

City of Excelsior
Planning Commission Meeting
Minutes
Wednesday, February 3, 2010
Council Chamber, City Hall, 339 Third Street
7:00 P.M.

1. CALL TO ORDER

Vice Chair Gaylord called the meeting to order at 7:00 p.m.

2. ROLL CALL

Commissioners Present: Busch, Putnam, Gaylord, Wallace, Macaluso, and Vice Chair Gaylord

Commissioners Absent: Craig and Gephart

Also Present: City Planner Richards, City Attorney Staunton, and City Planner Fuchs

3. APPROVAL OF MINUTES

(a) Planning Commission Meeting of January 5, 2010

Gaylord asked if anyone had any additions or corrections to the Minutes.

It was moved by Commissioner Putnam, and seconded by Commissioner Wallace, to approve the Minutes of the Planning Commission Meeting of January 5, 2010. Motion carried 5/0.

4. PENDING ISSUES/PROJECTS

(a) Appoint Liaison to City Council

Commissioner Busch will serve as the Planning Commission liaison to the February 16, 2010 Council meeting.

5. PUBLIC HEARINGS - (Con't)

(a) None

6. PUBLIC HEARINGS

(a) None

7. UNFINISHED BUSINESS

(a) Review of Planning Commission Role

Staunton presented a PowerPoint presentation of the role of the Heritage Preservation Commission Process for Review of Site Alteration Permits. He explained that the group has a vital role in ensuring the City's heritage preservation program is being implemented.

Staunton explained the two fundamental types of decision making processes within jurisdictions that being quasi-judicial decision making processes and legislative decision processes.

The Heritage Preservation Commission discussed the presentation and their defined role within the City's land use decision processes.

Staunton elaborated that the Heritage Preservation Commission can make decisions based on Heritage Preservation Program guidelines allowing for their review of site alteration permit decisions of any designated site and district within the City of Excelsior.

The Heritage Preservation Commission discussed the scope of their reviews based on the adopted guidelines contained in City Code, limits to their review based on the specifics of a proposal, and their obligations to prepare the necessary findings to ensure conformance to the Secretary of the Interior's Standards for Rehabilitation.

(b) Guidelines for Residential Areas

The Residential Design Guidelines Subcommittee will be meeting at 6:00 PM prior to the February 3, 2010 Planning Commission meeting. Please find attached information from the Ft. Collins, Colorado Zoning Ordinance on building compatibility and garage doors. This should assist us as we discuss the draft language found in Section 17-5 of the Zoning Ordinance.

Also, please find attached a diagram showing a potential light plane envelope for a typical, small R-2 District lot. This is just an example for discussion and consideration.

(c) Update of Comprehensive Plan

Please be advised that the Community Development Committee of the Metropolitan Council met on January 19, 2010 and unanimously recommended the Comprehensive Plan as well as the Master Parks, Trails, and Walkways Plan. The Metropolitan Council unanimously approved the plans at their January 27, 2010 meeting. The plans are now official and are in effect.

8. NEW BUSINESS

(a) Parking Report Recommendations

The City Council, at their January 19, 2010 meeting, discussed the Planning Commission recommendation on the conclusions of the Parking Action Task Force Report. The following directive of the City Council was acted upon:

The City Council "directed the Planning Commission to work on the following conclusions and recommendations brought forward by the Parking Action Task Force: Items 3, 4, 8a, 6 and 7." The motion carried 5/0.

The order in which the items are placed also reflects the priority of the conclusions. The City

Council suggested that the Planning Commission bring forward their recommendations and Zoning Ordinance amendments as they are completed and not wait for all of the items to be addressed.

The Planning Commission should decide if the group as a whole will begin work on Items 3, 4, and 8a or if a Subcommittee be formed. These three items shall be relatively straight forward and an ordinance change could be made within a month or two.

(b) Land Use Options for Galpin Lake Properties

At the August 3, 2009 work session the Council discussed issues associated with the property located at 712 and 734 Galpin Lake Road. Council directed staff to contact the real estate agent and owner of this property to find out the issues they perceive with this property. Listed below are their perceived issues:

1. Zoning

- Retail and office uses have been interested in the property because of the highway exposure, but are unable to utilize the property due to the zoning.
- The property looks like a traditional commercial property because it is between two commercial developments (Hilltop Family Restaurant and Ridgeview Medical Center).

2. Hardcover Requirements

- The current hardcover requirements are difficult to meet, but the allowances that were made for Ridgeview Medical Center are more palatable. If the City is willing to allow the same hardcover requirements for this property, the requirements should be changed.

3. Size of the Property

- If the City would be willing to vacate Galpin Lake Road, the property would be larger and more marketable.

4. Historic Home

- Bill Wolfson, the real estate agent for the property will encourage potential buyers to utilize the historic home. However, it would be helpful to know the City's expectations regarding the home. Are they willing to have the home demolished?

5. Unclear Expectations

- With the City recently rejecting an application, potential buyers are unsure what the City is willing to accept. What is the City willing to accept?

There will more than likely not be enough time to discuss this item, but the Council should identify any items they want researched by staff. This topic will be placed on a future work session agenda if it is not discussed on January 4th.

Please find below an excerpt of the minutes from the August 3, 2009 City Council work session:

FROSTAD PROPERTY

Luger said that at the August 3, 2009 Work Session meeting the Council discussed issues associated with the properties located at 712 and 734 Galpin Lake Road. Council directed staff to contact the real estate agent and owner of the properties to find out the issues they perceive with these properties, which was outlined in a staff memorandum. The Council should identify any other items that they want researched by staff.

The Council discussed what options to consider. The Council was in agreement that they wanted to see something done with these properties before they deteriorate more. The Council decided to forward this to the Planning Commission with direction to study the properties and bring back several options for the City Council's consideration. Some options for consideration might be redevelopment or rezoning; to continue with the properties 'as is' should not be an option for consideration. Staff was directed to forward this to the Planning Commission to discuss at the February meeting.

The Planning Commission should further discuss this at their February 3, 2010 meeting. It should be determined if this should be undertaken by the Planning Commission as a whole or if a subcommittee should be formed.

(c) Paperless Agenda Packets

Fuchs reported that the Planning Commission's agendas and packets would now be distributed by electronic mail (pdfs), but that a paper copy could be requested by those without access to a computer.

(d) Schedule Dates for Additional Work Session(s)

The Planning Commission decided to hold off on scheduling any additional Work Sessions beyond the subcommittee meetings and the joint City Council Planning Commission meeting to discuss the Galpin Lake Properties.

9. COMMUNICATIONS & REPORTS

(a) None

10. MISCELLANEOUS

(a) Recent City Council Actions

Staunton updated the Planning Commission on recent City Council actions.

11. ADJOURNMENT

Commissioner Putnam moved, and Commissioner Busch seconded, to adjourn the meeting at 9:15 p.m. Motion passed 5/0.

Respectfully submitted,

Ronald G. Fuchs
City Planner