

**AGENDA  
 CARBONDALE BOARD OF TRUSTEES  
 WORK SESSION  
 CARBONDALE TOWN HALL  
 MARCH 20, 2018  
 6:00 P.M.**

<b><u>TIME*</u></b>		<b><u>ITEM</u></b>	<b><u>DESIRED OUTCOME</u></b>
<b>6:00</b>	<b>1.</b>	<b>Colorado Communities for Climate Change Presentation</b>	<b>ATTACHMENT A Discussion</b>
<b>6:30</b>	<b>2.</b>	<b>Northwest Colorado Cultural Heritage Program</b>	<b>Discussion</b>
<b>7:00</b>	<b>3.</b>	<b>Joint Meeting with the Planning &amp; Zoning Commission  a. 2018 Work Plan  b. Child Care Zoning</b>	<b>ATTACHMENT B Discussion</b>
<b>9:00</b>	<b>4.</b>	<b>Adjourn</b>	

**\* Please Note Times Are Approximate**



## Colorado Communities for Climate Action

March 2018

Colorado communities with climate-protection goals are grappling with the reality that local actions alone will not achieve them. Local governments also need a better framework of state and federal climate policies to enable them to be more effective in their local climate actions.

Colorado Communities for Climate Action is a new coalition advocating for state and federal actions to complement local climate-protection actions and protect Colorado's climate for current and future generations. The coalition is comprised of 16 local governments, which together represent more than one-eighth of all Coloradans.

### Benefits of the Coalition

#### Collaboration

Working together through Colorado Communities for Climate Action, local governments can and do influence state and federal actions more than individual jurisdictions can alone.

Also, CC4CA works for strong collaboration between state and local governments, maximizing the return on local efforts.

#### Cost-Effectiveness

One obstacle for local governments wanting to influence state and federal policies is the expense of advocacy. Pooling resources to secure professional representation is the most cost-effective way to get the professional services local governments need to be effective on climate matters at the state and federal levels.

#### Local Support

The coalition also offers networking opportunities to members, and produces analyses and materials in support of coalition and member priorities and actions.

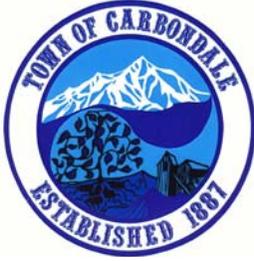
### Current Policy Priorities

Colorado Communities for Climate Action works to shape state and federal climate policy.

By unanimous consent, coalition members have identified CC4CA's policy priorities, which include:

- Supporting in the General Assembly pro-climate bills and opposing bills undercutting state or local climate authority. The coalition has retained Frontline Public Affairs as its lobbyist before the state government.
- Advocating for specific state actions that are sufficient to meet the climate goals set by Colorado Governor John Hickenlooper in 2017, and also to meet a new, long-term goal that CC4CA urges the state to adopt, for an 80 percent reduction in state heat-trapping emissions by 2050.
- Representing local interests in state agency proceedings on climate protection, energy efficiency, and clean energy.

CC4CA also advocates for continued and strengthened federal climate actions and against efforts to roll back federal policies and programs.



**TOWN OF CARBONDALE  
511 COLORADO AVENUE  
CARBONDALE, CO 81623**

## Board of Trustees Agenda Memorandum

Meeting Date: March 20, 2018

**TITLE:** Board of Trustees/Planning and Zoning Commission Work Session

**SUBMITTING DEPARTMENT:** Planning Department

**ATTACHMENTS:** Draft PUD Policy

### **BACKGROUND**

The Board of Trustees asked to meet with all of the Town Boards and Commissions. The Planning and Zoning Commission is scheduled to meet with the Board on March 20, 2018.

The current Planning Commission is comprised of the following members:

Michael Durant (Chair)	Marina Skiles
Yuan Ruiz (Vice-Chair)	Ken Harrington
Jennifer Gee DiCuollo	Jeff Davlyn
Gavin Brooke	Nick Miscione
Jay Engstrom	

### Current Development Review Projects

Last year was a busy year for the Planning Commission. Some of the larger projects which were reviewed included:

- RFSD Teacher Housing – Rezoning and Major Site Plan Review
- Lot A – Crystal Village PUD #3 – Plat Amendment and Site Plan Review
- Sopris Lodge Assisted Living Facility – Rezoning and Major Site Plan Review
- 1<sup>st</sup> Bank–Carbondale Marketplace – Administrative Site Plan Review/SUP
- Stein Major Development – Rezoning to MU and Major Site Plan Review

- Main Street Marketplace – West Main Street - Rezoning PC to MU
- Roaring Fork Village PUD Amendment – CRW Zone District – add ADUs

Another significant project was the appeal of an administrative decision to issue a building permit for property located at 728 Euclid. This item moved to District Court and is currently in the process.

This year looks like it will remain on track as far as development review. The Planning Commission has already held a public hearing on a new iteration of the Thompson Park Development. A Site Plan Review application to construct 30 rental units in the Kay PUD is pending. Staff has been holding a number of initial or pre-application meetings regarding projects both large and small.

### Amendments to the Unified Development Code (UDC)

The Planning Commission held a number of work sessions on amendments to the Unified Development Code. Some of the more significant amendments include the following:

1. Minor amendments to the Land Use Table
2. Re-visit zoning parameters in R/MD and R/HD (lot area, pervious surfaces, height etc.)\*
3. Expand building design standards in OTR.
4. Require common open space for residential developments.
5. Add mobile home park standards section.
6. Clarify parking requirements in the HCC zone district.
7. Fine-tune solar access section.
8. Move the Standards and Guidelines section to apply to all development.
9. Add the PUD language in the draft PUD policy to the UDC.
10. Clarify criteria for amending PUDs.
11. Revise street tree regulations.
12. Revise parking requirements for day care uses.
13. Technical i.e., plat certificates, lot line adjustment criteria, etc.

\*Clarion is doing some modeling to assist with assessing zoning parameters.

The Planning Commission would like to work with Clarion once the amendments are formulated to avoid creating conflicts in the UDC. This is to ensure code remains formatted and hyperlinked properly.

Once these amendments are done, there would be public hearings before the Planning Commission and the Board of Trustees.

## Planned Unit Developments

The Planning Commission also crafted a draft PUD Policy which has been attached to this memo. It would be good to get Board feedback on the draft policy at this meeting.

In addition, there are a number of goals related to PUDs as follows:

- Re-organize and streamline the PUD zone district book. Print a section of the Zoning District Map for each PUD as a cover sheet for reference.
- Create a matrix which lists the zoning parameters, development standards and fees in the Town's PUDs to simplify administration of the PUDs (approximately 40 PUDs).
- Place the PUD maps and zone district text on the Town's website for easy public access.
- The organization will assist in determining an appropriate zone district for any conversion of a PUD to a straight zone district.

## Mapping

Staff hopes to continue to work on mapping this year. One of the goals is the development of a new map which overlays the Future Land Use Map from the 2013 Comprehensive Plan onto the Town's Zoning District Map. The purpose of this is to achieve the following goals:

- Assist developing a long-term strategy to bring the two maps into harmony.
- Identify the most appropriate zone districts for properties.
- Provide a stepping stone to approach property owners of the smaller PUDs to discuss pros and cons of potential rezonings to base (UDC) zone districts.
- Long term – make sure the Future Land Use Map is correct in land use designations.

Other mapping projects include:

- Work with the County to provide current assessor parcel data for Zoning District Map
- PUD overview map
- RVR Phase Map

- Staff training on how to utilize new Town mapping

### Housing

Many changes were done during the development of the UDC to promote affordable housing. These include:

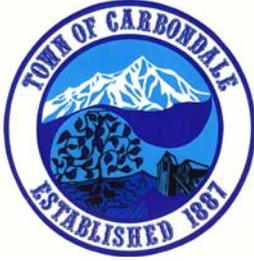
- Added new live/work use.
- Eliminated minimum size of dwelling units to allow micro-units.
- Reduced parking requirements for residential units, particularly smaller dwelling units. Eliminated the guest parking requirement.
- Reduced setbacks in the OTR, R/MD, and R/HD zone districts, i.e., 5 ft. front yard setback in the R/HD zone district.
- Requirement that residential developments provide a variety of housing types, such as a combination of duplex, stacked tri-plex/quad-plex, live/work, townhomes, apartments and single family units in a range of sizes.
- Streamlined and clarified the land use process.
- Created New Mixed Use Zone District (no ratio between commercial vs. residential)
- Added new uses: Adult Day Care, Assisted Living Facility and Nursing Home.
- Allowed ADUs as conditional uses in the R/MD and R/HD zone districts instead of Special Review.
- Created an Administrative and Minor Site Plan Review process where Staff or the Planning Commission are the approving authority for smaller residential developments depending on the number of units. Larger residential units still are considered by the Board.

Under these new regulations, Staff has reviewed and approved a number of Accessory Dwelling Units. The Planning Commission has been able to review larger residential developments under a streamlined process where the Planning Commission is the approving authority. Two properties have been rezoned to the new Mixed Use zone district. An Assisted Living Facility has recently been approved. Smaller residential units have been proposed, i.e., a triplex with three 320 sq. ft. residential units. The smaller setbacks and reduced parking standards have been utilized. Overall, the new regulations appear to be working well.

Staff and members of the Planning Commission will be present at the meeting to discuss these items.

Prepared By: Janet Buck

JH  
Town Manager



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## **Draft PUD Policy**

### **BACKGROUND**

On February 21, 2017, there was a work session between the Planning Commission and the Board of Trustees. At the work session, the Planning Commission had indicated that it would work on a PUD policy for the Board's consideration.

At its June 15, 2017 meeting, the Planning Commission reviewed a draft framework for PUD policies. Mark Hamilton, the Town Attorney, was present at the meeting. On July 13, 2017, the Planning Commission reviewed the framework, and made a few revisions. At the end of the meeting, the Commission unanimously recommended that the Board accept the PUD policy as outlined below:

- 1. Development of a new map which overlays the Future Land Use Map from the 2013 Comprehensive Plan onto the Town's Zoning District Map. The purpose of this is to achieve the following goals:**
  - Assist developing a long-term strategy to bring the two maps into harmony.
  - Identify the most appropriate zone districts for properties.
  - Provide a stepping stone to approach property owners of the smaller PUDs to discuss pros and cons of potential rezonings to base (UDC) zone districts.
  - Long term – make sure the Future Land Use Map is correct in land use designations.
- 2. If an application comes in for a zone text amendment or redevelopment of a PUD, Town Staff works with the property owner(s) on a case-by-case basis to determine if the PUD can be converted to a straight zone district.**
- 3. Create inventory of PUDs**
  - Sort and list PUDs by number of lots (i.e., 1 lot, 2-5 lots, 6-15 lots, 16 lots and over)
  - Do a visual assessment and determine what has been constructed on the property.

#### 4. Organization of PUD Book

- Re-organize and streamline the PUD zone district book. Print a section of the Zoning District Map for each PUD as a cover sheet for reference.
- Place the PUD maps and zone district text on the Town's website for easy public access.
- The organization will assist in determining an appropriate zone district for any conversion of a PUD to a straight zone district.

#### 5. Amend the UDC to add language that if a PUD is being amended, the Town may add conditions to require that the development be compatible with new community policies or regulations which have been implemented since the original PUD approval.

Draft language for UDC:

- a. During the review of a proposed PUD amendment, the Planning Director, the Planning and Zoning Commission, or the Board of Trustees may require such conditions of approval as are necessary to ensure that the development will be compatible with current community circumstances. Conditions may be applied to portions or aspects of the project which are the subject of the amendment request or other portions or aspects of the project. Conditions may include adherence to any new community policies or regulations which have been implemented since the original PUD approval or that reflect changed or changing community circumstances as they affect the project's entitled allowances and limitations including material representations and commitments. The applicant may withdraw the proposed amendment at any time during the review process.
6. **Let property owners know that the Planning Commission can initiate a rezoning (UDC Section 2.4.1.B) so there would be no fees associated with the rezoning of a PUD. It would be a Town application so the Town would handle the public noticing, including the costs.**