

**TOWN OF BASALT  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING and PUBLIC HEARING  
Tuesday, September 4, 2018**

**CALL TO ORDER**

The Planning & Zoning Commission was called to order at 6:06 pm. Commissioners present were Joan Keefe, Gino Rossetti, Bill Maron, Eric Vozick, Bernie Grauer, and Alternate Tracy Bennett.

Staff present was Susan Philp, Town Planner; James Lindt, Assistant Planning Director and Sara Nadolny, Staff Planner. A sign-in sheet for public attending the meeting is available for review at Town Hall.

Chair Maron opened the meeting at 6:07 pm.

**APPROVAL OF MINUTES**

**M/S ROSSETTI AND KEEFE TO APPROVE THE MINUTES OF AUGUST 7, 2018. MOTION CARRIED BY A VOTE OF 6 TO 0.**

**M/S ROSSETTI AND KEEFE TO APPROVE THE MINUTES OF October 3, 2017. MOTION CARRIED BY A VOTE OF 6 TO 0.**

**AGENDA ITEMS**

**Public Hearing – Willits Town Center Design Guidelines for the purpose of considering the establishment of design standards for 100% residential buildings and buildings that have residential use on the first floor in Willits Town Center pursuant to Ordinance No. 28, Series of 2017.**

Lindt stated this is a public hearing to consider adopting residential design standards for buildings at Willits Town Center that are 100% residential development or that have residential on their first floor for Blocks 4, 9 and 11. He said the draft guidelines found in P&Z's packet were formulated by Staff with input from the Developer. In 2014 when amendments were being applied for at the Willits Town Center related to the development of the Element Hotel and the associated affordable housing, the idea was introduced that there would be some 100% residential buildings built in Willits Town Center. In the 2014 approvals it was required that the Town work with the Developer to create some residential design standards for those 100% residential buildings and for the buildings that would have a residential component on the first floor. He said that the approvals also established that until the P&Z adopted such guidelines that the residential buildings would require individual review by the P&Z, similar to what occurred on Block 3. He continued that the design guidelines that Staff worked on are in P&Z's packet, attached to a draft resolution for P&Z's consideration.

Lindt advised that Staff used the current design standards for mixed use and commercial buildings that are within the Willits PUD as a base to start from as Staff thought there are elements in the commercial and mixed use guidelines that would also be applicable to residential buildings. He said that the guidelines include building orientation, building entrances, parking and access, scale and mass, building design, and also height restrictions. Lindt said Staff felt that these items were important to both mixed use as well as to purely residential

buildings and are from the current PUD requirements for mixed use/commercial buildings. Staff has also added requirements to have one-story entry porches as well as private open space for the residential units, which comes out of the Town Code. The Code requirement is that units on the second/third floors are required to have 50 square feet of private open space in decks and balconies, while units on the first floor are required to have 150 square feet. Lindt said these conditions are in the prior Willits approvals, and Staff felt they were important to include within the residential design guidelines.

Lindt added that Staff is also proposing a requirement to add bike repair and washing stations, which was a good amenity that was included in the Block 7 building, which is a completely residential building. Lindt continued Staff has also proposed limits on the upper floor windows and the amount of glazing on the third floors. He said this is proposed because many of the 100% residential buildings are slated on the perimeter of the PUD, facing out of the PUD to adjacent residential neighborhoods. Lindt indicated in a graphic these areas on the outer edges of Blocks 4, 9 and 11, and so Staff felt it important to limit the glare as well as the light box effect coming from those units and projecting into the residential areas, and so the proposed requirement is to limit windows on the upper floor to no more than 45% of the upper floor facade. Lindt offered to go into more detail on the residential design standards if that was desired by the P&Z, or Staff could take questions regarding individual design standards. He said that after questions Staff would suggest taking comments from the Applicant and then taking public comments.

Chair Maron requested that Lindt explain how the guidelines interface with and are different than existing design guidelines for multi-family.

Lindt stated that as he had indicated in his presentation the first six pages of the design guidelines are primarily out of the mixed-use and commercial design guidelines that are in the Willits Town Center PUD currently. They speak to building orientation, which is making sure that the buildings address the street with entrances and provide build-to lines so the building facades are brought up to the street and provide for a good streetscape. He continued that there are building entrances which are in the commercial and mixed-use guidelines as well. They require that entrances are protected by awnings or covered areas which is important in our climate.

Lindt stated there are also requirements that have the buildings oriented toward the street and pedestrian way and requiring if they'd like to create alley entrances instead of street-facing entrances that they be reviewed through an administrative process. He said that in terms of parking and access, these are directly out of the commercial and mixed-use requirements that are in the Willits Town Center PUD that require vehicular access and parking areas be provided on side streets or in the back of buildings so parking is not significantly visible, and areas with visible parking should be screened by landscaped buffers. Lindt said there is also a requirement for a 4' 6" fence, wall or berm on the western edge of the PUD to prevent headlight glare from going into the adjacent residential areas. He said this was a requirement of the PUD previously and is also provided in the draft guidelines.

Lindt continued that the proposed guidelines for scale and massing are taken primarily from the commercial and mixed-use guidelines. There are requirements related to having a certain percentage of the upper floor set back from the lower floor facade. Lindt displayed some images to provide reference, including Triangle Lofts with setbacks on the upper (third) floor. He said this setback helps to break up the building's massing. The proposed requirement is to

have the third story set back six feet from the plane of the second floor's façade. Lindt said there are building design requirements related to materials that are consistent with the current requirements within the PUD for mixed-use and commercial buildings. He reiterated the new requirements for residential buildings include the window glazing, bicycle washing and repair station, and for private open space. Lindt showed an image of Market Street Lofts, emphasizing the street-facing door, a one-story element to provide pedestrian scale, and the covered entryway to provide protection. He showed images of the Willits Townhomes and indicated how they meet the private open space requirements by providing significant decks and balconies for each unit. He indicated the pitched roof form that is utilized by the Willits Townhomes, and mentioned that this roof form is favored in the requirements. He stated the guidelines permit flat roofs which have additional treatment requirements to ensure they prevent glare from reflecting into different residential buildings in the area. Lindt showed an example of flat roof buildings with the Park Modern project, the maximum amount of glazing that could be achieved on the third floor, and an example of their decks and balconies that provide some articulation of the façade.

Chair Maron questioned whether the intent was to have the P&Z speak to the entire document, or just to the areas where the guidelines and proposed guidelines differ. Lindt responded that since Staff is proposing to add to the existing PUD requirements, the P&Z could discuss any of the guidelines; however, he said Staff would suggest focusing primarily on the additional requirements for residential buildings.

Lindt stated that procedurally the P&Z would be the adopting body of the residential design standards and they would not have to go back to Council. He stated currently individual buildings that are 100% residential would have to come before P&Z for review until such time as the P&Z adopted comprehensive guidelines for these residential buildings. For example, he said that the P&Z reviewed plans for the design of Block 3. If the residential design standards are adopted, ensuring the standards are met becomes a Staff-level review. Lindt indicated that in P&Z's packet there was a photo sheet to provide further examples of the proposed residential design standards.

Chair Maron thanked Staff and asked if the Applicant had a presentation. Belinkski replied that he did not but could answer questions that P&Z had.

Philp added that the current guidelines are set up for commercial to be on the first floor. She said that if they were to be condominiumized, the units had to be set up to become commercial in the future. Here we're recognizing that these units are intended to be residential forever and not revert to commercial. Philp said that is why Staff is introducing the residential design standards; the building should look residential rather than like a commercial building. She said that is the key, and it was switching gears from what was previously seen in Willits Town Center, with commercial on the first floor and residential above.

Commissioner Rossetti said that he had a number of questions and needed some clarification. First, he asked Staff if they had considered the possibility of the economic climate changing, and the need for retail becoming more prevalent, how would these residential units convert to retail. Lindt responded that there are requirements in the current PUD where the residential must be designed so that it can be converted back to retail or commercial in the future.

Commissioner Rossetti asked whether these are all new conditions being proposed, or if some are existing. Lindt replied that there are current design guidelines for commercial and mixed-

use development, for instance, where there is commercial on the first floor and residential on the upper floors. He said there are currently no guidelines that are specific to purely residential buildings.

Commissioner Rossetti asked for clarification on whether it was required that a fully residential building still have the ability to convert its first floor to commercial in the future. Philp explained that the standards that P&Z is being asked to review today would not require the design of the first floor units to be converted to commercial. She stated the proposed residential design guidelines are for purely residential buildings that would likely not be converted to commercial at a future time. She said that by way of example, Block 7 was exempted from the requirement to convert the residential to commercial. It will not be designed to be able to convert to commercial. Philp said that it is up to the Developer if he decides to provide that flexibility, but it is not required.

Belinski clarified that the properties along the outer edge of the PUD, highlighted in yellow on the graphic (Blocks 4, 9, 11), are the only ones that could ever become 100% residential, and that was granted by approval of a prior PUD amendment. He continued that what the residential design standards are doing is to define what those buildings would look like if the election to build 100% residential were elected by the Developer. Belinski indicated that the areas highlighted in red on the graphic, hugging Robinson Street and on the inside of the project, are not ever capable of becoming 100% residential; they must carry the minimum amount of commercial. He said there are only three undeveloped blocks left that could have 100% residential, and these guidelines will instruct what the development on those lots would look like. Commissioner Rossetti said that he understands now that this would apply to buildings that are not yet constructed, and could not apply to areas that are indicated on the graphic in red.

Commissioner Rossetti stated that the character of some areas of Willits is for buildings to have pitched roofs, but that is not the character of the commercial area. He noted that most of the buildings in the commercial area have flat roofs. He asked what the purpose was of showing the P&Z the Willits Townhomes. Lindt responded that the intent was to show the P&Z specific elements that are within the design guidelines such as the private open space that is translated into decks and balconies and where that has been applied, to show covered entry areas and one-story areas that are a pedestrian scale. In other words, Lindt said, to show specific pieces of those buildings that fit the residential design standards being proposed. Certainly the character will be different as these buildings are within the Willits Town Center.

Lindt said there are actually pitched roof buildings in Willits Town Center; Block 7 has a pitched roof on a good portion of the building, and that portion faces onto the single-family residential area. There is also a mansard roof on Whole Foods, so he said there are a few examples of pitched roofs in that area. Lindt confirmed for Commissioner Rossetti that this is one of the design standards that is being proposed for 100% residential design buildings, and the idea is that it limits the impacts on the residential design neighborhoods that are adjacent to the projects. The areas of 100% residential will be facing out into the single-family residential neighborhoods.

Commissioner Rossetti said his last question is whether the Developer could rely on the designated areas being all residential, or if there is the possibility of commercial on the first floor and residential above. Lindt replied that there is that potential, given that there is certain square footage allocation for residential and commercial within the PUD. Commissioner Rossetti said

that he wanted to know that the Developer could convert to commercial if so desired. Lindt replied that there is always the flexibility to do so, as there is an allowance for considerable commercial space in the PUD, but the most recent amendment that the Applicant received was to allow and increase in residential floor area, so the residential is likely to remain on the outskirts of the PUD, where designated.

Commissioner Grauer asked the Applicant if the images in the packet would represent the actual appearance of buildings within the PUD. Belinski replied that the images are intended to serve as a character collage only and would not be taken verbatim for what is being planned for the residential buildings at the PUD's outer edges; however, he said that was the type of character that could be expected. He said the Developer team has a portfolio of character photos taken from buildings in towns like Aspen and Boulder that provide design cues for Willits Town Center. They also want to have some 100% residential building images to add to that list that are still applicable for any building that they do.

Chair Maron opened the public comment at 6:42 pm and closed it at 6:42 pm with no members of the public wishing to speak.

Commissioner Bennett asked about the location of the berm. Philp indicated that it would be along the edge of Blocks 4 and 9. She clarified that it does not have to be a berm but could be a 4' 6" fence or wall. Bennett asked about another area, and whether the berm would be required there as well, to which Chair Maron replied that there is a grade separation, and the development is actually quite a bit lower than the street level, so there is natural screening at that location.

Chair Maron asked if the P&Z members had any comments. Commissioner Vosick said that the guidelines seemed pretty straight-forward. Commissioner Rossetti said that he felt that approving residential design standards for the buildings was a smart thing to do. Commissioner Grauer stated that not all of the images are examples of good architecture and would like the P&Z to have an early opinion as to the appearance of the buildings. He said that he shared Commissioner Rossetti's questions on conversion of residential to retail and felt that Staff answered those questions adequately. Commissioner Keefe said she felt this was a good solution. Commissioner Bennett said she had no further comments and wished the Developer luck.

Chair Maron said he'd like to include some language to extend the ethic toward commercial spaces, if for some reason its allowed to transfer from residential to commercial. That would prevent the P&Z from having to revisit the subject in the future. He said in other words if some commercial is allowed to convert to residential in the future, there are already rules in place that would apply. Philp replied that the guidelines are specific to Blocks 4, 9, and 11, and it may be better to just include language indicating P&Z review would be required in that situation. Chair Maron acknowledged that there would be a process, but that the design portion would already be taken care of. He suggested that a statement be added to the guidelines indicating that amendments in the future to other blocks could consider using the same guidelines.

Chair Maron said that there may be a time when non-standard design elements may be wanted and justified. He said that at this time there is no method for allowing this and he suggested creating a special review article in the approval to allow these considerations that would typically be prohibited by the residential design standards. Chair Maron said this could be through P&Z

or TRC, but that there should be some method to review non-standard design situations, such as glazing.

Chair Maron added that he did not think there needs to be a preference for pitched roofs. He said this is more of an urban environment, more of a city, whereas the other area of Willits that were referenced (Willits Townhomes) feel more like a suburb. Chair Maron stated he doesn't believe the community benefits from there being a preference in roof form.

Lindt asked for clarification regarding the motion. He stated there exists a provision for waiving certain design guidelines as Chair Maron was eluding to earlier. Lindt asked if the motion should include a change related to the language regarding pitched roof forms. Chair Maron replied yes.

**M/S ROSSETTI AND GRAUER TO APPROVE THE GUIDELINES AS PRESENTED, WITH CHANGES DISCUSSED. MOTION CARRIED BY A VOTE OF 6 to 0.**

### **Preparation for Worksession with Council**

Philp reminded the P&Z that the worksession with Council has been scheduled for the September 25<sup>th</sup> meeting, and to be prepared for a presentation of approximately 30 minutes. Commissioner Rossetti and Chair Maron would prepare to present on the downtown area; Commissioner Keefe would prepare a presentation on connectivity; Commissioner Vosick would prepare to speak about the need to have young people in Basalt and overall regional growth. Commissioner Rossetti suggested meeting as a group to talk about the points and everyone would be on the same page with their message. The group showed by an informal raising of their hands their desire to meet on September 18th to review the presentation.

Chair Maron spoke about the presentation from Randy Hunt of the Town of Estes Park on joint planning with Larimer County. He said there is one comprehensive plan and one P&Z for both the Town and the County and is governed by an intergovernmental agreement. Chair Maron said that this system is reported to have worked well for nearly 20 years now, and that a lot of time was spent ensuring the zoning code was consistent between the Town and County. He stated the Council and County Commissioners seemed intrigued by the idea of joint planning.

**M/S ROSSETTI AND BENNETT TO ADJOURN. MOTION CARRIED BY A VOTE OF 6 TO 0.**

The Planning and Zoning Commission adjourned at 7:15 pm.

TOWN OF BASALT  
PLANNING AND ZONING COMMISSION

By   
William C. Maron, Chair

Attest   
Susan Philp, Planning Director