

**WOODLAND PARK PLANNING COMMISSION
WOODLAND PARK CITY HALL COUNCIL CHAMBERS
220 W. SOUTH AVENUE, WOODLAND PARK, CO
MEETING MINUTES *for* FEBRUARY 27, 2020 – 7:00 PM**

1. **ORDER AND ROLL CALL:** Chairman Jon DeVaux called the meeting to order at 7:04 p.m. Other Commissioners present: Vice-Chair Geoff Watson, Lee Brown, Ellen Carrick, Vickie Good, Larry Larsen, Jerry Penland, and Peter Scanlon. Commissioner Ken Hartsfield was absent. Planning staff present: Planning Director Sally Riley and City Planner Lor Pellegrino.
2. **PLEDGE OF ALLEGIANCE:** Chairman DeVaux led the Pledge of Allegiance.
3. **APPROVAL OF MINUTES:** Minutes from the February 13, 2020 meeting were approved unanimously as presented.
4. **PUBLIC HEARINGS:** None.
5. **REPORTS:**
 - A. Chairman's Report: None.
 - B. Commissioner's Reports: None.
 - C. Planning Director's Report: Director Riley stated she believed there would not be a need for another work session until the April 9, 2020 meeting. She noted that there will be a meeting on March 26, 2020 where two quasi-judicial cases would be presented. One being a Flood Hazard Development Permit (FHDP) for a new single-family home on Valley View Drive, and the other being a Minor Subdivision Plat for the Mallett's commercial property on W. Bowman Avenue.

She thanked Commissioners Carrick and Good for their participation in the Placemaking Meeting held last night. Commissioner Carrick relayed that there were 60-70 citizen participants that were divided into small groups where each discussed facade improvements, signage, and walkability in the downtown area. She felt it was a very positive and enjoyable meeting. Commissioner Good added that many of the groups relayed that lack of proper lighting seemed to be an issue to promote the perception of an active community at night. She said that there were many good ideas, with some in the business community stating the need for additional funding, while others stated the felt that funding was adequate. She enjoyed the fact that some of the Placemaking projects have already been accomplished, such as the additional parking signage. Director Riley said that we are fortunate to have such a strong group of partners that are meeting monthly to continue the Placemaking strategies. Those partners are the Main Street program, some DDA members, business owners, the Chamber of Commerce, the Arts Alliance, and local City government. They are currently planning on a downtown clean-up project in June, and she would keep the Commission apprised of all the opportunities for involvement.

Director Riley next updated the Commission on the upcoming Comprehensive Plan update. The Request for Proposal (RFP) was sent a few weeks ago. There was a pre-proposal meeting held last week with seven consulting firms attending. Their proposals are due on March 6. There will interviews scheduled for three or four of the top scoring firms on March 18. She asked that at least one Planning Commissioner assist with the interviews, and that those that may be interested can discuss this with her after the end of tonight's meeting.

Director Riley announced that this past Monday the City received a \$50,000 grant from DOLA (Department of Local Affairs), which will pay for half the cost of the Comprehensive Plan.

Commissioner Larsen asked if any of the firms were local, to which she replied that three were based in Colorado Springs.

Director Riley concluded her report by stating there was a Town Hall meeting on February 25 sponsored by the Chamber of Commerce, where the Chamber, along with Carol Harvey's assistance, compiled a Blue Book (guideline) outlining the pros and cons of the proposed eleven City Charter Amendments. She would make this Blue Book available to any of the Commissioners who would be interested. Upon Commissioner Good's inquiry, Director Riley explained that these amendments would involve a public voting process.

6. ADJOURNMENT: The meeting adjourned at approximately 7:11 PM.

7. WORK SESSION:

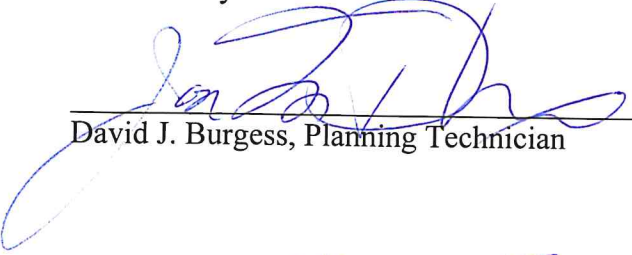
- A. Continued discussion of single-family uses in multi-family zones: The work session began with Commissioner Scanlon describing his experience with the Habitat for Humanity project in Fountain, CO. Commissioner Scanlon explained that the Fountain project provided a type of affordable housing in a higher density design that could work in Woodland Park. As a result, he would support amending the MC to allow for single family in the MFS and MFU if the standards are reasonable.

As another example of a higher density single family project, Director Riley reviewed the staff memo and handouts for the Presidio Patio Homes. This project was designed with 38 homes on 8.7 acres (4.37 units per acre) to be constructed on Tract F, Shinning Mountain Golf Course in 2008. Although the project was never constructed due to the Great Recession, the Commissioners reviewed the Presidio Patio Homes standards as a guide. Chairman DeVaux walked the Commissions through the standards for consideration including:

1. Minimum lot size (consensus of 5,000 SF)
2. Minimum lot frontage (consensus of 40 feet)
3. Minimum setbacks (consensus of front & rear = 25' and sides = 8' per lot)
4. Minimum building footprint (consensus 1,000 SF excluding garage)
5. Parking (2 spaces per unit)
6. Open Space (currently 40% for MF residential per §18.33.180. B.1.a.)
7. Buffers and protection areas (fencing and landscaping requirements)
8. Maximum density (consensus of 4 units per acre)

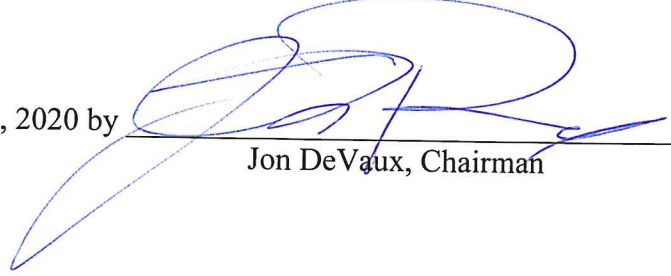
It was agreed to hold another work session to discuss version 4 of the draft ordinance on March 12, 2020. This work session concluded at approximately 9:00 PM.

Recorded by:



David J. Burgess, Planning Technician

Approved this 27 day of FEB, 2020 by



Jon DeVaux, Chairman