



**CITY OF MANITOU SPRINGS
PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, June 8, 2016**

I. CALL TO ORDER

A Regular meeting of the Manitou Springs Planning Commission was held in Council Chambers @ 606 Manitou Avenue. Vice Chair Vrobel called the meeting to order at 6:00pm and declared a quorum present. The following Commission members were in attendance:

PRESENT: Vice Chair JEANNE VROBEL
Commissioner TIP RAGAN
Commissioner JULIE WOLFE
Commissioner LORI BURRIS

ABSENT: Chair ALAN DELWICHE (Excused)
Commissioner GLORIA LATIMER (Excused)
Commissioner MIKE CASEY(Excused)

STAFF: Wade Burkholder, Planning Director
Michelle Anthony, Senior Planner
Karen Berchtold, Planner
Sherri Johnson, Planning Technician

GUESTS: Darcy White, Clarion - Project Manager
Charlie Brennen, Clarion
Julie Baxter, Clarion Hazard Mitigation Plan Lead
Matt Prosser, EPS - Economic and Housing

Vice Chair Vrobel reviewed the meeting procedures for everyone present and asked if any Commissioner had Ex Parte Contacts or Conflicts of Interest to declare. Hearing none, the meeting continued.

II. APPROVAL OF MINUTES

ITEM 1. May 11, 2016

MOTION:
Commissioner Ragan moved to approve the May Minutes as presented.

SECOND:
Commissioner Vrobel seconded the motion.

DISCUSSION:
There was no discussion regarding the motion.

VOTE:
Motion passed 3-0, Commissioner Burris abstained as she was not present for the May meeting.

III. NOTICE OF COUNCIL ACTION

ITEM 2. RE 1601 - Rezoning (General Residential to Open Space – Public Hearing) - 0 Dudley Road - City of Manitou Springs, Applicant. *At the June 7, 2016 regular meeting, Council approved the rezoning on first reading and scheduled the public hearing on June 21.*

ITEM 3. AP 1602- Appeal of Planning Commission Affirmation of Planning Director Rejection of Traffic Study Submitted under CU 1207 - 515 Ruxton Avenue - Spencer Wren on behalf of Manitou & Pike's Peak Railway, Applicant. *At the Public Hearing on May 17, 2016, City Council denied the Appeal and upheld the Planning Commission's action, with modification to the requirement for a full, Traffic Impact Study. Council also affirmed the requirement for a new Conditional Use Permit for the business operations.*

ITEM 4. CU 1207 – Recommendation for Revocation of Conditional Use Permit (Paid Parking Operation) - 515 Ruxton Avenue - Spencer Wren on behalf of the Manitou & Pikes Peak Railway, Applicant. *At the Public Hearing on May 17th, City Council took no action on revocation. Staff reported the lines of communication with the Cog Railway were open and applications were expected to be submitted in the future. No dates or deadlines for anticipated submission had been set.*

ITEM 5. An Ordinance of the City of Manitou Springs, Colorado, Amending Certain Sections Of Chapter 18.30 Regarding the Procedures Related to Conditional Use Permits and Creating a Minor Conditional Use Permit. *At the June 7, 2016, meeting City Council adopted the ordinance on first reading and set the public hearing for June 21.*

ITEM 6. An Ordinance of the City of Manitou Springs, Colorado, Adding a New Chapter 18.89 Concerning Vacation Rentals in the City Of Manitou Springs and Adding a New Definition of Vacation Rentals. *At the June 7, 2016, meeting City Council adopted the ordinance on first reading and set the public hearing for June 21.*

ITEM 7. Discussion Regarding the City's Long-Term Commercial Lodging Ordinance/International Fire Code Requirements. *At the June 7, 2016, meeting City Council determined that it would make no provisions that would allow properties to go without installing a Fire Suppression System (sprinklers) if a change of occupancy required this under the current Fire Code.*

ITEM 8. Ordinance No. 1816, an Ordinance of the City of Manitou Springs, Colorado, Amending Sections 18.60.010, 18.08.050, and 18.08.060 of the Manitou Springs Municipal Code and Adding a New Chapter 18.86 Concerning Long-Term Occupancy Lodging in Hotels and Motels in the Downtown and Commercial Zone Districts and Repealing Section 1.01.020 and Chapter 5.06 of the Manitou Springs Municipal Code. *At the June 7, 2016, meeting City Council adopted the ordinance on second reading. Staff noted there was discussion regarding those properties in the Urban Renewal area being able to apply for funding assistance for required improvements.*

ITEM 9. **CU 1601, CU 1602 and CU 1603** – Conditional Use (Multi-Use Inn) – 336, 302 and 328 El Paso Boulevard (Onaledge, Red Crags and Rockledge) – Don Goede for Katspaw, LLC., Applicant. *Staff reported that there was significant discussion at the June 7, 2016, City Council meeting regarding these requests. Council postponed action to the July 19 meeting to allow the Applicant and Staff additional time to work on the proposed conditions of approval.*

IV. UNFINISHED BUSINESS

ITEM 10. V 1510 - Front Setback Variance (Allow New Dwelling Unit Construction) - 356 Ruxton Avenue - Todd Liming on behalf of Joel Grotzinger, Applicant

ITEM 11. V 1512 – Lot Size/Density Variance (Allow Additional Dwelling Unit) - 356 Ruxton Avenue - Todd Liming on behalf of Joel Grotzinger, Applicant

MOTION:

Commissioner Ragan moved to postpone **V1510** and **V 1512** to the July meeting.

SECOND:

Commissioner Vrobel seconded the motion

DISCUSSION:

There was no further discussion.

VOTE:

Motion passed, 4-0

ITEM 12. MNS 1504 - Minor Subdivision (Create One Lot) - 107 Oak Place - Andy Wells, Applicant

MOTION:

Commissioner Ragan moved to postpone **MNS 1504** to the regular July meeting.

SECOND:

Commissioner Vrobel seconded the motion

DISCUSSION:

There was no further discussion.

VOTE:

Motion passed, 4-0

ITEM 13. V 1603 - Side Setback Variance (2.2' Setback) - 327 Manitou Ave. –Todd Liming on behalf of Happy Cats Haven, Applicant

MOTION:

Vice Chair Vrobel moved to postpone indefinitely **V1603** for a Side Setback Variance.

SECOND:

Commissioner Ragan seconded the motion.

DISCUSSION:

There was no further discussion.

VOTE:

Motion passed, 4-0

ITEM 14. MJR 1601 – Major Development (Expand a 3-Story Building) – 327 Manitou Avenue – Todd Liming on behalf of Happy Cats Haven, Applicant

MOTION:

Commissioner Vrobel moved to postpone **MJR 1601** for a Major Development to the July meeting.

SECOND:

Commissioner Ragan seconded the motion.

DISCUSSION:

There was no further discussion.

VOTE:

Motion passed, 4-0.

V. NEW BUSINESS

ITEM 15. CU 1604 - Conditional Use (Review of CU 1413) - 722 Manitou Avenue - Faruk Sahin, Applicant

Senior Planner Michelle Anthony presented the memorandum dated June 1, 2016. The Commission noted Mr. Sahin was not present. Staff recommended that they could either postpone to see if the applicant showed up later in the meeting, or could proceed if they were comfortable doing so. The Commission proceeded.

Commissioner Ragan said the property was kept very well, adding the business was a nice use for the property. He noted, in the past the Commission had indicated it hoped the property would be developed with an infill building in the longer run and if the business proved successful. Commissioner Ragan wanted to go on record that he supported the Conditional Use and hoped this would be stopgap and the property would eventually be brought into more conformity with the rest of the downtown as this would be beneficial for the property owner as well as the community at large

MOTION:

Commissioner Wolfe moved to approve **CU 1604** stating the applicant was in full compliance with CU 1413 and there was no need for further review unless changes were proposed that would exceed the scope of the current approval, or issues or complaints regarding the operation arose.

SECOND:

Commissioner Vrobel seconded the motion.

DISCUSSION:

There was no further discussion.

VOTE:

Motion passed, 4-0

ITEM 16. MNR 1501 - Extension of Minor Development Approval - 119 Lovers Lane – Steve Karr, Applicant

Director Wade Burkholder presented the letter dated May 18, 2016.

Commissioner Vrobel clarified the approval had not yet lapsed and the applicant was asking for the extension before it lapsed. Mr. Burkholder replied that was correct.

Hearing no further questions for staff, the applicant was invited to the podium.

Todd Liming, Planning Matters, 438 N. Prospect St., Colorado Springs, said Mr. Karr had copies of a letter from First Bank, his intended construction lender. He stated soon after the Commission's unanimous vote in July 8, 2015, Mr. Karr went to his banker to discuss releasing the collateral associated with the vacant parcel tied to the Lovers Lane Apartments in order to allow him to obtain a construction loan for the previously approved two-unit dwelling and had been working on this since that time.

Commissioner Vrobel asked if there was any public comment. Hearing none, the Public Hearing was closed.

Commissioner Ragan said he was comfortable with the extension. Commissioner Vrobel agreed because the applicant requested the extension prior to the previous approval expiring. This was not an after-the-fact or retroactive request.

MOTION:

Commissioner Vrobel moved to approve **MNR 1501** for Extension of a Minor Development Approval at 119 Lovers Lane through January 8, 2017.

SECOND:

Commissioner Wolfe seconded the motion.

DISCUSSION

There was no further discussion.

VOTE

Motion passed, 4-0.

VI. OTHER BUSINESS

ITEM 17. Update on Plan Manitou - Consultant and Staff

Planner Karen Berchtold noted there had been three of five meetings in the public engagement series and the process was at an important point. She introduced the Clarion team.

Darcy White and the team discussed the Draft Visions and Goals for Plan Manitou covering 11 topics and took comments, edits and recommendations.

Ms. Berchtold wrapped up the discussion, noting that the social media outreach was continuing and they would be posting a biweekly question on the website. The team was also preparing for “Meetings in a Box”, which was an idea recommended by Commissioner Ragan, and encouraged the Commissioners and members of the public to host their own, small group meetings to gain additional input on the current draft Visions and Goals.

VII. ADJOURNMENT

Hearing no further business, Commissioner Vrobel adjourned the meeting at 9:13pm.

Minutes prepared by Sherri Johnson, Planning Technician