



Town of Pagosa Springs
Planning Commission, Board of Adjustments & Design Review Board
Regular Scheduled Meeting Minutes
November 18, 2014

Town Hall, Council Chambers, 551 Hot Springs Boulevard, Pagosa Springs, Colorado 81147

- I. **Call to Order / Roll Call:** Commission Vice Chair Ron Maez called the meeting to order at 5:30 PM. Commissioners Peter Adams, Heidi Martinez and Cameron Parker were present. Commissioners Kathie Lattin and Natalie Woodruff were absent. Also present were Planning Director James Dickhoff, Associate Planner/Certified Permit Technician Margaret Gallegos and community member Andre Redstone.
- II. **Announcements:** Planning Director Dickhoff announced that the 6th Street pedestrian bridge was put in place today – work will continue to complete the ramp and walls (see full staff report below).
- III. **Approval of Minutes:** Motion made by Commissioner Cameron, seconded by Commissioner Adams and unanimously carried to approve the October 14, 2014 Planning Commission meeting minutes with a correction on page 2, last paragraph– striking comment referenced by Commissioner Adams requesting that the definition be further reviewed.
- IV. **Public Comment:** Opportunity for the public to provide comments and to address the Commission on items not included as an agenda item – none received.
- V. **Board of Adjustments:** None
- VI. **Planning Commission:**

1. Recommendation for Town Council to Provide Direction Regarding Potential Land Use and Development Code (LUDC) Revisions: The Planning Commission has been discussing a number of possible LUDC revisions and concluded that it needs Town Council to provide direction on how it would like the Planning Commission and staff to proceed.

Planning Director Dickhoff noted that the Historic Preservation Board (HPB) reviewed the LUDC revisions as it relates to the properties within and surrounding the Historic District. The HPB approved sending a letter to Town Council outlining that it supports the process of exploring the pros and cons of the Land Use and Development Code - cargo containers, metal-sided buildings, smaller residential lot sizes and variable message center signs. The HPB also reserved the option to provide comments after Town Council has provided a definitive direction for each subject matter.

Planning Director Dickhoff answered several questions and provided the Commission with information pertaining to historic districts and individual properties and the opportunity for owners to apply and receive grants and/or tax monies available for restoration.

Planning Director Dickhoff also provided an overview of the national standards in comparison to the local market. The Commission concluded that prioritizing of the referenced topics might be at the discretion of Staff and/or Town Council. It was also noted that the code enforcement should be addressed by Town Council.



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MOTION BY COMMISSIONER ADAMS, SECONDED BY COMMISSIONER PARKER AND UNANIMOUSLY CARRIED TO APPROVE A RECOMMENDATION TO THE TOWN COUNCIL THAT IT PROVIDE DIRECTION TO THE PLANNING COMMISSION AND STAFF AS TO PROCEEDING WITH POTENTIAL LUDC REVISIONS FOR THE FOLLOWING TOPICS: 1) ALLOWABLE USES OF CARGO SHIPPING CONTAINERS: PROHIBITING OR LIMITING THE USE OF CARGO SHIPPING CONTAINERS; 2) THE CURRENT LUDC PROHIBITION OF METAL SIDING IN COMMERCIAL AND MIXED USE ZONE DISTRICTS AND CONSIDERATIONS IN RESIDENTIAL ZONED DISTRICTS FOR DESIGN CRITERIA; 3) CONSIDER SMALLER SINGLE FAMILY DWELLING LOT SIZES IN THE R-12 AND R-18 DISTRICTS; AND 4) ELECTRONIC VARIABLE MESSAGE SIGNS, PROHIBITING OR LIMITING THE USE.

VII. Design Review Board: None

VIII. Public Comment: Opportunity for the public to provide comments and to address the Commission on items not included as an agenda item. Mr. Andre Redstone speaking as community member, not as a Member of the Historic Preservation Board, expressed concern about the gross inadequacies with the placement of cargo containers and requested that the Commission take a quick remedy to provide equal opportunities. Mr. Redstone also commented that the metal siding should not be the issue but rather reviewed as part of the design criteria. In closing, Mr. Redstone, requested that the inequities be corrected for equal rights especially within the commercial area.

IX. Reports and Comments:

A. Town Manager – None.

B. Planning Department Report – Planning Department Director Dickhoff provided the following report to the Commission:

HISTORIC PRESERVATION BOARD (HPB) UPDATE: At the October 15th, 2014 HPB meeting,

- 1) The HPB approved a new Sign Permit Application for Elevation Custom Apparel at 434 Pagosa Street.
- 2) The HPB approved a Certificate of Alteration revision for the Riff Raff Brewing Co at 274 Pagosa Street. The property owner intends to complete the improvements in 2014 for final approval of their Alteration Certificate.
- 3) The HPB also discussed the San Juan Historical Museum, former Town Water Treatment Plant, and the disrepair and safety concerns with the reservoir walls and the old stone bridge north of the building. The HPB will be looking into costs estimates for proposing pursuing grants for the needed repairs.

The annual “Saving Places Conference” is on February 4-5, 2015 in Denver, Colorado. Saving Places information is available at: <http://coloradopreservation.org/saving-places-conference/>. In



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addition, the History Colorado Office of Archaeology and Historic Preservation (OAHP) bring the National Alliance of Preservation Commissions (NAPC) CAMP (Commission Assessment and Mentoring Program) to Colorado during the Colorado Preservation, Inc. Saving Places Conference. This signature commission and staff training opportunity will be held on Friday, February 6, 2015 at the History Colorado Center. NAPC's link to the CAMP program is <http://www.napcommissions.org/camp/>. This three-day event is considered one of the best Historic Preservation conferences in the nation and is an excellent opportunity to learn how to embrace historic preservation in our community and the many economic development and tourism benefits preservation provides communities around Colorado. Planning Staff and the Historic Preservation Board highly recommend that a representative from the Town Council, Planning Commission, Town Tourism Committee and Recreation Board, consider attending the conference. HPB members attending the conference are willing to accept some of their own expenses, freeing up budgeted conference attendance dollars for others to attend.

The Next HPB meeting is on December 3, 2014 at 5:15pm in Town Hall.

PEDESTRIAN CROSSING SAFETY: There has been renewed interest in pursuing improved pedestrian safety and slower traffic speeds in downtown. The Town Council has suggested a small committee to work on suggestions for improvements. Staff will be preparing information collected over the course of the last 5 years to present to the committee for consideration. The first committee meeting has yet to be determined.

8TH - 10 STREET SIDEWALK AND TRAIL PROJECT: At the request of the Library, Town Council approved installing the trail segment along their property this year, and awarded the 200 lineal foot concrete trail project to Hart Construction. The remaining portion of the trail between 8th Street and 10th Street will be constructed in early 2015.

WEST PHASE TOWN TO PAGOSA LAKES TRAIL PROJECTS: The West Phase trail segment is between Village Drive and Aspen Village Drive. Preliminary CDOT plan review is November 19, and Final Plan review in mid-winter. Advertisement for construction should occur by February 2015 with construction to begin in early 2015.

MAJESTIC DRIVE CMAQ PAVING PROJECT: The Majestic Drive paving project is on schedule. Pavement is expected to be complete by the week of November 17th.

6TH STREET PEDESTRIAN BRIDGE: The 6th Street bridge project is on schedule. The bridge arrived on Tuesday November 18th and was placed on the bridge abutments. The contractor has begun work on the south side ramp. With two weeks of good weather, it is possible the project will be open for pedestrian use by the end of the year, with some landscaping and site improvements completed in 2015.

WALL MART: The Town Planning Department has been working on finding a solution to an issue identified by a neighboring property owner, regarding their sight line to one of the loading



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docks. Staff is working with a few entities including Wall Mart to find a resolution, which most likely will include additional landscaping.

Alpha Drive should fully paved by this Town Council meeting. Paving for the Hwy modifications and widening should occur the week of November 17th.

SOUTH 5TH STREET ROW DEDICATION: Staff has initiated title work for the formalization of the South 5th Street ROW. Once title work is received we will initiate a Plat Amendment designating the 5th Street ROW and preparing a resolution for the PSSGID Board consideration for deeding property to the Town, and an Ordinance for Town Council's consideration for accepting the land from the PSSGID.

COBBLESTONE TOWNHOME PROJECT AND YAMAGUCHI LANE: The Cobblestone Townhome project located on the improved 4th/5th Alley is progressing. The two newer buildings are currently being sided and interior construction is well underway. Yamaguchi Lane, formerly the S. 4th / 5th Alley has been paved. Some sidewalk replacement is occurring and tie in with property driveways along the west side of the alley are taking place. Signage for the one-way alley is expected in the next two weeks.

CDOT TAP FUNDS AWARDED: The Town has been awarded approximately \$250,000 in CDOT TAP funds for the Town To Pagosa Lakes trail segment between Centerpoint Church and Piedra Road intersection with Hwy 160. Staff will be looking at additional grants to partner with this award, for the full estimated 1.1 million dollar project.

RIVER WALK CONDO PROJECT AND 4TH / 5TH STREET RIVER WALK TRAIL: Staff continues to work with the developer for the construction of 900 lineal feet of compacted gravel surfaced trail on the west side of the San Juan River between Apache Street north to the 5th Street ROW. Construction will most likely be deferred to 2015. The Development Improvement Agreement requires financial security be accepted prior to the Certificate of Occupancy of additional units in the development. It is expected the Town will receive the financial security in the next few months, allowing the developer to continue the construction project and receiving Certificates of Occupancy.

PEDESTRIAN PATH BETWEEN S. 8TH STREET AND S. 7TH STREET: Staff continues to work with the property owner of the former City Market building and Citizens Bank for installing a 10' wide pedestrian path along these properties on the north side of the parking lot. This will provide connectivity to the 8th Street intersection traffic light and pedestrian crossing. The streets department may still have good enough weather to delineate the 10-foot wide path in 2014. If the weather becomes challenging, the project will be installed in early 2015.

CDOT QUARTERLY MEETING: The next CDOT quarterly meeting is on Tuesday, December 9, 2014. Council member Egan and staff are confirmed to attend. Any issues or thought for consideration at this meeting should be directed to the Planning Director.



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C. Planning Commission – Discussion was opened for comments and discussion of non-agenda items – none received.

D. Upcoming Scheduled Town Meetings are as follows:

Planning Commission Meeting:

- Tuesday, December 09, 2014 at 5:30pm in Town Hall
- Tuesday, January 13, 2015 at 5:30pm in Town Hall

Historic Preservation Board meetings:

- Wednesday, December 03, 2014 at 5:15pm in Town Hall.
- Wednesday, December 10, 2014 at 5:15pm in Town Hall.
- Wednesday, January 14, 2014 at 5:15pm in Town Hall.

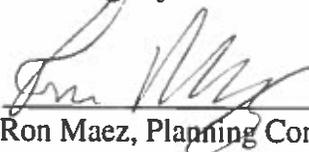
Town Council Meetings:

- Thursday, November 20, 2014 at noon in Town Hall.
- Tuesday, December 02, 2014 at 5pm in Town Hall

Parks and Recreation Board Meeting:

- Wednesday, December 10, 2014 at 5:30 pm in Town Hall

X. Adjournment- Upon motion duly made, the meeting adjourned at 7:20 PM.



Ron Maez, Planning Commission Vice-Chair