

**TOWN OF MORRISON PLANNING COMMISSION
MORRISON TOWN HALL
110 STONE STREET
TUESDAY, MAY 14, 2019
7:00 P.M.**

Call to Order. Chairperson Jamee Chambers called the regular Planning Commission meeting to order at 7:02 P.M.

Roll Call. Chairperson Jamee Chambers, Commissioners Matt Schweich, Maja Stefansdottir, Todd Mercord, Jennifer Singer and Michael DeJonge were present. Shari Raymond was sworn in as an Alternate Commissioner.

Staff Present. Kara Winters (Town Manager), Jennifer Woods (Town Planner), and Lyndsey Paavilainen (Town Clerk).

Amendments to the Agenda. None.

Public to Address the Planning Commission. None.

Presentations and Hearings.

Partial Vacation of South Park Avenue Right of Way- 105 Canon Street.

Chairperson Chambers opened the Public Hearing at 7:05 P.M.

Staff Report. Woods first explained the purpose of the Public Hearing was to consider the request for a vacation of 18.83 feet of the north westerly section of South Park Avenue's Right of Way directly adjacent to 105 Canon Street, by the applicant Kenneth Ferrier, Two Pines Construction, LLC for property owner, Daniel Powell.

Woods reviewed the vicinity map of 105 Canon, the received submittal documents, and explained the approval process per Morrison Town Code regulations, and the criteria of approval for vacation requests. Woods stated the application was determined complete as of April 1, 2019 and explained once the Planning Commission makes a recommendation to the Board of Trustees, the Board will have the final decision of approval, in which that hearing date is to be determined.

In reviewing the Criteria for Approval, Woods highlighted; the identified public Right of Way and easements were no longer needed by the Town to serve any public purpose, the vacation of the identified public Right of Way would not leave any adjacent property owner without access to the public roadway, and the vacation of the identified public right of way was in the public interest.

In regards to the Criteria of Approval for Vacation Requests per the Town Code Subdivision Regulations, Woods stated the Staff recommends approval of the site plan submitted with the following condition; an official survey shall be submitted by the applicant showing the area to be vacated, not to exceed 18.83 feet of width along South Park Ave directly adjacent to the subject property and as depicted in the Site Improvement Study.

Applicant Report. Ken Ferrier, Two Pines Construction, 4383 S Beech Way, Morrison, addressed the Board and stated he is representing the property owner, Daniel Powell. Ferrier explained the purpose of the vacation request is in regards to the property's "carriage house" (also referred to as the "stagecoach house"), Right of Way encroachment, and the property owner's plan to subdivide the property into three lots in order to repurpose the

stagecoach house into a guest house. Ferrier verified it is the property owner's intention to retain the original appearance of the stagecoach house with its stone footprint for FEMA floodplain requirements and the main house would be his residence. Ferrier also confirmed it is not the property owner's intention to use the remodeled stagecoach house as a short term rental, nor would there be a tree house built on the property.

Public Comment. None.

Staff's Response. The Commissioners had questions about restrictions of dwelling units in the floodplain. Ferrier stated while the stagecoach's stone wall would be retained, living quarters could not be built below the rock wall and it is the intention to maintain the stagecoach's historic framework to offset FEMA requirements.

Due to discrepancies between the application and the surveyor in the number of feet requested to be vacated, 18.83 and 20 feet, the Commission stated they would require utilities in the right of way to be shown on the final official survey to ensure proper access to the main lines.

Chairperson Chambers closed the public hearing at 7:25 P.M.

Staff's Discussion and Decision. Singer made a motion to approve the application of Two Pines Construction, LLC, for a Partial Vacation of South Park Avenue Right of Way with the following conditions: an official survey shall be submitted by the applicant showing the area to be dedicated, including any utilities in the existing Right of Way, and not to exceed a width of 20 feet along South Park Avenue. DeJonge seconded the motion. All present voted in favor of the motion.

General Business.

Appointment of Board of Adjustment Members. Schweich made a motion to appoint Shari Raymond and Margaretta Caesar to the Board of Adjustment. Stefansdottir seconded the motion. All present voted in favor of the motion.

Approval of Minutes: Schweich made a motion to approve the April 9, 2019 minutes. Stefansdottir seconded the motion. All present voted in favor of motion.

Staff Reports.

Town Planner- Sign Code for Old Town Overlay District. Woods reviewed the findings from the previous meeting's Sign Walk in the Downtown area and her possible solutions for the Town's sign code amendment. Woods addressed issues with: lighting (in particular; up lighting, differing brightness levels, and light trespass), blinking signs, incompatible sign types and sizes, no design standards particular to the Old Town Overlay District, and other enforcement difficulties.

In regards to lighting, Woods recommended the code includes requirements for compliance with outdoors lighting and to update to the BUG Rating system, which addresses issues with backlight, upright, and glare of lights. Woods also addressed revising the code language for conformity of allowed materials, dimensions, clearance from electrical signs, and site signs. Design standards were also addressed to allow for creativity and to encourage the

incorporation of art. Woods also recommended reviewing the types of illumination, lighting styles (internal and external) and LED lighting.


The Commission agreed Woods' presented solutions were focused on the concerns of the residents, but expressed concerns with the possible economic impact the new code requirements may have on the business owners if they were required to bring their signs into compliance with an amended code. All in all the Commission liked the proposed solutions and directed Woods to draft code language with recommendations towards compliance. Winters also recommended changes to the lighting code to include the BUG Rating system.

Town Manager. Winters stated the Community Survey is available to complete online and that residents, including renters, property owners, and businesses, would receive information in the mail on how to complete the survey online. Winters also stated the Board is seeking community input regarding a potential hotel at the Soda Lakes property and is requesting the public attend the upcoming Board meetings to provide their input and comments on the matter.

Board of Trustee Minutes. No questions. No comments.

Adjournment. Chairperson Chambers adjourned the meeting at 8:47 P.M.

TOWN OF MORRISON



Jamee Chambers, Chairperson

ATTEST:



Lyndsey Paavilainen, Town Clerk

