding Concentration, Elk Migration and Osprey Foraging.

Perimeter Fencing:

Perimeter fencing has not been proposed for this development project. Staff does not identify the arena netting to be considered as perimeter fencing.

Riparian Setbacks:

There are no Riparian features on the subject property.

Access and Circulation:

Connectivity:

The subject property is currently accessed from Harman Park Drive with lighted intersection access from Hwy 160.

Traffic Generation:

Anticipated traffic generation created by the proposed project was contemplated when the original subdivision was approved and Hwy 160 intersection improvements were constructed. No additional impacts are anticipated.

Roadways:

CDOT/County/Town adopted Access Control Plan (ACP) compliance:

Harman Park Drive is part of the secondary road network identified in the Access Control Plan (ACP) jointly adopted by the Town, County and CDOT. With that said, the roadway has not been accepted by the Town as of yet due to compaction and material testing results. The Town Council will eventually consider accepting the roadway and possible concessions for doing so.

Roadway Classification:

- 1) The classification of Harman Park Drive was designed as a Minor Collector Roadway. This roadway is existing and improvements are not required with the increased ADT’s expected.
- 2) The classification of the ACP secondary road will be Classified as a Minor Collector road, with ADT’s between 400-2499. The actual installation of connectivity to this ACP roadway will occur at as development occurs to the east.



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Parking and Vehicular Access:

Private Driveway:

The Private driveway design includes one 24-foot-wide access from Harman Park Drive. Cross sectional design for this connection is not included in the MDR plan set and shall be provided to the Town.

Parking and Loading Areas:

The development proposes to install 25 parking spaces with one ADA space. A loading area is not designated or determined to be needed.

Parking Area Layout and Design:

1) Stall Dimensions:

- Parking lot vehicle stalls are designed at a 90-degree angle and dimensioned at 10 feet wide and 20 feet long in compliance with LUDC table 6.9-4.
- Parking lot isles are designed for two-way traffic and are dimensioned at a minimum of 24 feet wide in compliance with LUDC table 6.9-4.

2) Number of Parking Spaces:

- LUDC 6.9 Off-Street Parking Requirements, generally requires one parking space for each 300 sf of building space and one space for each 3 out recreation occupancy. Using this calculation, the current building sf is 14,592 (49 spaces) and the paintball arena will require one space for each 3 of the proposed 30 occupants (10 spaces) for a total of 59 spaces. The LUDC provides for an alternative calculation, based on sf of specific uses in the building, and further allows 20% reductions for MU-C districts, 10% reduction if Transit stop in near vicinity, reduction of two parking spaces if 10 bike rack spaces are provided, and Director approved reductions based on applicant's proposal.

The applicant has provided an alternative parking space analysis for their proposal of 25 parking spaces, based on their business model, Families and groups arriving in one vehicle, Parents dropping kids off, employees and living quarters, and limited occupancy levels in portions of the building. In essence, the applicant provided the following analysis (full analysis is included in the applicant's submittal).

Paint Ball Arena (10): 30 maximum occupants. LUDC allows 1 space/ 3 outdoor recreation occupants.

Laser Tag Room (8): 24 maximum occupants, and similar to above, 1 space/ 3 occupants.

Escape Rooms (2): These rooms accommodate group activities and participants are expected to arrive in one vehicle.

Party Rooms (2): Based on square footage and shared vehicle transportation.

Food Service Serving Area (2): Based on square footage and employee parking inclusion and that the guests will most likely be there as part of an activity taking place on the property.

Employees (6): 6 at a time.

Apartment Living Quarters: This is included in the above employee consideration.

20% reduction for development within MU-C district (-6):

This analysis equates to 24 spaces and the applicant proposes 25 spaces, one of which will accommodate ADA van parking. On-Street parking is not allowed on Harman Park Drive.

Staff is comfortable with this analysis, IF the applicant provides evidence of a shared parking agreement would be considered by a neighboring property owner and that the applicant agrees that when the parking demand exceeds this proposed reduction, the applicant expands the hard surfaced on-site parking lot. H shared parking scenario is reasonable given the neighboring parking lots (both churches) have very limited use of these parking areas Mon-Sat, however, pedestrian connectivity will be very important for this consideration.

3) *Parking Area Layout:*

- The parking lot surface will be an asphalt pavement surface.
- The Parking lot design provides drainage to sheet flow into adjacent drainage swales. No curb and gutter is proposed.
- Additional design cross sectional details shall be submitted regarding the connection with Harman Park Drive.

4) *Parking Lot Landscaping:*

- LUDC requires one tree for each 5 parking spaces. There are 8 total ponderosa trees that are proposed to be preserved within close proximity to the parking area, that if determined, could be considered as complying with the 5 tree minimum. LUDC 6.10.3.B would indicate these preserved trees would need to be with 20 feet to be considered. It would appear at least 3 trees are within 20 feet of the parking lot, thus two tree islands maybe considered for 2 new trees. se regulations would require the trees to be provided immediately adjacent or within the parking lot, as well as the landscaping or aesthetic treatments.
- LUDC 6.9.4.C requires 10 percent of the parking lot shall be used for landscaping. The applicant has not defined or indicated the 10% landscaping inclusion on the submitted plans.

5) *Circulation Area Design:*

The one access from Harman Park Drive appears to be sufficient based on the number of spaces provided, however, cross sectional design details for this connection are not included in the MDR plan set and shall be provided to the Town.

6) *Exterior Lighting:*

Exterior parking lot lighting is not proposed. If any exterior lighting is installed at a later date, Compliance with the Town regulations is required at that time.

7) *Parking Lot Drainage:*

Parking lot drainage is directed to swales along the asphalt edge and then along the eastern edge of the property to the swale the extends to the detention pond located on lot F.

8) *Loading/Unloading Areas:*

No loading and/or service dock areas are proposed.

Sidewalks, Multi-Use Paths and Trails:

- 1) Sidewalks along Harman Park Drive do not extend to this property, they end at the western edge of the TOPS open Space parcel just west of this lot, 150 feet away from the subject property and 440 feet from the driveway entrance. Typically, the Town would require the installation of a sidewalk along the primary road for immediate and future pedestrian connectivity. Staff recommends the MDR consider requiring providing this sidewalk connectivity to the subject property.
- 2) A Pedestrian trail easement exists along the northern edge of the property line for a future Town to Pagosa Lakes trail construction phase.
- 3) Internally, pedestrian paths are provided from the parking lot to the building. Compliance with ADA accessibility standards is required, and the Building Official will provide an analysis of such at the time of Building permit application review. It appears a hard surfaced ADA path would be required for the Paintball viewing area.

Commercial and Mixed-Use Design Standards:

- 1) *Site Layout:*

The proposed development is a new development on a vacant 3.86 acre lot. The Paint ball Arena is located on the northern edge of the property with the parking lot along Harman Park Drive and the building structure between the two. The applicant proposes to save many of the existing mature ponderosa trees on the lot.
- 2) *Building Orientation:*

Orientation has the main entrance on the sunny south side.
- 3) *Pedestrian Environment:*

The applicant has provided pedestrian access and connectivity throughout the site, consistent with the intent of the LUDC and Comprehensive plan, however, as previously mentioned, ADA compliance does not appear to have been met. In addition, the lack of sidewalk connectivity to the site does not promote pedestrian access from off site.
- 4) *Building Design:*

The proposed 14,592 square foot new building design includes the following features that staff believes are not consistent with the intent of the LUDC:

 - 1) The NE wall is 100% metal sided.
 - 2) The SE wall is expansive with no modulation and little design features.
 - 3) The main building roof line is unbroken, expansive and continuous.
 - 4) Architectural style is very bulky in appearance and does not appear to compliment other development buildings in Harman Park.
 - 5) Four sided design does not appear to have been achieved.
- 5) *Building Materials:*

LUDC section 6.7.3.B.2 supports the use of a wide range of building materials, including but not limited to: wood, brick, stone and stucco.

Proposed exterior building materials include the use of:

- a. Cementous Lap Siding.
- b. Stone Wainscoting
- c. Wood Posts and Beams.
- d. Metal Siding.
- e. Metal Roofing.

6) *Architectural Style:*

The proposed architectural style is bulky in appearance.

7) *Four-Sided Design:*

Four sided design does not appear to have been achieved.

Landscaping and Buffers:

15% of the site is required to be landscaped per LUDC section 5.1.2. The applicant has provided a landscaping plan that identifies existing ponderosa trees to be saved and considered as credit towards the 15% requirement, pursuant to LUDC 6.10.3.B.1. and table 6.10-1.

- The project proposes 40 existing mature ponderosa trees (approximately 8" diameter) will be preserved and considered as credit towards the landscaping requirement. Approximately 16 trees will be removed to accommodate the building and arena areas. LUDC 6.10.3.B.
- Staff has met with a local Arborist for an opinion of the preserved trees within the arena area to ensure their long term health. The Arborist suggested applying 4"-6" of wood or pine needle mulch around the base of each tree, 1.5 times the drip line from the trunk of each tree to help absorb the paint ball materials and weekly washing of the trunk to remove pain ball materials. The applicant agreed to these terms.

Based on the above, staff believes preserving 40 trees would satisfy the landscaping requirements for the development.

1) *Design Standards:*

- a. The arena will be mulched and remaining property will be undisturbed in its natural condition.
- b. There are picnic benches planned for arena viewing areas.

2) *Protection of Existing vegetation:*

40 existing mature ponderosa trees (approximately 8" diameter) will be preserved and considered as credit towards the landscaping requirement.

3) *Maintenance:*

The applicant has agreed to apply and maintain 4"-6" of mulch and weekly tree truck washing.

4) *Plant Materials:*

With the exception of the preserved trees, the arena will be mulched and remaining property will be undisturbed in its natural condition. All areas of construction disturbance are required to be revegetated.

5) *Visibility and Security:*

No visual obstructions or security concerns have been identified.

6) *Landscape Plan Required:*

The applicant has provided a landscape plan. Staff recommends the applicant add language to the landscape plan that:

- 1) Details the application of mulch around tree bases in the arena and the weekly washing of the paintball paint from the tree trunks.
- 2) Indicates the areas to remain in their natural conditions and areas that will be revegetated after construction.

Buffering and Screening:

1) *Loading and Service Areas:*

No service or loading areas are proposed.

2) *Mechanical Equipment:*

3) *Dumpsters and Trash Storage Areas:*

The proposed dumpster enclosure proposes to be fenced, however, there are not details provided to confirm consistency with the primary structure or if doors/gates are included. The applicant shall submit a detailed plan for this enclosure.

Exterior Lighting Plan:

1) *Light Sources Shielded from View:*

The applicant has not indicated any exterior lighting in the submitted plans. The applicant shall submit an illumination plan with fixture specification sheets if any exterior lighting is to be installed, confirming that all exterior light sources will be shielded from off-site view.

2) *Foot Candle calculations:*

The referenced illumination plan shall include a foot candle levels along the property lines.

Sign Code:

1) *Freestanding Signs:*

The applicant has suggested a future installation of a freestanding sign along the Hwy 160 frontage. This sign will be required to submit an application for administrative review and approval. The applicant also proposes a 15 sf directional sign freestanding sign along Harman Park Drive. Staff will process the sign permit applications administratively.

2) *Wall signage:*

The applicant proposes a wall sign. Staff will process the sign permit applications administratively.



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Building Code and Building Permit:

- 1) The applicant has indicated the submission of a building permit following a determination on the developments Major Design Review application DRB public hearing.

Impact Fees:

- 1) The proposed development is subject to Impact fees pursuant to LUDC article 10, due to the new commercial square footage of 14,592 sq ft., equating to \$76,403.71.

	Roads	Reg. Pub Building	Emer Serv Pro	Total
Per 1,000 sf	\$4,336.00	\$159.00	\$741.00	\$5,236.00
14,592 sf=	\$63,270.91	\$2,320.13	\$10,812.67	\$76,403.71



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ALTERNATIVE ACTIONS

Staff recommends the PC consider the Applicants Major Design Review application, Staff’s analysis and all public comments as they relate to the Land Use Development Code. Staff has the following alternative actions for the PC’s consideration only, as the PC is not limited to these alternative actions.

1. Approve the Pagosa Fun Zone Major Design Review Application submitted by Pagosa Paintball, LLC., finding the application to be in substantial compliance with the Town’s adopted Land Use Development Code, contingent on the following items A - K to be completed prior to the issuance of a building permit and items L - N to be required as needed:

- a. The applicant shall provide the roof height dimension on revised building elevation plan sheet.
- b. Verify the 60-foot platted setback allows the paintball arena netting and poles.
- c. The applicant shall provide a snow storage plan or exhibit indicating snow storage areas, the square feet to be cleared and the square feet of storage area.
- d. Provide cross section design for the driveway access from Harman Park Drive that includes drainage considerations.
- e. ADA access shall be provided and indicated on the site plans and Building Permit Plans.
- f. Provide sidewalk connectivity from the terminus of the existing Harman Park Drive sidewalk network and submit design and construction plans to Planning Department.
- g. Provide notation regarding removal of netting during winter months on the site plan.
- h. Provide evidence of potential shared parking agreement would be considered by a neighboring property owner that would serve to accommodate parking in the case the alternative parking calculation was not an accurate consideration.
- i. Defined or indicate the required 10% parking lot landscaping inclusion on revised parking lot and landscaping plans.
- j. Provide revised landscape plan indicating the application of 4”-6” of mulch around tree bases in the arena area and the weekly maintenance of washing the tree trunks, indicate the areas to remain in their natural conditions and areas that will be revegetated after construction.
- k. Provide a dumpster enclosure plan to confirm consistency with the primary structure and the enclosure doors.
- l. Provide storm water runoff protection during construction.
- m. Provide protection to trees identified to be preserved during construction and in perpetuity.
- n. If parking lot is determined to be undersized, the applicant shall provide an expansion on site to accommodate parking needs.
- o. PLUS, ADDITIONAL CONTINGUENCIES AS DETERMINED BY THE DRB.....

2. DENY the Pagosa Fun Zone Major Design Review Application submitted by Pagosa Paintball, LLC., finding the application is not in substantial compliance with the Town’s adopted Land Use Development Code.



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VI. Public Comment:

A. Opportunity for the public to provide comments and to address the Planning Commission on items not on the Agenda.

- a. At this time, Public Comment will be accepted for items not included as an agenda item. Interested persons have the opportunity to address the Planning Commission and express your opinions on matters that are not on the agenda or not listed as a public hearing item on the agenda. Public comments on any pending application that is the subject of a public hearing at the current or a future meeting may only be made during such hearing. The total time reserved for Public Comment at each meeting is 20 minutes, unless extended by a majority vote of the Planning Commission and each comment is limited to 2 minutes.

VII. Reports and Comments:

A. Planning Director Report –

HISTORIC PRESERVATION BOARD (HPB)

The HPB is currently finalizing a list of area Historic Preservation Month Activities and Events that include activities hosted by the HPB. The tentative schedule is being completed and will be distributed as soon as it is finalized.

The HPB has distributed a survey within the Historic District regarding sandwich board signs, results will be tallied at the end of April.

200 BLOCK PAGOSA STREET SIDEWALK IMPROVEMENT PROJECT

The sidewalk project between 2nd and 3rd streets on the north side of Pagosa Street is expected to be designed for late 2016 construction.

S. 8TH STREET 2016 RE-CONSTRUCTION PROJECT REPAVING PROJECT

Staff continues to work with Davis Engineering in the preparation of design and construction plans in preparation for bidding the project in June for construction this summer. The project will include a 10 foot wide multi-use non-motorized trail along the western side of the street and on street parking only on the east side in the 200 and 3000 blocks.

SPRINGS PEDESTRIAN BRIDGE REPLACEMENT

The design of the Springs Pedestrian Bridge replacement and construction RFP's is underway. We unfortunately did not receive a GOCO grant award, so the Town will pay for the bridge replacement project without financial assistance.

WALL MART

Public Notification has been published for an Appeals Hearing from Wal-Mart on April 14, 2016 at 6pm in Town Hall, regarding the planning director's determination regarding the parking lot lights not complying with town codes. Wal-Mart has stated they are in the process of designing and manufacturing shields for the parking lot lights, and the planning director has received some shielding design and opportunities to provide comments regarding such designs.

EAST PHASE OF TOWN TO PAGOSA LAKES COMMUTER TRAIL



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ROW clearance approved by CDOT. Town staff is waiting on approval to advertise for construction bids for construction this summer.

WEST PHASE OF TOWN TO PAGOSA LAKES COMMUTER TRAIL

We are waiting on one trail easement donation, expected very soon. Once we receive this, we will request ROW clearance and approval

RUMBAUGH CREEK BRIDGE UPDATE

We have received the signed grant contract awarding the town \$166,000. The RFP is being drafted for the restoration of the bridge in 2016. The Design is being created by the Collaborative, Inc for the restoration and environmental assessments are being conducted soon.

TWO RIVERS GRAVEL PIT

Archuleta County is considering an application for a proposed gravel pit operation 14 miles south on Trujillo Road. The Planning Director has identified a number of issues related to increased heavy truck traffic in residential districts, pedestrian safety and impacts to our Town road infrastructure. The Planning Director has met with the applicant County Planning Department to discuss refining the traffic projects and delivery routes based on delivery zones within our community, as a means to better understand the proposed traffic impacts and to consider an equitable route selection through the community. Town’s Legal Counsel has identified potential means of ensuring the town has some sort of financial remediation for damage caused by the proposed increased traffic on Town Roads. Options will come to Town Council in the future for consideration.

B. Planning Commission –

Planning Commission Open Discussion, Ideas and Comments.

C. Upcoming Scheduled Town Meetings.

a.	<p>Next Scheduled PC Meetings:</p> <ul style="list-style-type: none"> ~ Tuesday, April 26, 2016 @ 5:30pm in Town Hall, Regular Meeting. ~ Tuesday, May 10, 2016 @ 5:30pm in Town Hall, Regular Meeting.
b.	<p>Next Regular Scheduled Historic Preservation Board meetings:</p> <ul style="list-style-type: none"> ~ Wednesday, April 13, 2016 at 5:45pm in Town Hall. ~ Wednesday, April 27, 2016 at 5:45pm in Town Hall.
c.	<p>Next Regular Town Council Meetings:</p> <ul style="list-style-type: none"> ~ Thursday, April 14, 2016 at 6pm, Walmart Exterior Lighting Appeals Hearing in Town Hall. ~ Thursday, April 21, 2016 at 5pm in Town Hall. ~ Tuesday, May 3, 2016 at 5pm in Town Hall.
	<p>Next Regular Parks and Recreation Board Meeting:</p> <ul style="list-style-type: none"> ~ Tuesday, April 26, 2016 at 5:30 pm in Community Center. ~ Tuesday, May 10, 2016 at 5:30 pm in Community Center.