



**CITY OF MANITOU SPRINGS
PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, January 11, 2017**

I. CALL TO ORDER AND ELECTION OF OFFICERS

A Regular meeting of the Manitou Springs Planning Commission was held in Council Chambers @ 606 Manitou Avenue. Chairman Delwiche called the meeting to order at 6:03pm and declared a quorum present. The following Commission members attended:

PRESENT: Commissioner GLORIA LATIMER
Commissioner JULIE WOLFE
Chair ALAN DELWICHE
Commissioner LORI BURRIS
Commissioner JULIA SIMMONS
Commissioner TIP RAGAN

ABSENT: Commissioner MIKE CASEY (excused)
Vice Chair JEANNE VROBEL (excused)

STAFF: Wade Burkholder, Planning Director
Michelle Anthony, Senior Planner

GUESTS: Coreen Toll, City Council Liaison

ITEM 1. Nominations and Election of Chair

NOMINATION:

Commissioner Wolfe nominated Alan Delwiche to continue serving as the Planning Commission Chair.

SECOND:

Commissioner Burris seconded the nomination.

DISCUSSION:

There was no discussion and no other nominations.

VOTE:

Nomination approved, 5-0. (Commissioner Ragan abstained as he was leaving the Commission.)

ITEM 2. Nominations and Election of Vice Chair

MOTION:

Commissioner Wolfe nominated Jeanne Vrobel to continue serving as Planning Commission Vice Chair.

SECOND:

Commissioner Burris seconded the nomination.

DISCUSSION:

There was no discussion and no other nominations.

VOTE:

Nomination approved, 5-0. (Commissioner Ragan abstained as he was leaving the Commission.)

II. APPROVAL OF MINUTES

ITEM 3. December 14, 2016

MOTION:

Commissioner Wolf moved to approve the December Minutes as submitted.

SECOND:

Commissioner Ragan seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

Motion passed, 5-0. (Commissioner Simmons abstained as she was not present at the December meeting.)

III. NOTICE OF COUNCIL ACTION

ITEM 4. RE 1601 through RE 1611 – Rezoning Open Space Parcels. Mr. Burkholder reported he planned to take the second group of rezoning to City Council at the same time as this group and the date for this had not yet been determined.

Mr. Burkholder noted that Plan Manitou would be coming to the Commission in February for a recommendation to City Council.

Chairman Delwiche 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.

IV. UNFINISHED BUSINESS

ITEM 5. RE 1612 - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Spirea Drive (Schedule No. 7405320012) - City of Manitou Springs, Applicant

ITEM 6. RE 1613 - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Peakview Boulevard (Schedule No. 7405445002) - City of Manitou Springs, Applicant

ITEM 7. RE 1614 - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Ridge Road (Schedule No. 7405446002) - City of Manitou Springs, Applicant

ITEM 8. RE 1615 - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Peakview Boulevard (Schedule No. 7405445004) - City of Manitou Springs, Applicant

ITEM 9. RE 1616 - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Spirea Drive (Schedule No. 7405320011) - City of Manitou Springs, Applicant

ITEM 10. RE 1617 - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Spirea Drive (Schedule No. 7405320010) - City of Manitou Springs, Applicant

ITEM 11. RE 1618 - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Spirea Drive (Schedule No. 7405320009) - City of Manitou Springs, Applicant

ITEM 12. RE 1619 - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Columbine Drive (Schedule No. 7405320015) - City of Manitou Springs, Applicant

ITEM 13. RE 1620 - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Columbine Drive (Schedule No. 7405319017) - City of Manitou Springs, Applicant

ITEM 14. RE 1621 - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Crystal Valley Road (Schedule No. 7409101078) - City of Manitou Springs, Applicant

ITEM 15. RE 1622 - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 Oak Place (Schedule No. 7409202040) - City of Manitou Springs, Applicant

ITEM 16. RE 1623 - Rezoning (Hillside Low Density Residential to Open Space – Public Hearing) – 0 El Paso Boulevard (Schedule No. 7404303056) - City of Manitou Springs, Applicant

Ms. Anthony presented the Staff Report regarding these requested dated January 6, 2017.

Ms. Simmons asked if the rezoning to Open Space were consistent with the POST plan and was that plan online. Staff noted that they were consistent with the Parks and Open Space master plan and that document was posted on the City's website.

Chair Delwiche asked if there were any further questions for staff. Hearing none, the meeting was opened for public comment. Hearing no public comment, the Public Hearing was closed.

MOTION:

Commissioner Ragan moved to forward a recommendation for approval of **RE 1612, RE 1613, RE 1614, RE 1615, RE 1616, RE 1617, RE 1618, RE 1619, RE 1620, RE 1621, RE 1622, and RE 1623** for rezoning 12 parcels on Spirea Drive, Peakview Blvd., Ridge Road, Columbine Drive, Crystal Valley Road, Oak Place and El Paso Blvd, (Schedule numbers 7405320012, 7405445002, 7405446002, 7405445004, 7405320011, 7405320010, 7405320009, 7405320015, 7405319017, 7409101078, 7409202040, and 7404303056) from Hillside Low Density Residential to the Open Space designation with the finding that a public need exists and the use as open space and locations are compatible with adjacent land uses.

SECOND:

Commissioner Latimer seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

Motion passed, 6-0.

V. NEW BUSINESS

ITEM 17. MaCUP 1701 – Major Conditional Use (Long Term Lodging) – 23 Manitou Avenue – Susie Brock, owner of El Colorado Lodge, Applicant

Planning Director Wade Burkholder presented the staff report dated January 6, 2016.

Commissioner Ragan clarified that per the Staff Report removal of two of three beds in each unit was necessary to meet the living room square footage requirement of the International Building Code (IBC) and asked if this needed to be a condition of the approval. Mr. Burkholder stated he was in support of adding such a condition.

Commissioner Wolfe asked if alterations were made to the units without prior authorization was there still the option to fine the owner per the Code. Staff clarified the fine option was not being removed, however the municipal judge would need to find a violation existed and then render a fine as appropriate.

Commissioner Wolfe asked for clarification related to two sinks needing to be within each unit. Staff explained the Code required a separate sink for cooking from the sink required in the lavatory.

Commissioner Wolfe asked for clarification whether someone could spend the night with regard to only one person being permitted and what happened if someone had a baby; did the baby make the unit overcrowded per the IBC. Staff explained the maximum gross floor area per occupant is 200 square feet and each unit under this request was only 319 square feet in size. Monitoring will be very difficult and the City was not going to be issuing violation letters or citations if the lessee had overnight guests or a lessee had a baby. If however the City learned there were multiple people living in the unit not on the lease or if a small family moved into one of the units, then that was a violation that began to infringe on the health and welfare of the people staying in each unit due to overcrowding.

Chair Delwiche invited Councilwoman Toll to the podium and asked whether the Affordable Housing Task Force was considering the minimums of 220 square feet per occupant and 220 square feet of living room per occupant. Councilwoman Toll said they were looking at legitimate affordable housing units and that many of the existing units were established without any code compliance.

Chair Delwiche stated many tiny houses were not large enough to meet the code requirement. Councilwoman Toll agreed and stated that zoning changes would need to occur to accommodate those units.

Chair Delwiche concluded he was concerned with only one person being allowed to stay in these units.

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

Susie Brock, 23 Manitou Avenue on behalf of El Colorado Lodge, said she agreed with the recommendation but saw the problem with someone trying to sneak someone else in. She stated people did this already.

Commissioner Wolfe asked if it was different when dealing with people who aren't on a year-long lease. Ms. Brock answered that she has a soft heart so always lets people get behind on rent payments and needed to monitor weekly renters. In a way not doing the long-term rentals was a relief but she lost 20% of revenues in the last quarter. She provided an example regarding renting to one person recently who actually had a family of four.

Commissioner Wolfe asked Ms. Brock if she could still make one person per each of the units work financially. Ms. Brock provided information on previous rentals for just one person in a unit and said it was financially viable.

Commissioner Latimer asked about the neighborhood notifications. Ms. Brock stated she had mailed a letter to surrounding property owners and provided an opportunity for neighbors to attend an open house at her property. She stated there had been no negative comments.

Commissioner Ragan stated he looked favorably on the application; it was a model application and he would support the request. He stated this was a wonderful property and he was confident it would remain compliant with the code.

MOTION

Commissioner Wolfe moved to forward a recommendation to City Council for approval of Major Conditional Use Permit #1701 for the long term rental of units 4, 5, 9, and 11 at 23 Manitou Avenue (El Colorado Lodge) with the following conditions:

1. Only one occupant is permitted for long term lodging in units 4, 5, 9, and 11 based upon the size of the guest room and the requirements of the International Building Code for efficiency dwelling units.
2. Two of the three beds within units 4, 5, 9, and 11 are to be removed from the unit in order to comply with 4(c) of the staff report (Minimum Size : A living room of 22 square feet per occupant is required)

SECOND

Commissioner Ragan seconded the motion.

DISCUSSION

Commissioner Wolfe confirmed the conditions of approval would need to be met before the rental license would be issued. Staff confirmed all conditions and an inspection of the units would occur before issuance of any license.

VOTE

Motion passed, 6-0.

Chair Delwiche stated this item would be heard by City Council at their first meeting in February.

VI. OTHER BUSINESS

Hiawatha Gardens

Chairman Delwiche noted there were a number of questions which had been directed to the Planning Commission in regard to the Hiawatha Gardens property and a comment that there were Planning Commissioners in favor of demolition.

Commissioner Ragan noted he had spoken with the Mayor before there had been any public process or research on the building and, at that time, was not opposed to demolition. However, he knew a lot more information now.

Commissioner Latimer stated she was initially in favor of demolition but now knew more about the property. She felt she was neutral – she understood the need for parking but also understood the need to preserve historical facilities.

Commissioner Burris stated the City could do both – provide parking and preserve the historical building.

Commissioner Ragan asked if there was space to do both a parking garage and keep the existing building. Chairman Delwiche stated this was feasible.

Commissioner Ragan noted there had been recent comments in the paper about businesses wanting to get rid of the neighborhood parking program, which would be terrible for his street (Grand Avenue). He felt the City needed to look at a parking garage instead of taking action that would affect the residential areas. He didn't know whether a structure would even be recommended at the Hiawatha location and there were different opportunities for this kind of improvement, but suggested the City needed to be pro-active instead of reactive in regard to parking.

Commissioner Wolfe stated the City should look at the cost effectiveness of different sites for a parking garage. In the long run the preservation of historic structures was a service to future generations and businesses. More demolition meant less reason to come to Manitou Springs. She stated multi-level parking was more efficient in the use of land.

Council Liaison Toll remarked Councilman Randy Hodges was the President of the Metro District, which owned the Wichita Parking Lot and the District was working on a plan to deck that lot. She also noted the URA Plan for the eastern end of Manitou Avenue also included a possible parking garage in that area.

Commissioner Ragan asked if constructing a parking garage on the Canon Avenue lot was being considered. Ms. Anthony noted this had been looked at a number of years ago and that lot was too small to be feasible for a structure; other lots would be better to consider parking structures on.

Commissioner Wolfe asked how the existing parking lot at the Hiawatha property compared. Ms. Anthony noted the existing lot in back of the building was larger than the Wichita Parking lot.

Council Liaison Toll stated it made sense to have a structure at that location. Commissioner Ragan asked if there was room for both the building and a parking structure. Council Liaison Toll stated she believed so, but the City Council had not been focused on that until the Hiawatha Report was received.

MOTION

Commissioner Ragan moved to forward a recommendation to the City Council to encourage it to explore multi-level parking on various properties and on the Hiawatha property as long as the building remained and the historic features on the inside and outside were preserved.

SECOND

Commissioner Wolfe seconded the motion.

DISCUSSION

There was no discussion regarding the motion

VOTE

Motion passed, 6-0.

VII. ADJOURNMENT

Hearing no further business, Chair Delwiche adjourned the meeting at 7:10pm

Minutes prepared by Michelle Anthony, Senior Planner