

PLANNING COMMISSION MEETING

The regular meeting was called to order at 5:34 pm by Chair Leas.

ROLL CALL

Mike Giller	Mark Leas	Allen Frechter
Ethan Guerra	Elaine Gort	Susan Propper - Remote

APPROVAL OF MINUTES

Mr. Leas would like all of his comments stricken from the minutes, as he does not recognize those comments. With those changes, the September 17, 2024 Planning Commission Minutes were approved.

APPROVAL OF AGENDA

With no changes, the October 1, 2024 Planning Commission Agenda was approved.

PUBLIC COMMENT ON HISTORIC PRESERVATION ISSUES:

- None.

COMBINED HEARINGS:

1. Village at Breckenridge Large Vendor Cart (CC), 655 S Park Avenue, PL-2024-0363

Mr. Cross presented a proposal to continue a large vendor card operation, Gyros Delish, on the Village at Breckenridge Plaza. No changes were proposed with this application.

Commissioner Questions / Comments:

There were no questions or comments.

Mr. Frechter made a motion to approve the Village at Breckenridge Large Vendor Cart, seconded by Mr. Guerra. The motion passed unanimously.

WORK SESSIONS:

1. Development Code Work Session

Mr. Kulick provided an overview of what will be discussed at an upcoming Town Council work session about long range plans and the Development Code. The Commission was asked for feedback related to the content in an effort to refine the material for the Council.

Commissioner Questions / Comments:

Mr. Giller: Where would a variance fall? (Mr. Kulick: A variance is only given to absolute policies, not relative policies where the points can be made up. Our variance policy is a little more strict than other communities and requires the issue to be specific to the site and cannot be an issue that is self-inflicted. Variances would actually be a good thing to add to the Council presentation.)

Mr. Guerra: Was the Romer-Kuhn project associated with a development agreement?

Mr. Kulick: That was a development agreement, and was probably a medium-sized agreement in terms of the scale and scope of the project. Another example of a development agreement that was recently processed is the Copper Baron development agreement. Another example is BGV, which was one of the largest and most complicated development agreements we've processed.

Mr. Giller: I haven't seen many variances come through, what is the process with that. (Mr. Kulick: It's seldom, it's usually where there's a unique situation that can't be avoided, or the applicant asks for it after staff does not recommend a variance.) (Mr. Truckey: At least

half the variances we've seen in the last several years have been for projects in Cucumber Gulch.

- Mr. Leas: Is there much private property in the Gulch? (Mr. Truckey: There's some, so those variances are sometimes needed.)
- Mr. Kulick: There are also some water quality features that exist in that area before we acquired the land, where modifications have been required via variance.
- Mr. Leas: Do some of those instances include water discharging into the Gulch? (Mr. Kulick: They do, which we have been very restrictive with allowances relating to water discharging into the Gulch.)
- Mr. Giller: In updating the Town's comprehensive plan next year what will the focus of the updates be?
- Mr. Truckey: One focus will probably be redevelopment, as well as the required updates from the State.
- Ms. Gort: The comprehensive plan also mentions transportation and we don't have a separate transportation plan, which may be something to add. (Mr. Kulick: That is mostly contained in the Sustainability plan, which has a transportation focused section.)
- Ms. Gort: For suggestions during the council presentation, I would recommend adding links to all of the comprehensive plans to make them easier to find and include summaries of each plan in a more visible and accessible place.
- Mr. Frechter: You could also consider having printed copies of the Handbook of Design Standards for the Planning Commission and Town Council to reference during presentations on projects in case they need to look back to reference specific wording.
- Ms. Gort: Additionally, having hyperlinks in your staff report to link to the code sections mentioned would be helpful to save time scrolling through the code looking for the section being referenced.
- Mr. Leas: Eric Mamula had a lot of experience with the code which allowed him to have a lot of background knowledge to pull from, and with him gone there's a bit of a void in knowledge now.
- Mr. Kulick: We used to have Council members serve on Planning Commission for a year and it caused issues if a project was called up and the council member having to recuse themselves could allow for a split vote, but it was helpful to gain knowledge of the Code and Handbook. Stephen and Jay are the experienced members currently serving on Council.
- Mr. Giller: The Handbook of Design Standards is based off the National Park Service Secretary of the Interior standards, and the Park Service website has Preservation Briefs that are technical booklets on historic preservation techniques.
- Mr. Leas: I have a binder in my briefcase that includes the Code and Handbook that I can reference when reviewing projects so I don't have to open up my computer and go to the specific section.

OTHER MATTERS:

1. Town Council Summary

ADJOURNMENT:

The meeting was adjourned at 6:23 pm.

Mark Leas, Chair