



SUMMARY MINUTES OF PLANNING COMMISSION ACTION HELD
FEBRUARY 8, 2022

Planning Commission meeting minutes are not an exact transcript and represent key points and the basis of discussion.

1. **CALLED MEETING TO ORDER– By T. O. Owens at 6:20 P.M.**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF MEMBERS**

Those present: Michael P. Griffith, Tim Knapp, T.O. Owens, Patricia Connell, Doug Magee, Steve Hannan

THOSE ABSENT

Andrew Gay

Motion to excuse Andrew Gay from the meeting

Those voting yes: Knapp, Connell, Magee, Hannan, Owens, Griffith

Those voting no: None

Those absent: Gay

The motion carries 6-0

ALSO PRESENT: Ryan Stachelski, Director of Community and Economic Development; Rob Smetana, City Planning Manager; Emily Grogg, Sr. Ass't. City Attorney; Abigail Ogg, Recording Secretary, Heidi VanGieson, Administrative Specialist, Josie Suk, Manager of Development Systems and Administrative Services; Jonathan Moore, City Planner; Carol Ibanez, City Planner; Allison Trembly, Community and Economic Development Communications and Marketing Manager.

4. **APPROVAL OF MINUTES**

November 16, 2021. The minutes stand approved as printed.

5. **GENERAL BUSINESS**

None

6. **REPORTS**

None

7. PUBLIC COMMENT

There was no one wishing to speak. Public Comment was closed.

8. PUBLIC HEARINGS

An Ordinance Amending The Land Development Code of The City of Arvada Code

Mr. Owens opened the public hearing, and asked staff if the required documents were in order.

Mr. Smetana stated the only required posting is a publication in the newspaper. There were no additions or corrections to the staff report.

Mr. Owens entered into record the staff report and publication.

Mr. Smetana presented each of the proposed amendments to the Land Development Code.

Mr. Owens opened the hearing for comments from the public.

PUBLIC COMMENT

IN FAVOR

None

IN OPPOSITION

Rich Bohling stated his opposition to the proposed changes. He requested staff provide the analysis stated in the staff report and justify why the changes are needed.

Gina Hallisey stated her opposition and requested more opportunities for public input and noticing.

Mike Rawluk stated his opposition and agreed with Mr. Bohling's and Ms. Hallisey's statements.

REBUTTAL

Mr. Owens closed public comment.

QUESTIONS FROM THE COMMISSION

Mr. Hannan asked for an explanation on the minimum alley setback requirements.

Mr. Smetana explained the setbacks would help reduce possible parking and alley encumbrance issues.

Mr. Knapp asked if there was ever a situation where there would be a sidewalk in an alley.

Mr. Smetana stated there is a potential for it, depending on how the alley would be set up.

Mr. Magee asked if the short term rental process has been working well and consistently.

Mr. Smetana agreed and stated everything is working as planned.

Ms. Grogg clarified that the changes to the short term rental process are to make the language consistent.

Mr. Hannan asked if the bicycle committee was contacted for input on the bicycle language change.

Mr. Smetana explained that it was mainly to clarify the language of bike parking requirements.

Mr. Magee asked if the drive to clarify some of the lighting requirements is that the technology has been changing.

Mr. Smetana agreed.

Mr. Griffith asked for clarification on the term director.

Mr. Smetana explained that the director is the Director of Community and Economic Development. He stated the director's discretion varies depending on the area of the code.

Mr. Griffith asked how this reflected with other surrounding cities.

Mr. Smetana stated that it is consistent.

Mr. Griffith asked for clarification if this was already in the process of the Land Development Code 2020 adoption or if this was a new level of authority.

Mr. Smetana stated no changes are being made to the authority of the director with the current set of Land Development Code amendments. He stated the future discussion with Council may or may not change some of those.

Mr. Magee asked for clarification on the changes of the director's role for the neighborhood meeting requirements.

Mr. Smetana explained that it is the same process as was in the previous code, just clarifying the language. He stated that one of the changes in the redline is being pulled back.

Mr. Magee asked for clarification on the term "closest zoning district" when referring to accessory building and fence height standards.

Mr. Smetana explained that it is the closest physical characteristic of a district and not the closest district by a measure of distance.

Mr. Magee asked if the language could be clarified in the code.

Mr. Smetana stated that staff would take a look at the language.

Mr. Hannan asked for an explanation on the change in window requirements in all elevations of the building.

Mr. Smetana stated that it was meant to clarify the general building design standards that also encompasses commercial buildings, however when it comes to single family and multi family homes windows are required.

Mr. Hannan asked for clarification on the public involvement of the proposed changes.

Mr. Smetana explained that workshops were held with Council and that public input was received during the past six months.

Mr. Knapp asked if all the changes that are proposed have been available to the public.

Mr. Smetana stated that the changes have been available for the public since September 2021 and they have taken additional comments from the public and development community to propose some of these changes.

Mr. Knapp asked if footnote one from Table 2-1-3-3A is intended to be under both residential and non-residential uses for minimum rear alley setback standards.

Mr. Smetana stated the footnotes do apply to both of those uses.

Mr. Knapp asked for clarification on changes being made to the front of the building and facade width requirements.

Mr. Smetana explained it was not consistent throughout the Land Development Code and zoning districts. This amendment would create consistency.

Mr. Knapp asked for clarification on footnote four from Table 2-1-8-7 about reducing the setback from 15' to 10'.

Mr. Smetana stated that it was a language clarification to help define more clear setback standards.

Mr. Knapp asked for clarification on the emergency contact requirement and the restriction of one rental unit allowed per property for short term rentals.

Mr. Smetana explained they put the restriction on the property so the land use didn't change from residential to hospitality.

Mr. Knapp asked several questions about the short term rental regulations relating to City policies for violations.

Ms. Grogg explained that the sections identified did not have any change in policy from what City Council approved. The redlines related to short term rentals only represented a reorganization of language.

Mr. Knapp asked for clarification on the illumination level requirements and if elevation levels are taken into consideration.

Mr. Smetana explained that regardless of the situation there is a restriction on the amount of light spillover a site can have.

Mr. Griffith asked if the reason to hold the proposed definition of truck trips and distance of notice requirement amendments was due to Council wanting to revisit the items at a later date.

Mr. Smetana stated that was correct and additional discussion was requested.

Mr. Griffith asked for clarification if there were additional items being held for a later date as well.

Mr. Smetana explained that there are a few other items being held for further discussion.

Mr. Griffith asked for clarification on the light and heavy logistics items on the presentation and that the only proposed "truck" amendment had to do with food trucks.

Mr. Smetana explained those items are not a part of these proposed changes and agreed that the only proposed changes are for food trucks.

Mr. Griffith asked for clarification on how we define the amount of impact a project has to forego a neighborhood meeting.

Mr. Smetana stated there is no exact definition.

Mr. Stachelski explained the reasoning behind the discretion of neighborhood meeting and notice requirements. He stated that these changes are to help restrict any undue burden on an individual.

Mr. Griffith stated we should find more ways to have public interaction with these types of changes.

Ms. Connell stated that she appreciated the importance of continually reviewing and revising the Land Development Code as well as the amount of time that is spent on updating the code and the input from the public.

MOTION:

It was moved by Mr. Knapp that An Ordinance Amending the Land Development Code of The City of Arvada Code be continued until after a workshop has been held with the Planning Commission.

DISCUSSION OF MOTION

Mr. Griffith agreed with Mr. Knapp's motion.

Mr. Magee stated that he did not think that a continuance was necessary.

Those voting Yes: Hannan, Connell, Griffith, Knapp
Those voting No: Magee, Owens

Those absent: Gay
The motion carried 4-2

8. **OTHER ITEMS**

Mr. Owens moved to cancel the February 22, 2022 Planning Commission meeting.

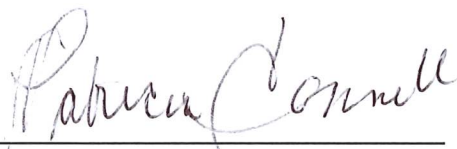
Those voting Yes: Hannan, Connell, Griffith, Knapp, Magee, Owens

Those voting No: None

Those absent: Gay

The motion carried 6-0

9. **ADJOURNED** at 7:58 P.M.



Patricia Connell, Secretary



T.O. Owens, Chair



Abigail Ogg, Recording Secretary