

**TOWN OF MORRISON
PLANNING COMMISSION
REGULAR MEETING OF THE PLANNING COMMISSION
TUESDAY, SEPTEMBER 12, 2023
6:00 P.M.**

Call to Order. Chairperson Jamee Chambers called the Planning Commission Meeting to order at 6:00 P.M.

Roll Call. Chairperson Jamee Chambers, Commissioners Stacy Feehery, Maja Stefansdottir, Sharolyn Anderson, Petra Bute, and Alternate Commissioners Shari Raymond were present. Alternate Commissioner Ambria Shorb was absent. A quorum was established.

Staff Present. Kara Winters (Town Manager), Kunal Parikh (Town Attorney), Carrie McCool (Town Planner) and Ariana Neverdahl (Town Clerk)

Amendments to the Agenda. None.

Public to Address the Planning Commission. None.

Public Hearing-101-109 Bear Creek Avenue- Site Development Plan and Old Historic Overlay District Map Site Improvement.

Chairperson Chambers called the Public Hearing to Order at 6:03 PM.

Staff Report. Town Planner McCool reviewed the Site Development Plan and Old Town Historic Overlay District Major Site Improvement Application with the Planning Commission. Town Planner McCool highlighted that the new construction will be a total of 4,825 square foot mixed-use building with 2,625 square feet for an eating establishment and 2,200 square feet for two-multi dwelling units. The redevelopment site is 0.414 acres located on the east side of the Old Town Historic Overlay District at 101-109 Bear Creek Avenue. Town Planner McCool reviewed the existing conditions of the subject property with the Planning Commission. The subject property is the east gateway entrance to the Town, the site is currently accessed from Bear Creek Avenue with no defined site access point. The four-foot sidewalk forms the western edge of the property and provides pedestrian connectivity from Bear Creek Avenue to the existing public parking spaces along Mt. Vernon Avenue. Town Planner McCool informed the Commission that the subject property is currently zoned Commercial Transitional (CT) and has two existing buildings. 101-103 is currently Ozzi's Ice Cream Shop and is a 2,191-square-foot historically significant building that was constructed in 1926. 109 Bear Creek Avenue is currently Willy's Wings a non-contributing structure in the Old Town Historic District, the building is 769 square feet with a 371 square foot patio that is proposed to be demolished. Town Planner McCool stated the application was sent out on referral to internal and external referral organizations, all referral comments have been adequately addressed on the August 14, 2023 resubmittal.

Proposed Site Development Plan. Town Planner McCool stated the redevelopment of 0.414 acres includes the rehabilitation and reuse of a historically significant building and the construction of a new two-story mixed-use building where Willy's Wings is currently located. The ground level will be a restaurant and the upper level will be two residential living spaces. Town Planner McCool reviewed the site improvements that are being proposed by the applicant; new off-street parking lot, new on-street parking, new sidewalk and pedestrian site lighting, new utilities, new landscaping, new stairs, railings, ramps to connect buildings, and new trash enclosures to serve both buildings. Town Planner McCool reviewed the modifications proposed by the applicant to the existing Old Standard Station; demolition of approximately 1,172 square feet, new infill walls, new building-mounted exterior lighting, new metal-slatted rooftop screen,

replacement of windows including new window trim, new doors, new fabric awning, new gutters and downspouts, repair existing building stucco, and paint all walls, cornices and tile roofing. Town Planner McCool stated the most significant site design challenge for the applicant is the floodplain/floodway. The property falls within the FEMA-mapped 1% probability floodway. The proposed project includes floodproofing measures to reduce flooding damages to the new structures.

Town Planner McCool reviewed the remaining Site Development Plan Specific Standards and applicable Zoning and Land Development standards with the Planning Commission. Town Planner McCool stated the proposed drainage improvements consist of a curb and gutter with cross pans at parking accesses. The overall site drainage will be improved by the increase in the site landscaping. Town Planner McCool stated the applicant is proposing a reconfiguration of the site access. The applicant is proposing site access off Bear Creek Avenue and exit access through Mt. Vernon. The exit access on Mt. Vernon will comply with the existing one-way access. Town Planner McCool stated that off-street parking is not required in the CT Zone but the applicant is proposing a small parking lot of eight spaces. In addition to the parking lot, the improvements to Bear Creek Avenue and Mt. Vernon, will result in a net gain of four additional parking spaces. Town Planner McCool also stated that the Site Development Plan also includes a U-loop bicycle rack that will accommodate seven bike parking spaces. Town Planner McCool stated that the subject property is currently serviced by Town water and wastewater, and the redevelopment will remain serviced by the Town. Town Planner McCool highlighted that the Utility Plan depicts all new utilities will be installed underground and all existing overhead lines will be undergrounded. Xcel Energy provides gas and electric service to the property. Town Planner McCool stated that a continuous eight-foot-wide accessible walkway will extend from the existing 4-foot-wide sidewalk located in the western town-owned parcel. The sidewalk will connect Bear Creek Avenue to Mt. Vernon Avenue along with the new parking lot. Town Planner McCool informed the Commission that stone boulder benches in dry creek beds line the front of the property forming a gathering space for patrons. Town Planner McCool stated that open space is provided by the preservation of existing trees and common areas. There is a total of 782 square feet of landscaped area proposed within the Bear Creek Avenue right-of-way. All open space will be installed and maintained by the property owner. Town Planner McCool stated the owner will install a fire sprinkler system in the new building and a new fire hydrant will be installed on the property in the on-site parking lot. Town Planner McCool stated the outdoor lighting design consists of wall and surface-mounted LED luminaires on the buildings, one 10' high mounted fixture, and five 8' high streetlights to be installed within Bear Creek Avenue right-of-way. Town Planner McCool stated the current light fixture required by the Town Code has been discontinued and asked for the Commission's feedback on updating the Town's streetlight standards.

Town Planner McCool reviewed the Site Development Plan Standards approval criteria with the Commission. Town Planner McCool stated the applicant has provided sufficient statements of ownership and sufficient provisions for use and permanent maintenance of common areas, facilities, and required infrastructure within the Site Development Plan Set. Town Planner McCool stated the subject property is zoned Commercial Transitional (CT) and the redevelopment of the site supports the vision and goals identified in the Town planning and guiding documents. Town Planner McCool stated the proposed reconfiguration of site access and improvements within Bear Creek Avenue and Mt. Vernon Avenue right-of-ways increase the safety of pedestrian and automotive safety. All site access and improvements will be installed at the owner's expense. Town Planner McCool informed the Commission that CDOT has no objection to the site development plan access but the owner will need to obtain a CDOT access permit, Staff has added this as a condition for approval. Town Planner McCool stated the applicant will dedicate a public access easement to the Town for the areas of public sidewalk that

are outside of the Bear Creek Avenue right-of-way, the easement has been approved to form by the Town Engineer which Town Staff has added this as a condition of approval. Staff found that with the proposed public access easement the ingress and egress of the development and the proposed structures provide adequate separation of automotive, pedestrian safety, and traffic flow. Town Planner McCool stated the proposed location of the trash enclosure is the best location for minimal traffic and aesthetic impact. Town Planner McCool stated that West Metro Fire Rescue voiced concern over the fencing along the face of the building, it appears to obstruct access to the proposed location of Fire Department Connection (FDC). The Deputy Fire Marshall requested the Town set forth a condition of approval that West Metro will approve any gate and its operation in order to access the FDC. Town Staff has provided a recommended condition of approval that the applicant will dedicate a fire line easement for the purpose of operation, maintenance, repair, and replacement of the fire hydrant. The easement has been approved to form by the Town Engineer. Town Planner McCool stated that Town Staff found the proposed location of on and off-street parking increases the automotive, pedestrian, traffic flow, emergency access, and site aesthetic of the Towns parking system. Town Planner McCool stated that the proposed landscape design will aid in vehicular control and pedestrian safety and enhance the aesthetic image of Morrison. The proposed landscape design will also improve the appearance of the eastern gateway to the Town. Town Planner McCool informed the Commission that the Town Engineer has reviewed and approved the Floodplain Development Permit and found it in compliance with the floodplain damage prevention regulations. The applicant will submit elevation and floodproofing certification before issuance of the Certificate of Occupancy. Town Planner McCool stated that all town departments and responding referral agencies have indicated they can service the property with the infrastructure improvements. The applicant has adequately depicted the square footage of seating areas. Town Planner McCool stated there are no open space dedication requirements associated with the Site Development Plan. Town Planner McCool stated that the general site arrangement, on-site amenities, outdoor gathering spaces, and significant improvements to the existing historically significant building will result in a substantial improvement to the existing site and the overall aesthetic appearance of the Town of Morrison.

Old Town Historic Overlay Design Guidelines. Town Planner McCool stated the redevelopment proposal for 101-109 Bear Creek Avenue includes a 98% façade change of the Ozzi's building and a 100% façade change of 109 Bear Creek Avenue and site improvements that impact 89% of the entire site area. The proposed changes classify as a Major Site Improvement requiring hearings from both the Planning Commission and Board of Trustees.

Town Planner McCool stated the proposed rehabilitation of the Old Standard Service Station reflects the original architectural character of the building. The applicant's design team has presented a redevelopment plan to keep the existing Spanish-style architecture with modernized and current building materials. Town Planner McCool informed the Commission the proposed two-story building is 38'-6" tall, this follows the maximum height allowed in the CT Zone District. Town Staff found the reuse of the historic structure and site layout is consistent with the design criteria and the principles of reusing buildings and sites established in the Old Town's Historic Guidelines. Town Planner McCool stated the main entrance to the new building is located on the south/street façade and the entrance of Ozzi's remains unchanged. Both entrances have defined entry points and are visible from the street with welcoming outdoor patio areas. Town Planner McCool reviewed the proposed changes and updates to the windows and trim on the existing new building. Town Staff found the window upgrades on Ozzi's buildings meet the design guidelines in that the size, shape, and proportion of the original window opening. Town Staff found the proposed window types on the new building are reflective of Morrison's historic past and in accordance with the design guidelines. Town Planner McCool stated that all signage is

proposed to be removed. The site plan depicts the proposed location for the new freestanding sign, the proposed location complies with the Towns sign code. Town Planner McCool stated the ultimate approval of all site signage will be approved through a separate sign permitting process. Town Planner McCool stated that all lighting in the district is required to comply with Chapter of the Zoning Code. All proposed lighting complies with the Bug Rating Lighting Zone 1 (B-1, U-O, G-1) and is below the 10-foot candle maximum allowable light levels for mixed-use and commercial land uses. All proposed wall-mounted fixtures are no higher than 12 feet from above flooring, decks, and other occupied areas. The proposed 8-foot-tall pole-mounted fixtures will be spaced 30 to 60 feet. The light levels range from .2 to 6.4-foot candles which exceed the 2-foot candle maximum. Town Staff has recommended the lighting plan be revised to include a reduction to the light levels to 2-foot candles to comply with the outdoor lighting regulations. The streetlight fixture is proposed correlated color temperature (CCT) of 3000k. Town Planner McCool stated all exterior lighting shall be provided by warm white light to comply with the Old Town Historic Overlay Design Guidelines. Town Planner McCool suggested the CCT be reduced to 2700k and the pole height be increased to 10 feet in height. This will help reduce light levels to match the existing pole height on Bear Creek Avenue. Town Staff has added a condition of approval for the Commission's consideration regarding the reduction of light levels and street lights pole height. Town Planner McCool stated that all rooftop equipment new and existing is required to be screened. The applicant has proposed to screen all new and existing rooftop equipment with a metal screen that has horizontal slats in the color heirloom white. The applicant is open to feedback from the Commission regarding the color and material of the rooftop screening material. Once the type of screening has been decided it will be added to the architectural plans. Town Planner McCool stated Town Staff is recommending approval of the Site Development Plan and Major Site Improvement application with the suggested conditions.

Planning Commission Questions.

Commissioner Raymond asked Town Planner McCool to review the four parking spaces the Town will gain in the Site Development Plan. Town Planner McCool stated the Town will lose three parking spaces after the repainting on Mt. Vernon Avenue but will gain seven parking spaces along Bear Creek Avenue resulting in a net gain of four parking spaces.

Commissioner Feehery asked if the residential units would park in the onsite parking lot. Town Planner McCool stated there are no parking requirements under the CT Zone District.

Applicant Report. Jennifer Gray, Acme Workshop, LLC. Gray addressed the Planning Commission and stated they plan to keep the Historic aesthetic of the property; the old service gas station is an icon at the east gateway entrance in Town. Gray stated they plan to keep the character of the location but add a modern and updated space for people to enjoy. Gray stated she is willing to answer any questions the Commission may have.

Franz Lehnert, Property Owner. Lehnert stated the property has been in his family for the past twenty years. Lehnert stated the redevelopment will enhance the Town. Lehnert stated he felt having a defined entry and exit access point would help with automotive and pedestrian safety. Lehnert stated he would be happy to answer any questions from the Commission.

Planning Commission Questions.

Commissioner Stefansdottir stated she was happy they were keeping the historic building.

Commissioner Bute asked how many businesses would be on the property. Lehnert stated there would be two businesses on the property. In addition to the new restaurant, Ozzi's Ice Cream Shop will remain on the property.

Commissioner Bute asked what the square footage of the residential units will be, and if they will be rented or owned. Lehnert stated the units will be rented.

Commissioner Stefansdottir asked what the height of the building is. Lehnert stated the building is 38.6' high.

Commissioner Feehery asked how the applicant will prevent traffic cutting through the parking lot. Lehnert stated there will be a sign posted that no left turn is permitted from Mt. Vernon Avenue.

Commissioner Bute asked if the applicant will be planting trees on the property. Lehnert stated yes and referenced the Landscaping Plan.

Commissioner Anderson asked if the trees and plants included in the landscaping plan were native. Gray stated yes, that all the trees and plants are from the suggested Town Plant List. Gray reviewed the landscaping plan with the Commission and stated all plants and trees are easy to maintain and provide division on the property for pedestrian and automotive safety.

Commissioner Feehery asked about the construction plan for the project and if Bear Creek Avenue will need to be shut down. Gray stated they will submit a staging plan to the Town and CDOT for their approval.

Commissioner Bute asked about the anticipated noise level from the restaurant and patios. Lehnert stated the patios are on the back side of the building which will help block the noise. Chairperson Chambers stated the noise level will be addressed during the Liquor License Application process.

Commissioner Anderson requested the applicant use 2700k CCT levels. Town Planner McCool stated this is included as a condition of approval. Gray stated the applicant will use the CCT level that the Commission recommends.

Commissioner Anderson asked if all lights will be dimmable and an amber light. Gray stated all lighting will be warmer. Gray also stated the applicant is happy to install all recommended lighting regulations from the Commission.

Public Comment. Randall Look, 331 Spring Street. Look stated he was impressed by the architectural design of the project. Look stated this will be the highest building in Town and voiced concern over noise and light that may come from the establishment. Look voiced that he believes the redevelopment would be a benefit to the Town. Look asked about the floodplain process for the redevelopment. Lehnert stated that they went through the floodplain/floodway permitting process for the Town.

Chairperson Chambers voiced her appreciation for the work of the applicant and the design team.

Planning Commission Discussion.

Commissioner Anderson voiced concern over the number of restrooms that are included in the Site Development Plan. Town Manager Winters stated that the building code sets the number of restrooms that are required. Gray informed the Commission there will be two restrooms for public use.

Commissioner Feehery suggested both the men's and women's restrooms include a changing table.

Chairperson Chambers closed the Public Hearing at 7:28 PM.

Town Planner McCool asked the Commission for their feedback on the proposed lighting fixture.

Commissioner Bute left the meeting at 7:34 PM.

Chairperson Chambers stated the height of the light pole is important, depending on the height of the street trees the light may be obstructed.

The consensus of the Planning Commission was to have the height of the light poles not exceed 10 feet.

Commissioner Anderson suggested the CCT level be 2700k and all lights be dimmable and shielded down. The Commission agreed with Commissioner Anderson's suggestions.

Town Planner McCool asked for the Commissioners feedback on the proposed rooftop screening. The Commission approved the proposed rooftop screening.

A motion was made by Commissioner Feehery to approve the Site Development Plan based on compliance with the approval criteria of section 10-4-8 and 10-4-9-4(B) of the Zoning and Land Development Code with the following conditions; (1) The Owner shall record the fire line easement agreement and add the recordation number to the Civil Site Plan (Sheet C100) before the recordation of the Site Development Plan. (2) Prior to building permit issuance, the Owner shall secure West Metro Fire Protection District approval of any gate and its operation in order to access the FDC (Fire department connection) (IFC Section 912.4 Access). (3) The owner shall obtain a CDOT access permit at the time of building permit submittal. (4) Once approved to form by the Town Attorney and Town Engineer, the Owner shall record the Sidewalk Easement Agreement and add the recordation number to the Civil Site Plan (Sheet C100) prior to recordation of the Site Development Plan. (5) Incorporate any Planning Commission feedback and address the Planning and Zoning redlined comments on the lighting plan prior to recordation of the Site Development Plan; (a) Modify streetlight pole height to ten (10) feet. (b) All light fixtures including streetlights shall have a 30% reduction of light levels from sunset to sunrise. (c) Reduce the correlated color temperature (CCT) of all lighting including streetlights to 2700k. The motion was seconded by Commissioner Anderson. All members present voted aye. The motion carried.

A motion was made by Commissioner Anderson to recommend approval of the Major Site Improvement application based on substantial conformance with the Old Town Historic Overlay District Guidelines to the Morrison Board of Trustees. The motion was seconded by Commissioner Stefansdottir. All members present voted aye. The motion carried.

Approval of Minutes.

A motion was made by Alternate Commissioner Anderson to approve the August 8, 2023 Planning Commission Minutes. The motion was seconded by Commissioner Stefansdottir. All members present voted aye. The motion carried.

Commissioner Anderson asked if the minutes needed to reflect if a Commission or Staff Member attended the meeting virtually. Town Clerk Neverdahl stated the Town's electronic policy stated if a member attends the meeting virtually they are still counted as present.

Staff Reports.

Town Planner. No oral report.

Town Manager. No oral report.


Adjournment. Chairperson Chambers adjourned the meeting at 7:52 p.m.

TOWN OF MORRISON

ATTEST:


Ariana Neverdahl, Town Clerk




Jamee Chambers, Chairperson