

MINUTES
CARBONDALE PLANNING AND ZONING COMMISSION
Thursday February 13, 2020

Commissioners Present:

Ken Harrington, Vice-Chair
Nick Miscione
Jay Engstrom
Jade Wimberley

Staff Present:

Janet Buck, Planning Director
Mary Sikes, Planning Assistant

Commissioners Absent:

Michael Durant, Chair
Marina Skiles
Jeff Davlyn
Nicholas DiFrank (1st Alternate)

Other Persons Present

Ralph and Pat Wanner

The meeting was called to order at 7:00 p.m. by Ken Harrington.

January 30, 2020 Minutes:

Jay made a motion to approve the January 30, 2020 minutes. Nick seconded the motion and they were approved unanimously.

Public Comment – Persons Present Not on the Agenda

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

Election of Vice-Chair

A motion was made by Jade to reappoint Ken Harrington as Vice-Chair. Nick seconded the motion and he was approved unanimously.

PUBLIC HEARING – Subdivision Exemption

Location: 1328 Barber Drive

Applicant: Patricia Wanner

Janet stated that this is a public hearing to consider an application for a Subdivision Exemption. She said that the Planning Commission is required to hold a public hearing and approve the application, deny it or continue the public hearing.

Janet said that this property is zoned Multiple-Family Residential District (R/MF) in the Crystal Village PUD. She said that there is an existing triplex, which was constructed in

1994, which is located on the property. She stated that the applicant would like to subdivide the parcel into three lots.

Janet stated that the project was developed in conformance with the zone district criteria. She said that the proposed lots would also comply with the zoning.

Janet said that two parking spaces are required for each dwelling unit. She stated that each triplex unit has a single car garage with one space in the driveway for a total of two spaces per unit. She stated that the parking is in compliance.

Janet said that Block 25 was subdivided into Lot 1 and Lot 2 in 1993. She stated that at that time, the utility service lines were described as “spaghetti” style of services because they crisscross each other towards the front of the lot. She said that as a result, the plat which was approved at that time included a 20 ft. wide utility easement along the front of the lot. She explained that the utility easement would be retained on this plat as well to allow maintenance and repair of the service lines.

Janet said that a gas line extends along the north side of the lot towards the rear of the parcel. She said that there is an existing 15 ft. wide utility easement in this location. She said that the gas service lines then extend out from the rear of the parcel to each townhome unit. She said that the draft plat shows a large utility easement would be located in this area for maintenance and repair of those utility lines. She said that shallow utilities are also located in this area.

Janet said that each unit has separate utility meters.

Janet said that the UDC does not require a surveyed plat to be submitted for a Subdivision Exemption application.

Janet stated that if this is approved, the applicant would be required to have a Subdivision Exemption plat prepared by a licensed surveyor. She said that all of the utility easements, including the gas line easements, will need to be shown on that plat as well as the accurate location of the service lines (as-builts). She stated that there is a condition that the plat would have to be reviewed and approved by Town Staff prior to recordation.

Janet said that the driveways for 1330 and 1332 are connected. She stated that the lot line should be adjusted to line up with the joint of the driveway, if possible. She said that the party wall agreement should address the maintenance of the shared driveways in the future.

Janet stated that a Party Wall Agreement was submitted with the application. She said that this agreement only addresses the party wall between each unit. The party wall should be expanded to cover maintenance of the roof and the re-siding the triplex as a common element.

Janet said that the sewer service lines are located under the driveways. She said that the party wall agreement should address damage and replacement of driveways due to work on utility service lines.

Janet stated that Park Development, School District and Fire District fees are due at the time of subdivision. She said that these fees have been made conditions of approval.

Discussion

- Boundaries of the shared driveway.
- Do they need an access easement for the driveway?
- Does each unit have access to their utilities?
- Does the property next door have shared driveways?

Ralph Wanner, **36 Meadow Court** said that he built both buildings in 93-94. He explained the layout of the driveway and said that each driveway was twelve feet in width.

Pat Wanner, **36 Meadow Court** said that she is here on behalf of her parents that live in North Dakota. She said that their intention is to sell these units separately because they are getting older. She said that they have been managed by a property management company over the years. She said that it would be an asset to Carbondale to have more units for sale.

Jay said that the drawings in the packet are as-builts. He said that after the survey if the utilities were different a unit might not have access to their utilities.

Janet explained that Town Staff would need to approve the survey.

Ralph explained that it was a fanned shaped lot and that the utilities had not been laid out correctly.

Jay asked if the water main was under the driveway.

Ralph said that it was in the street and that it goes straight in.

Jade asked why the application was an exemption.

Janet explained and read the definition from the code. She said that it is three lots or less.

Jade said that it was a win win for everyone.

Janet asked if there were firewalls.

Ralph explained that there were and that they were tested by an extensive fire in the middle unit. He said that the Building Official at the time gave the firewalls an A+.

Motion to close the comment portion of the public hearing

Jay made the motion to close the comment portion of the public hearing. Nick seconded the motion and it was approved unanimously.

Motion

Nick made a motion to approve the Subdivision Exemption with the recommended findings and conditions in the Staff report. Jay seconded the motion and it was approved unanimously.

Yes: Ken, Nick, Jay, Jade

No: none

Staff Update

Janet said that the final documents for 1201 Main Street were approved on Tuesday night.

Janet said that Main Street Marketplace will be submitting their first three building permit applications in a few months. She said that they will be working on the infrastructure in the meantime as they have submitted their letter of credit.

Janet said that she is scheduled to meet with the Forest Service and that they have had several meetings. She said that their plans are still evolving and that she went to the open house on First Friday.

Janet said that she saw Tristin a former Commissioner and that he's working back in town. The Commission suggested reaching out to him to see if he was interested in applying for the open seat.

Janet said that we had another applicant that lives out of town and that Jade will be moving so she will have the second out of town seat on the Commission.

Janet said that the work session is Tuesday with the Board and that is the only item on the agenda.

Discussion Forest Service and Dangerous Pullouts

- Intersection at Weant Blvd and Main Street needs help, stop sign on Main?
- Make an obvious crosswalk across Main Street from Mi Casita.
- Sidewalk improvement from Main Street to Sopris Park along Weant Blvd.
- Can the older building to the south of the Forest Service Building be moved and relocated?
- Can the chimney and other building materials be re-used?
- Where is the location of the trees and the bench on their site plan?
- Is the rear addition to the south historical?

- Janet has made some suggestions, a living wall and a bigger window to replace several smaller windows.

Commissioner Comments

Jade brought up 1201 Main Street, south driveway out of Sopris Liquors, is taking a left over a double yellow line illegal? It is a dangerous maneuver at this location and a bicyclist was hit here recently.

Jade said that she is turning 50 on Monday but that she would be at the work session on Tuesday.

Motion to Adjourn

A motion was made by Jay to adjourn. Nick seconded the motion and the meeting was adjourned at 7:50 p.m.