

TOWN OF BASALT MEETINGS
Planning and Zoning Commission Meeting
Tuesday June 21, 2016

Basalt Town Hall

101 Midland Avenue

- 5:30 PM** **Site Visits**
- BCC – Our Town Planning Parcel – start by Aspenalt Lodge Office

6:15 **Call to Order**

Approval of Minutes

- June 7, 2016

Consent Agenda - Continue Public Hearing on Code Amendments to July 5, 2016 for the purpose of considering amendments to the Basalt Municipal Code to implement the *Our Town Subarea Plan: an Amendment to the 2007 Town of Basalt Master Plan*. Includes but is not limited to: Amended *Community Serving Commercial (CSC) Zone District*; *new definitions* and amended definitions.

6:20 **Public Hearing - DavidCo LLC Mini Storage Application:** to construct approximately 81,600 square feet of mini-storage and associated infrastructure. Application involves rezoning, Sketch Site Plan Review, Sketch Subdivision Review, Annexation and other associated land use reviews necessary. The proposed buildings are located directly south of the existing Basalt Mini-Storage.

Recommended Action: Staff and Applicant presentation; Public Hearing; P&Z discussion; and if P&Z is comfortable, motion to recommend approval to the Town Council per Staff Recommendation

6:50 **Public Hearing - Kai Peterson Application:** to construct an addition to the existing single-family residence at 309 E. Sopris Drive and deed restrict a portion of the structure as an Accessory Dwelling Unit (ADU). Application involves a rezoning from R-3 to R-3 TN and Special Review Approval.

Recommended Action: Staff and Applicant presentation; Public Hearing; P&Z discussion; and if P&Z is comfortable, motion to recommend approval to the Town Council per Staff Recommendation

7:15 **Roaring Fork Club Lodge Suites Application:** to install kitchens in the ten (10) Roaring Fork Club Lodge Suites that do not currently contain kitchens. Application involves a Minor PUD Amendment.

Recommended Action: Staff and Applicant presentation; Public Hearing; P&Z discussion; and if P&Z is comfortable, motion to recommend approval to the Town Council per Staff Recommendation

- 7:30 Worksession – Amended CSC Zone District**
- 8:00 Commissioner and Planner Updates**
- 8:15 Adjourn**

Items on the agenda are approximate and intended as a guide for the Commission. Times are subject to change, as is the order of the agenda. For deadlines and information required to schedule an item on the agenda, please contact Basalt Town Hall at 927-4701.

DRAFT

**TOWN OF BASALT
PLANNING AND ZONING COMMISSION
REGULAR MEETING AND PUBLIC HEARING
JUNE 7, 2016**

SITE VISIT

At 6:15 p.m. the Commissioners met for a site visit regarding the Elice Application at 150 Homestead Drive.

APPOINT TEMPORARY CHAIR

Town Planner, Susan Philp, noted that since neither the Chair nor Co-chair was present the Commissioners would need to appoint a temporary Chair.

M/S VOZICK AND BENNETT TO APPOINT PATRICK MCALLISTER AS TEMPORARY CHAIR. THE MOTION CARRIED BY A VOTE OF 4-0.

CALL TO ORDER

The Planning & Zoning Commission was called to order at 6:55 p.m. Commissioners present were Gino Rossetti, Eric Vozick, Patrick McAllister and Alternate Tracy Bennett, constituting a quorum.

Staff present was Susan Philp, Town Planner; James Lindt, Assistant Planning Director and Denise Tomaskovic, Recorder.

There was no public in attendance.

APPROVALS

The minutes of:

- March 29, 2016
- April 19, 2016
- May 3, 2016
- May 17, 2016

M/S ROSSETTI AND VOZICK TO APPROVE THE MINUTES AS READ.

Discussion: Temporary Chair McAllister noted that his vote to approve the minutes would be only applicable to the minutes of the meetings which he attended. Philp responded that it's acceptable practice to approve minutes even if one was not present at the meeting.

Temporary Chair McAllister asked for a second to the motion.

SECOND BY ALTERNATE BENNETT. THE MOTION CARRIED BY A VOTE OF 4-0.

CONSENT

Continue Public Hearing on Code Amendments to June 21, 2016 for the purpose of considering amendments to the Basalt Municipal Code to implement the *Our Town Subarea Plan: an Amendment to the 2007 Town of Basalt Master Plan*. Includes but is not limited to: Amended *Community Serving Commercial (CSC) Zone District*; *new definitions* and amended definitions.

M/S BENNETT AND VOZICK TO CONTINUE THE PUBLIC HEARING ON THIS AGENDA ITEM TO JUNE 21, 2016. THE MOTION CARRIED BY A VOTE OF 4-0.

PUBLIC HEARING

Public Hearing - DavidCo LLC Mini Storage Application to construct approximately 81,600 square feet of mini-storage and associated infrastructure. Application involves rezoning, Sketch Site Plan Review, Sketch Subdivision Review, Annexation and other associated land use reviews necessary. The proposed buildings are located directly south of the existing Basalt Mini-Storage and will be an expansion of that facility.

Lindt reviewed the application, referring to a posted site plan and architectural renderings depicting location, parcel information, mass and scale. The list of discussion items is as follows:

- Consistency with Master Plan
- Consistency with Neighborhood Character
- Compliance with Industrial Zone District
- Vehicular Access
- Affordable Housing
- Green Building
- Traffic Mitigation
- Pedestrian Access
- Phasing and Vested Rights

Lindt noted that the annexation piece includes the western half of the Southside Drive Right-of-Way (ROW) and a portion of Fiou Lane as clean-up items since these road components had never been officially annexed. A traffic study for all of the Southside area is currently underway and Staff expects to receive the report within the next week or so. He explained the phasing plan and the associated loop road which will be initially graveled and then paved as each phase is built. Some of the discussion items are ongoing with Staff and further details will be presented as this application continues through the review process.

Lindt introduced the applicant, Clay Crossland and his land use planner, Jeff Orsulak. Referring to a discussion handout, Crossland explained how he got into the storage business after moving to the Roaring Fork Valley in 1978. He included facts about the storage industry and its growth in the valley. Crossland then offered reasons why he and his partners believe there is a need for expansion of their mini storage facility in Southside.

Orsulak had a PowerPoint presentation that began with an explanation of the annexation parcels which make up the serial annexation part of this application. He pointed out that the future land use map shows these parcels as having an Industrial (IND) designation which includes storage as a permitted use. Orsulak then explained the construction of the buildings themselves, noting that they will all be two-story with some of the units being climate controlled. Multi-floor storage facilities are becoming more common than they were previously and help reduce sprawl. The facility will be landscaped and gated to control access and the property boundary with the agricultural land will be fenced.

Public Hearing

The public hearing was opened at 7:37 p.m.

There was no public in attendance.

Crossland provided a packet of 32 letters for the record and Lindt said that they will be included in the next P&Z packet.

The public hearing was closed at 7:37 p.m.

Commissioner Comments

Commissioner Rossetti asked about the width of the loop road and how people will be able to drive a moving truck or trailers into the facility and maneuver around. Crossland explained that the road width was increased after discussion with the fire department and pointed out the area in the application that contains maneuvering diagrams.

Alternate Bennett asked about the vested rights program. Lindt replied with an in-depth explanation of how the vested rights kick in. Bennett then asked about the portion of the property not being annexed that doesn't include a development proposal (referencing the land between Southside Drive and the subject parcel). The applicant stated that the footprints shown in the PowerPoint presentation have been master planned as having industrial use but there is not a development proposal for them. Future uses could include light industrial activities, housing, commercial use or whatever the market will bear and the Town will approve.

Commissioner Vozick asked for further explanation about the size of the structures since the empty lots are directly in the view plane from his house. Orsulak and Crossland showed slides of the proposed architecture which has a slight barnish look.

Temporary Chair McAllister asked why pedestrian access is part of this application. Lindt explained that one of the parcels owned by the applicant (but not part of this application) requires an easement for a sidewalk/trail in order to allow pedestrians to continue to remain on one side of Southside Drive/Fiou Lane where the current trail/sidewalk is located, linking the high school to the proposed underpass.

Commissioner Rossetti asked about the existing zoning of the property. Philp responded that it's currently zoned Agricultural by Pitkin County. Once the area is annexed it will be given Industrial zoning. The other parcel being annexed is a cleanup of Southside Drive, of which only half of the right of way was annexed in the 1990s.

Temporary Chair McAllister, noting that no members of the public were present, asked if there had been any correspondence received regarding this application. Philp said that no correspondence had been submitted but a couple living on the Southside had attended a previous meeting and had some comments.

Commissioner Rossetti said that he is uncomfortable leaving the undeveloped portion of the property still with AR1 county zoning. Lindt said that the Master Plan Update will address this issue.

M/S ROSSETTI AND BENNETT TO CONTINUE THE PUBLIC HEARING ON THIS AGENDA ITEM TO JUNE 21ST. THE MOTION CARRIED BY A VOTE OF 4-0.

STAFF UPDATES

Philp reminded the Commissioners that there is a joint meeting with the Town Council next Tuesday regarding the Our Town Planning process and the amended CSC Zone District.

Philp then reviewed projects and proposals in the planning pipeline and anticipated review schedule for the rest of the summer.

COMMISSIONER COMMENTS

Commissioner McAllister thanked Staff for all their hard work, including on weekends, and expressed his appreciation for the town pool.

Staff noted that Motors on Midland will be held this coming Saturday and the Sunday Market begins the following day.

ADJOURNMENT

M/S VOZICK AND BENNETT TO ADJOURN. THE MOTION CARRIED BY A VOTE OF 4-0.

The Planning and Zoning Commission adjourned at 8:09 p.m.

TOWN OF BASALT
PLANNING AND ZONING COMMISSION

By: _____
Patrick McAllister, Temporary Chair

Attest: _____
Denise Tomaskovic, Recorder

MEMORANDUM

To: Chairman Johns and Basalt Planning and Zoning Commission

Thru: Susan Philp, AICP Planning Director

From: James Lindt, AICP Assistant Planning Director

Date: June 21, 2016

RE: Continued Public Hearing- Basalt Mini-storage Annexation, Sketch Site Plan Review, Sketch Subdivision Review, and Employee Housing Evaluation

I. Purpose

As was introduced at the last meeting, Davidco LLC. ("Applicant") is requesting approval of Annexation, Sketch Site Plan and Sketch Subdivision to expand the existing Basalt Mini-Storage with approximately 80,000 square feet of additional mini-storage to the south of the existing mini-storage. At the last meeting, the P&Z heard a presentation of the Application from the Applicants, Staff presented the discussion items that were identified, the P&Z considered public comments and provided initial comments before continuing the public hearing.

Staff recommends that at this meeting the P&Z consider a recap of the discussion items and an overview of the draft conditions from Staff, consider additional discussion from the Applicant, take public comments once again, and then provide commissioner discussion. Staff would recommend that the P&Z ultimately forward a recommendation to the Town Council.

II. Background

The 2.1-acre property subject to the Application is currently vacant and located directly south of the existing Basalt Mini-storage. The property is currently located in unincorporated Pitkin County. The Applicant has applied to annex the property into the Town and construct approximately 80,000 square feet of additional self-storage in four buildings of approximately 20,000 square feet each. The property is located in the Town's Urban Growth Boundary (UGB) and is designated as Light Industrial on the Future Land Use Map (FLUM) that is included in the 2007 Basalt Master Plan.

In association with the self-storage proposal, the Applicant is proposing to annex and dedicate portions of South Side Drive and Fiou Lane that were not previously annexed as clean-up item requested by Town Staff.

III. Review Process

The Applicant has received approval for annexation eligibility pursuant to Resolution No. 13, Series of 2016. The Town's policy is not to annex a property until a development proposal is approved. The P&Z makes a recommendation to the Town Council on the proposed Sketch Site Plan Review, Sketch Subdivision Review, and Employee Housing Evaluation.

IV. Discussion Items

Staff went through the discussion items that were identified at the last meeting. Staff has once again listed the discussion items below with the specifics on the items listed in the May 17th Staff Memo:

- 1) *Consistency with Master Plan*
- 2) *Consistency with Neighborhood Character*
- 3) *Compliance with Industrial Zone District Requirements*
- 4) *Vehicular Access*
- 5) *Affordable Housing*
- 6) *Traffic*
- 7) *Green Building*
- 8) *Pedestrian Access*
- 9) *Phasing*
- 10) *Vested Rights*

The P&Z also expressed concerns about how the adjacent lands that are not part of this Application would be developed. The P&Z seemed to feel that the potential land uses on the adjacent property between Southside Drive and the property subject to the Application needed to be revisited during the Master Plan Amendment process. In response to this concern, Staff has included a draft condition for the P&Z's consideration requiring that any development to occur on the property between Southside Drive and proposed mini-storage be subject to annexation and that it not include the mini-storage/self-storage use.

V. Additional Information

Traffic Study: As was suggested in the May 17th Staff Memo, the Town's consulting engineer, SGM, has done some initial work for the area south of Highway 82 and will be preparing a 20-year traffic report. The initial traffic work done by SGM identifies that only 4 AM peek vehicle trips and 8 PM peek vehicle trips out of southside are expected to be generated on average by the mini-storage expansion, which is well below the CDOT access permit requirements. Additionally, the initial traffic work done by SGM suggests that the lane changes that are scheduled to be made with the pedestrian underpass construction at Basalt Avenue/Highway 82 are going to improve traffic flow out of southside. Specifically, the right-turn lane out of southside will become a free-

flowing right as motorists will not have to wait for pedestrians crossing Highway 82 anymore and the thru lane will be moved to coincide with the left-hand turn lane to improve traffic circulation.

Staff plans to have the 20-year traffic report completed prior to the Final Site Plan Review for the mini-storage expansion. Staff has included a draft condition requiring that the Applicant participate in or contribute on a proportional basis based on vehicular trips generated to the future cost of making the transportation improvements that will be necessary to mitigate the cumulative impacts of traffic growth from this and other expected projects. These improvements will be better defined as part of the Final Plan review once the 20-traffic report is completed.

Real Estate Transfer Assessment:

Staff included a 1% Real Estate Transfer Assessment (RETA) in the draft conditions at the last meeting. Since the last meeting, Staff further examined our annexation policies and determined that the Town's policy has been to include an additional 1% RETA on transactions of greater than \$1 Million. Staff has included this requirement in the draft conditions of approval.

Credit for AH Fees-in-Lieu for Dedication of 1.3-acre Parcel:

As included in the May 17th Staff memo, there is an agreement related to the Town's purchase of land previously owned by the Applicant where the library and Midland Park are currently located in the Midland Addition Subdivision, which provides that the Applicant may get credit for Affordable Housing mitigation and parkland requirements towards developing the Basalt Design District properties upon their dedicating a 1.3-acre parcel adjacent to the Rio Grande Trail for affordable housing.

In the Applicant's revised AH proposal (attached to the May 17th Staff Memo), the Applicant has indicated that they consent to the Staff's recommendation that they be required to pay cash-in-lieu fees for the generation of the two (2) full-time employees rather than the .5 employees that the Applicant suggested in the original application, subject to the Applicant receiving credit for the AH fees paid on the mini-storage in the instance that the Applicant chooses to dedicate to the Town the 1.3-acre property. Staff believes that allowing for the credit of the AH fees for the mini-storage would be consistent with the aforementioned agreement. Staff has included language permitting credit for the AH fees paid on the mini-storage in the instance that the Applicant dedicates the 1.3-acre parcel. The draft language (Condition No. 6) is highlighted for P&Z's consideration.

Additional Applicant Materials: The Applicant provided a handout about mini-storage demographics and demand at the last meeting. The handout has been attached in this packet for those P&Z members that were not present at the last P&Z meeting. Additionally, the Applicant provided letters of support for the project at the last meeting that have been attached in this packet.

VI. Recommendation

Staff recommends that the P&Z hear a presentation from Staff related to the discussion items and an overview of the draft conditions. Additionally, Staff recommends considering additional comments from the Applicants, taking public comments, and providing P&Z discussion. Staff has included the following draft conditions for P&Z's consideration:

Community Benefits/Annexation

1. The Final Site Plan submittal shall explain in more detail, the green building techniques (potentially solar panels on west side of buildings) to be used within the development and shall describe techniques to be implemented to achieve compliance with Town's Sustainable Building Regulations.
2. The Development shall satisfy the annexation policy for a minimum 1% RETA to be used for community benefits. Property which sells for \$1 Million or more shall have an additional 1% RETA so that the RETA is a total of 2%.
3. The Applicant shall relocate the fence between the Applicant's Property and The Grange family Ranch to the true property line and between the Grange family ranch and the Town Shop Property/Fiou Lane Right-of-Way prior to July 15, 2016. The Town will pay its proportional share as provided in Ordinance No. 17, Series of 2015.
4. The final annexation approvals will include provisions to ensure that the undeveloped southside properties currently owned by the Applicant, but not included in this annexation, are developed in a manner that supports Community goals and shall include at a minimum:
 - a. Provisions specifying that the additional properties not be developed without land use approvals through the Town of Basalt and annexation to the Town; and,
 - b. Provisions specifying that the buildings adjacent to South Side Drive or Fiou Lane will not be mini-storage/self-storage.
5. The Town P&Z will reevaluate the Light Industrial Designation in the scheduled Master Plan update for the other properties owned by the Applicant in southside that are not part of this annexation application.

Community Character and Community Housing Requirements

6. Pursuant to Town Code Section 16-413, the Applicant has submitted an Employee Impact and Housing Analysis indicating that the Mini-Storage will only generate .5 employees as activities such as accounting, snowplowing, and maintenance are outsourced for the existing and proposing mini-storage. The TRC finds that the outsourced activities must be taken into account when determining the employee generation of a development application. As a result, the TRC has determined that it is reasonable to expect the generation of two (2) full-time employees as a result of this Application when the outsourced activities are taken into consideration.

The Applicant shall pay cash-in-lieu for the generation of two (2) full-time employees at a Category 1 level pursuant to the cash-in-lieu provisions in the Community Housing Guidelines at the time of the first building permit. The Applicant may spread the cash-in-lieu payment over the four (4) buildings so that cash-in-lieu is paid for the generation of .5 employees at the time of building permit issuance on each building.

(Language Addition for the P&Z's consideration) In the event that the Applicant or the Applicant's successor dedicates the 1.3 acre parcel adjacent to the Rio Grande Trail referenced in the Amended and Restated Annexation Agreement for the Midland Addition Subdivision to the Town of Basalt, then the Applicant or Applicant's successor shall receive credit for the affordable housing fees paid and said credit shall be applied to other Town fees associated with this application or application for the balance of the Davidco LLC property.

Site Plan, Design, and Development Program

7. In the Final Plan submittal, the Applicant shall provide drawings and other details for the exterior lighting in the development.
8. The Applicant shall include a plan in the Final Site Plan submittal for the construction fencing at the western boundary of the Mini-storage expansion property to ensure that the construction activities do not interfere with the existing adjacent agricultural uses.
9. The Applicant shall provide a construction management plan as part of the Final Site Plan submittal.
10. In the Final Plan submittal, the Applicant shall include a detailed landscaping plan and screening proposal to screen the proposed buildings

from view of South Side Drive. The screening proposal shall address how the landscape screening may be installed in harmony with the utility easements necessary to be dedicated with the sewer, gas, and electric utilities that will be installed on the east side of the proposed storage buildings.

Transportation Issues and Related Infrastructure

11. The Applicant shall participate in or contribute on a proportional basis based on trip generation to the future cost of making the transportation improvements that will be necessary to mitigate the cumulative impacts of traffic growth from this and other expected projects. The amount of the participation shall be determined before the annexation of the Property is finalized. The fees will be used toward improvements in the Southside or locations impacted by the Basalt Mini-storage traffic.
12. The Town is holding discussions to determine if the construction of a roundabout or other traffic-calming device is advisable on South Side Drive. Prior to the adoption of Final Site Plan approvals, the Town will have determined if the construction of a roundabout or other improvement is desired and the funding contributions required of the proposed developments along South Side Drive will be calculated.
13. The proposal to make Meadowview and Alexander Lanes, west of Southside Drive, private roads with the necessary emergency access and utility easements is acceptable. The gates to be provided shall meet the specifications set forth in Fire Marshal, Bill Harding's comments dated January 25, 2016.

Engineering and Related Technical Issues

14. As part of Final Site Plan Review submittal, the Applicant shall include a snow storage plan.
15. The Applicant shall work with Black Hills Energy (KN-Energy) to modify the existing utility easements on the 1.3-acre property adjacent to the Rio Grande Trail and demonstrate the efforts that have been made as part of the Final Site Plan submittal.
16. The Final Site Plan Application shall address the flood potential of flows from upslope areas to the south as has been recommended for other properties in the vicinity by the Colorado Geological Survey.
17. (To be deleted once FEMA approves the changes to the floodplain map for southside and eliminates the need for river improvements.) The

Applicant shall agree to be in a special district to help fund river and flood prevention improvements. River improvements may be needed to ensure better vehicle exiting for all of Southside in the event that flooding occurs even with the Town's recent efforts to revise the floodplain maps. While the district is not established at the present time, the concept would be that all annexations contribute to some extent to the funding of needed river improvements. This type of project would be assessed at a lesser extent than properties adjacent to the river, which benefit to a much greater extent by the improvements.

18. The access gate locations are acceptable to the Town as long as the Applicant understands that they are responsible for keeping Meadowview and Alexander Lanes, west of South Side Drive, open and free of parked vehicles.
19. The Final Site Plan Application shall include a revised site plan that permits larger delivery trucks to make the turning movement onto Alexander Lane from South Side Drive without crossing lanes per comments from Chris Lehrman of SGM dated February 8, 2016.
20. As part of the Final Site Plan Application, the Applicant shall demonstrate compliance with Fire Marshall, Bill Harding's comments dated January 25, 2016.
21. As part of the Final Site Plan Application, the Applicant shall demonstrate compliance with the Basalt Sanitation District's comments from Lee Leavenworth dated March 3, 2016 and Wyatt Popp dated March 3, 2016.

Water Issues

22. The Basalt Mini-Storage Expansion project shall be subject to certain surcharges, as provided in the Municipal Code, for connecting to the existing water distribution system and for reimbursement of costs incurred by the Town in designing and constructing the Southside Water Tank. The Applicant shall update the RHN Water Resources Consultants, Inc. report (dated March 7, 2007) for submittal with the Final Site Plan Application to reflect the amended development program.
23. The Applicant shall meet the basic water rights dedication requirement of the Town Code by dedicating, by special warranty deed, all direct flow and storage water rights appurtenant to the land to be annexed. This shall include pertinent water rights in the Home Supply Ditch, Williams No. 1 Ditch, and the Forker Ditch, as further described in the email from Tom Kinney, former Town of Basalt Water Attorney, to Becky Nichols dated

April 6, 2007. The Applicant shall be required to provide a cash-in-lieu payment reflecting the cost of the Town's obtaining direct diversion and augmentation water rights, and any changes of existing water rights sufficient to meet the full build-out municipal water service demand occurring during the irrigation and non-irrigation seasons for any shortfall.

24. The Town shall lease back portions of these water right priorities for continuation of raw water irrigation within the Basalt Design District Parcels. (Water rights are typically an issue that is considered by Town Council as part of their review)
25. The Applicant shall provide raw water irrigation to any landscaped areas.
26. Implement to the satisfaction of Town Engineer, the recommendations of SGM's 2006 water distribution analysis, which identifies the need for improved looping of water lines in this area of Southside as proposed in the Application.

Pedestrian Easement:

27. The Applicant shall dedicate a 10-foot wide temporary public pedestrian and a separate construction easement on the Basalt Design District Property directly south of the Fiou Lane in order for the Town to develop a temporary asphalt path so that pedestrians would not have to cross the road to walk from the Rio Grande Trail to the Basalt Avenue underpass. The temporary public pedestrian and construction easement shall be dedicated within 180 days of final development review approval and shall be valid until the property on the south side of Fiou Lane is developed.

Phasing and Vested Rights:

28. The Final Site Plan submittal shall include a phasing plan for installation of the 8-inch looped water line prior to the issuance of a certificate of occupancy on the first storage building to be constructed on the property. The looped, all-weather, class 6 gravel road shall be provided prior to the issuance of a certificate of occupancy on the first storage building and installation of the finished asphalt surface on the looped road shall be required prior to the earlier of: 1) the issuance of a building permit on the third of the four (4) storage buildings, or 2) six (6) years from the issuance of a final development approval. Additionally, the Final Site Plan submittal shall identify the Applicant's acceptance that the 2-year warranty on the looped water line will not commence until an asphalt surface is installed over the waterline.

29. The Final Site Plan submittal shall include the following phasing:
- a. A building permit on the first building shall be obtained within one year of the effective date of a final ordinance of approval; and,
 - b. A building permit on the second building shall be obtained within 2.5 years of obtaining a building permit on the first building; and,
 - c. A building permit on the third building shall be obtained within 3 years of obtaining a building permit on the second building; and,
 - d. A building permit on the fourth building shall be obtained within 3 years of obtaining a building permit on the third building.
 - e. In the event that the Applicant obtains a building permit early on any one of the building identified above, the subsequent permit threshold will not be moved up.
 - f. Within nine and a half (9.5) years of obtaining final development approvals on the mini-storage, building permits shall be obtained and construction will be commenced on each of the four (4) ministorage buildings proposed.
 - g. Once a building permit is received from the Town on a building, the Applicants shall pursue construction with no cessation or lapse in construction of greater than six (6) months.

Attachments:

Applicant's 6/7 Handout
Public Correspondence

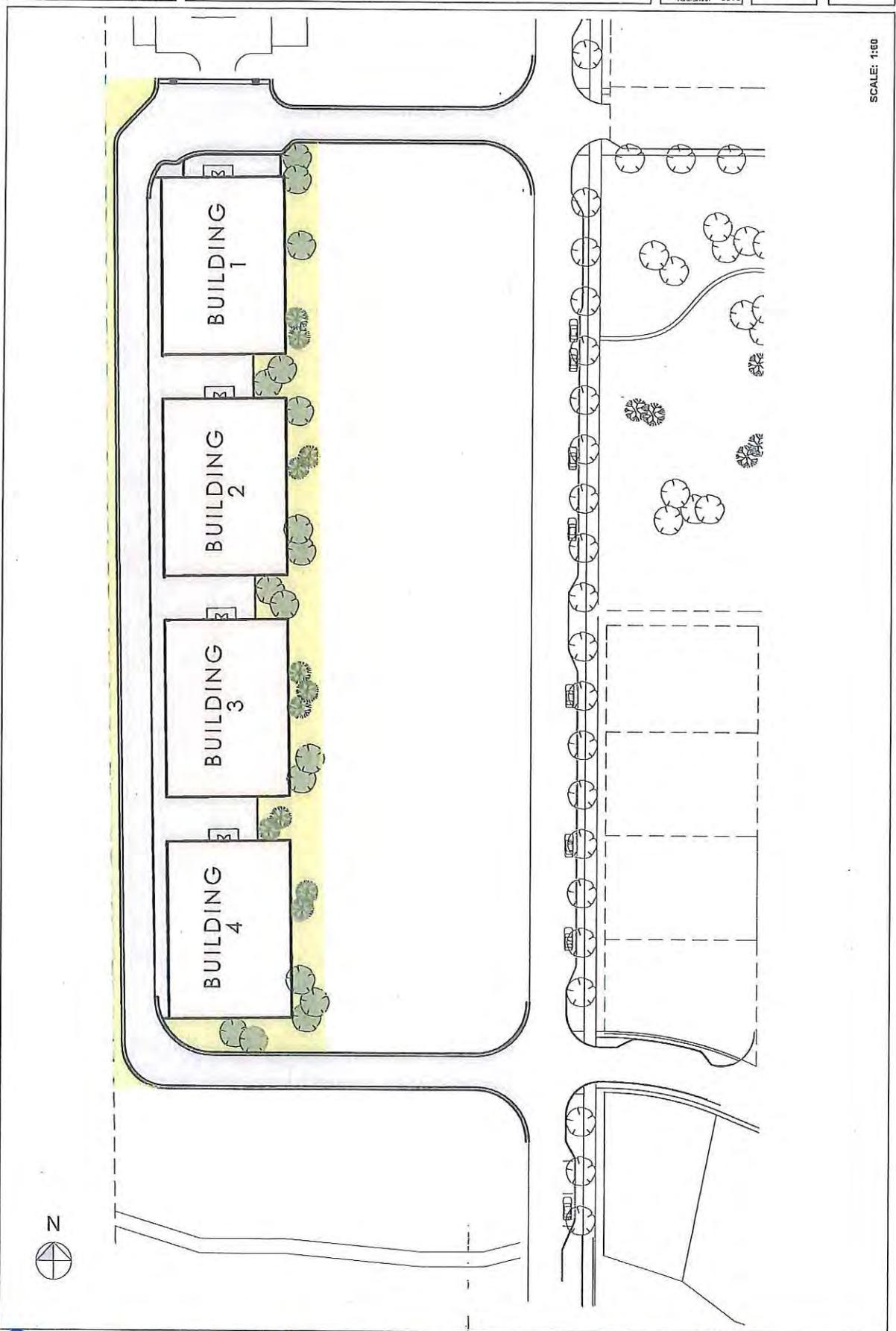
L	W	D	P
LIPKIN WARNER DESIGN & PLANNING			
70 EAST VALLEY RD SUITE 201 FLORENCE, CO 81031			
771 916-1113 916-224-1113 www.lipkinwarner.com			

DAVIDCO LLC
 BASALT MINI STORAGE EXPANSION
 BASALT, CO 81621

DATE ISSUED: 11.15.15
 DATE: 11.15.15
 TYPE: SITE PLAN

**SITE/
 LANDSCAPE
 PLAN**

A-100



SCALE: 1:60

Please bring Mini-storage App. to Meeting.

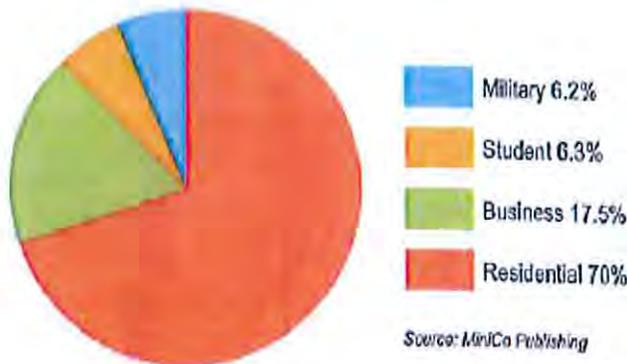
Discussion Handout

Before presenting our proposed expansion of **Basalt Mini Storage**, I would like to briefly acquaint you with some interesting facts and highlights of the "Mini Storage" industry based upon National Averages and how they compare to the **Roaring Fork Valley**.

The mini storage industry has been one of the fastest growing sectors of the Commercial Real Estate industry over the last 35 years.

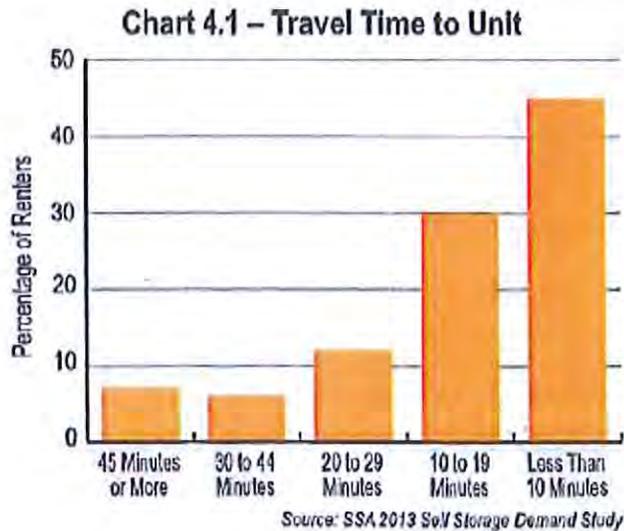
1. There are approx. **51,500** mini storage properties in the US that comprise approx. **2,650,000,000** square feet nationwide.
2. There are approx. **8.32** square feet of rented square footage - per person, in the US.
3. Nearly **1 in 10** US Households currently rent a mini storage unit.
4. It took the mini storage industry more than 25 years to build the **first billion** square feet of space while the **second billion** square feet of space was built in only 8 years. This is a testament to the obvious need, acceptance, demand and popularity of the mini storage concept.
5. **All totaled**, there are approx. **229,000 square feet** of mini storage space in our immediate RFV market area. (Storage Mart @ 79,000 + All Hours Storage @ 29,000 + BMS @ 69,000 + Aspen Mini Storage @ 25,000 + Aspen Self Storage @ 27,000 = 229,000 total s/f).
6. **The amount of Mini Storage Space rented to businesses**, as a National Average, is approx. **17.5%**.

Chart 3.1 – Tenant Mix



The amount of Mini Storage space rented to business in the BMS facility is approximately 38% or 20.5% more than the national average.

7. The average **Travel Time** by individuals from home to their storage unit, as a National average, is as follows:
- 45% reported that their unit was less than 10 minutes from home,
 - 30% reported they drive 10 to 19 minutes from home,
 - Only 7% are located more than 45 minutes from home.



The point here is that customers want to be as close as possible to their storage unit.

9. There are approximately **608 existing BMS's tenants**, (both individuals and businesses) and our records show that they come from the following areas:
- 20%** or 120 tenants (78 individuals and 42 businesses) all have Basalt addresses,
 - 50%** or 304 tenants (245 individuals and 49 businesses) have Aspen/Snowmass or Pitkin and Eagle County addresses,
 - 25%** or 155 tenants are individuals with addresses from out of the area. They are composed of seasonal workers or 2nd home owners, fractional interest or time share owners that frequent Basalt.
 - Only **5%** or 29 tenants (24 individuals and 5 businesses) have addresses west of El Jebel.

95% of BMS's occupancy is considered to be from Basalt to up valley Aspen, Snowmass, Old Snowmass including unincorporated Eagle and Pitkin Counties in between.

Now, with your new found knowledge about mini storage, please consider the following three reasons why BMS should be allowed to expand.

1. **Need:** Mini storage provides a necessary and acceptable product and service to **both individuals** and businesses alike. This is especially true for seasonal workers, Tenants in apartments, condos, townhouses, affordable housing and **yes, bandit units**. Furthermore, local businesses are paying **very expensive rental rates** for retail space but using it for storage space.

2. **Existing Availability:** The **occupancy** of all the existing facilities totaling 229,000 square feet in our portion of the RFV is believed to be in the mid **90% percent range**. Note that there has not been any new mini storage space developed, in our market area, since BMS last expanded in 1998.

3. **Future Impacts:** One can easily project that if the present and ever increasing demand for mini storage is not met soon, 3 **immediate** and **negative** things will result.

- a. Storage rates will climb significantly,
- b. Down valley storage facilities will expand to meet the demand increasing down valley traffic making the “carbon footprint” even more intolerable.
- c. Preventing BMS from expanding is an unfair penalty on a **successful** and **community** oriented business.

Finally, as we go through this application process we hope to demonstrate why this carefully phased expansion is a Triple Net (NNN) win, win, win... for the customer, the Town of Basalt and the surrounding community.

1. First, this expansion is on property already master planned to allow mini storage and is adjacent to an existing successful business. A win for everyone.

2. Second, BMS will be able to offer more amenities to its present and future customers like the following:

- a. Adding modern “Climate Control” units that do not exist in the valley today,
- b. Designing a more modern, secure and safer facility,

All of these amenities are a win for everyone.

3. Thirdly, since the year 2000 BMS has paid approximately **\$1.5 million dollars** in real estate taxes for the existing facility. This amount would more than double in the coming few years as the proposed expansion builds out.

But, the really significant point about this tax income stream to Basalt, the schools and other community entities... is that there are virtually little to no “county, town or special district **services or impacts**” that would offset this income; meaning no increase in school enrollment, no social services demands, no chronic police protection and significantly less demands on sewer, water and roads compared to any other type of development.

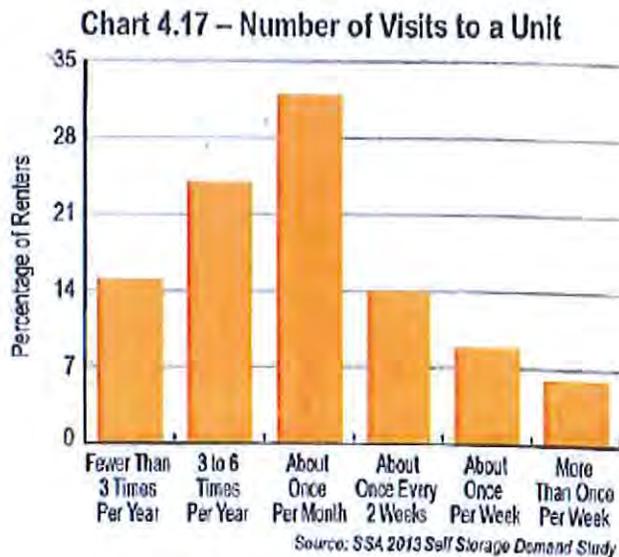
Again, this is another huge net win for Basalt and the surrounding community.

Note that I have attached some additional facts and statistics for your edification and future discussion points.

**Additional information regarding
Mini Storage for your edification and future discussion points**

1. What are the **Average daily traffic (ADT) counts?** There are no good National averages to compare with the local market. However, BMS has computerized controlled access with very accurate traffic counts for a 12 month period (*May 1, 2015 through April 30, 2016*). These records indicate the following:
 - a. The ADT count to BMS for the above 12 month period was 17,959 or 49 per day. (*17,959 ADT divided by 365 days = 49 average per day –or- as a percentage of square footage is 0.26 per square foot on an annual bases (17,959 divided by 69,000 sff in the existing BMS = 0.26 per sff).*)
 - d. The proposed BMS expansion of 80,000 square feet, at buildout, would generate an additional estimated ADT count to BMS of 55 per day (*0.25 per sff times 80,000 sff = 20,800 ADT divided by 365 days = 57 r/o*). Total for existing and proposed expansion is 106 Average Daily Cars (49 plus 57).

2. The average number of visits to an individual’s unit, as a National average, is as follows:
 - a. 33% of individuals access their unit approximately 1 time per month,
 - b. 24% reported they accessed their unit 3 to 6 times a year,
 - c. 15% said they visited fewer than 3 times a year,
 - d. Finally, only 9% said they visited their unit about 1 time per week.

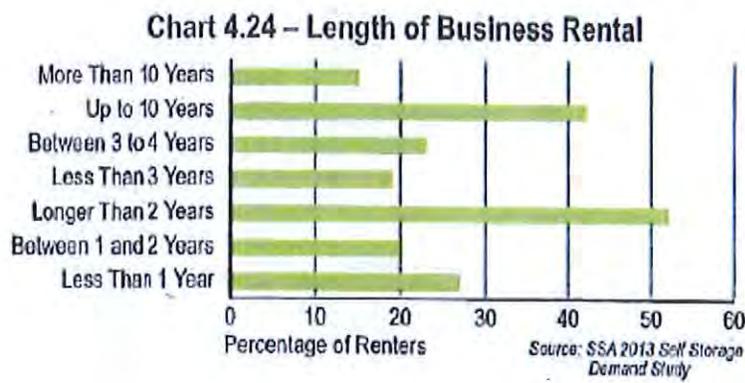


2. The average **length of stay for individuals**, as a National average, is as follows:
 - a. 52% of individuals reported renting their unit long than a year,
 - b. 30% said they rented for more than 2 years,
 - c. 13% rented for less than 3 months.



*Note: The average length of stay for all BMS individual customers is 23 months. Furthermore, of the approximate **608 BMS customers**, **401** customers have been tenants for over 1 year.*

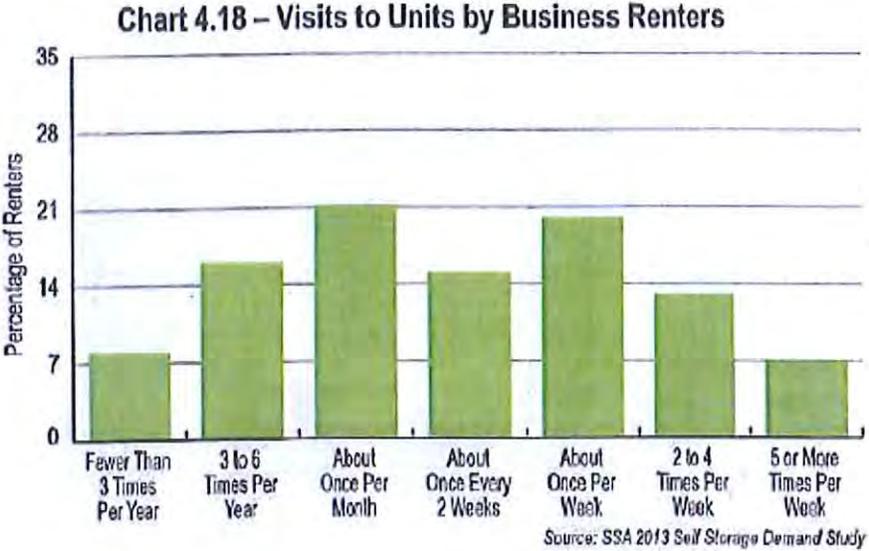
3. The average **length of stay for businesses**, as a National average, is as follows:
 - a. 52% said they stayed longer than 2 years,
 - b. 42% reported they stayed up to 10 years,
 - c. 27% said they stayed less than one year.



Note: BMS does not have separate estimates as to the length of stay for its business customer. However, since we have approximately 20.5% more business customers than the national average, we assume that we exceed the national averages listed above. A number of our business customers have been with us since we first opened in 1994

4. The average number of visits to a business customer's unit, as a National average, is as follows:

- a. 20% of businesses visited their unit 1 time per week,
- b. 13% said they visited their unit 2 to four times a week,
- c. 21% reported they visited their unit once a month,
- d. Only 8% said they visited their space fewer than 3 times per year.



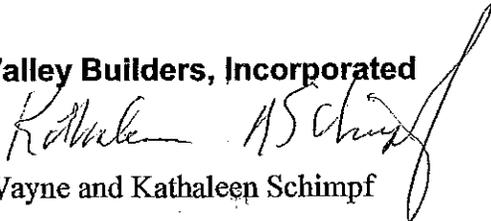
5/16/2016

VALLEY BUILDERS, INC
P O BOX 1036
BASALT, CO 81621

BASALT MINI STORAGE
P O BOX 355
BASALT, CO 81621

We think this a great idea. People in Basalt are always short of storage space.
We are happy to support this expansion and want to wish Basalt Mini Storage
the best of luck in getting this expansion passed.

Valley Builders, Incorporated


Wayne and Kathaleen Schimpf

Clay Crossland

From: Zak Fishkin <zak@doublediamondmoving.com>
Sent: Monday, May 16, 2016 1:43 PM
To: Clay Crossland
Subject: Double Diamond Moving & Storage

Good Afternoon Clay,

My business is looking to grow to the meet the warehousing demands of the Roaring Fork Valley. I spoke with you a couple of years ago about building a warehouse that would fit our needs but we were unable to find a solution at that time.

I'd like to open up the conversation again of potentially accommodating our needs of approximately 10,000 square feet with 24' clearance within the mid-valley.

Thank you for your time and I look forward to hearing back.

Zak Fishkin - owner

Double Diamond Moving & Storage

970.927.3770 office

970.366.1063 mobile

970.927.4143 fax

zak@doublediamondmoving.com

www.doublediamondmoving.com

Mary Jo Hughes

From: RICHARD CARTER <dickcarter46@mac.com>
Sent: Friday, April 29, 2016 5:00 PM
To: Mary Jo Hughes
Cc: CARTER RICHARD
Subject: Re:

To Whom It May Concern

It has come to my attention that the Basalt Mini Storage in BASaklt is seeking permission to expand their facility with additional storage units for public storage.

I strongly urge that tis request be approved.

Due to the scarcity of storage facility in the Mid Valley prices on storage units have gone up dramatically. Unless the demand can be met this trend in upward price might continue to the point where small local business will not be able to afford this important business resource. The impact on local business would be regrettable. I hope the request for expansion will be approved.

Regards

Dick Carter
po box 1985 Basalt, CO. 81621

On Apr 29, 2016, at 2:12 PM, Mary Jo Hughes <maryjo@bta.bz> wrote:

Hï Dick,

Thank you for your time this afternoon. In regards to the annexation and approval for additional mini storage, what we are looking for is supplying the need for storage in our area. We want to keep it affordable and yet convenient. In order for that to happen we need to expand.

I appreciate your help in this matter.

You can email a letter to maryjo@bta.bz.

Thank you.

Mary jo

Avalanche Cheese Company
216 Cody Lane
Basalt, CO 81621
May 2, 2016

Clay Crossland
Basalt Mini Storage
400 W. Cody Lane
Basalt, CO 81621

Dear Clay,

I would like to offer my support in regards to your hope to expand the Basalt Mini Storage. As a business owner that takes advantage of your facilities, I think your business offers a valuable service to residents and business owners in Basalt. We often find ourselves overflowing our expensive office and housing in this town and I really appreciate having a storage facility right in the neighborhood.

Your facility is also, clean, well-maintained and secure. The mixed-use neighborhood is also the perfect place for storage as it is close to businesses and residences alike.

I think your reputation for running a top notch facility is undisputed and wish you the best of luck with your expansion and I hope it is approved.

Regards,
Wendy Mitchell
Wendy Mitchell
Owner/Founder
Avalanche Cheese Company

WILLIAM B. CAMPBELL

ARCHITECT, P.C.
175 Big Hat Road
Basalt, CO 81621-9778
(970) 927-4425

Basalt Mini Storage
PO Box 335
Basalt, CO 81621

April 30, 2016

Dear Mary Jo,

I couldn't agree more with your insight regarding the need for additional storage facilities in Basalt. All my residential clients list it as a high priority item in their building programs. Given the tight housing market at present, affordable units would be an important amenity for the community.

If you wish, I would be happy to provide you with a proposal for comprehensive architectural services that could include, site planning and development, procurement of government approvals, construction documents, building permits and construction observation, among others.

Good luck with you project and don't hesitate to contact me regarding any any assistance that I might provide.

Sincerely,

William Campbell

Clay Crossland

From: Basalt Mini Storage <basaltms@bta.bz>
Sent: Tuesday, May 17, 2016 8:20 AM
To: Clay Crossland
Subject: FW: Notice from Basalt Mini Storage: BMS News - Expansion

From: dan.marinier@gmail.com [mailto:dan.marinier@gmail.com]
Sent: Monday, May 16, 2016 5:43 PM
To: Basalt Mini Storage <basaltms@bta.bz>
Subject: Re: Notice from Basalt Mini Storage: BMS News - Expansion

To whom it may concern,

Will you be offering a price reduction in exchange for us writing an email? Or is there another incentive? Or will this cause another increase in our monthly payments to cover cost of your new construction? Please let me know if our rates will be increased again because those will factor in my decision to remain using your storage or move to another more cost effective location.

Sincerely,
Dan Marinier

Sent from my iPhone

Basalt Mini Storage

PO Box 335
Basalt, CO 81621
(970)927-3700



May 11, 2016

Patricia Milligan
41 Aspen Village
Aspen, CO 81611

Re: Space(s) No: CC47

Dear Patricia Milligan,

Due to the high occupancy of BMS and all the other mini storage units in the area, BMS is in the process of requesting approval from the Town of Basalt to expand our existing facility.

Said expansion would be on property immediately south of our existing Annex facility fronting Fiou Lane. Our proposal is for four separate two story buildings containing approximately ten thousand square feet of space on each floor. Each building will be designed and built featuring the latest modern, safe and secure techniques and materials. In addition, we will build a certain amount of "Climate Control" space for those who desire to upgrade. There will still be a certain amount of units on the first floor with outside access and a certain amount of units that will be accessed from a ground hallway similar to what we have now. The second floor will be serviced by an elevator.

If approved, this expansion would be phased by building four separate buildings one at a time. We project the build out will occur over a seven to nine year period depending upon demand.

We very much would appreciate you taking a moment to write or email a brief statement of support for this expansion application. You can either email us at Basalt Mini Storage or mail your comments to Basalt Mini Storage, PO Box 335, Basalt, CO 81621.

Thanks for your consideration.

Sincerely,
Basalt Mini Storage
Management

*Why not? I can barely
afford you now. Please
don't raise your rates. Good
luck. Patricia Milligan*

Basalt Mini Storage

Subject: FW: Notice from Basalt Mini Storage: BMS News - Expansion

From: dan.marinier@gmail.com [mailto:dan.marinier@gmail.com]
Sent: Monday, May 16, 2016 5:43 PM
To: Basalt Mini Storage <basaltms@bta.bz>
Subject: Re: Notice from Basalt Mini Storage: BMS News - Expansion

To whom it may concern,
Will you be offering a price reduction in exchange for us writing an email? Or is there another incentive? Or will this cause another increase in our monthly payments to cover cost of your new construction? Please let me know if our rates will be increased again because those will factor in my decision to remain using your storage or move to another more cost effective location.

Sincerely,
Dan Marinier

Management

Basalt Mini Storage

From: Leslie T. Waters <ltwaters@comcast.net>
Sent: Monday, May 16, 2016 8:25 AM
To: Basalt Mini Storage
Subject: Expansion approval

Town of Basalt,

We want to express our vote in favor of the expansion of the Basalt Mini Storage Facility. We have had a storage unit there for several years and think it is an extremely well-run operation.

Leslie Waters

Leslie Waters
970 379-9828

Basalt Mini Storage

Subject: FW: Notice from Basalt Mini Storage: BMS News - Expansion

From: aw.ross@yahoo.com [mailto:aw.ross@yahoo.com]
Sent: Thursday, May 12, 2016 3:02 PM
To: Basalt Mini Storage <basaltms@bta.bz>
Subject: Re: Notice from Basalt Mini Storage: BMS News - Expansion

I support Basalt Mini Storage's expansion application. Building 4 separate buildings one at a time, over a 7 to 9 year period makes sense depending on demand at that time.

Sincerely yours,
Angela Ross
561.927.7464

Basalt Mini Storage

From: DFStuart <dfstuart@aol.com>
Sent: Thursday, May 12, 2016 10:00 AM
To: Basalt Mini Storage
Subject: Expansion

Basalt Mini Storage,

It is very exciting to hear you are expanding, as I had to wait for a space to open when I first started using your facility.

The climate controlled storage space is of interest to me in the future.

Please send me a storage space layout of your first phase of expansion as I may want to reserve a spot there.

Thank you and good luck with your project!

Best, Doug Stuart

DFStuart
dfstuart@aol.com
iCoconut

Basalt Mini Storage

From: larry sherman <dlssaba@me.com>
Sent: Thursday, May 12, 2016 9:06 AM
To: Basalt Mini Storage
Subject: Basalt Mini Storage Expansion

I am a very satisfied customer of Basalt Mini Storage and I totally support the need for additional storage in this area. It was very difficult to find space for storage after selling our home in Snowmass Village.

Basalt Mini Storage

Subject: FW: Notice from Basalt Mini Storage: BMS News - Expansion

From: wolf Gensch [mailto:wolf@gensch.org]
Sent: Thursday, May 12, 2016 8:10 AM
To: Basalt Mini Storage <basaltms@bta.bz>
Subject: RE: Notice from Basalt Mini Storage: BMS News - Expansion

Re.: expansion of Basalt Mini Storage,

I have had a large storage unit at Basalt Mini Storage for many years and like the close proximity and location. With ever more population living and residing in the valley additional storage is needed. I am well aware of the storage shortage in the upper valley. To lessen the vehicular traffic up and down the greater valley, additional storage would help.

I fully support the expansion of Basalt Mini Storage.

Wolf Gensch
Wolf Gensch Construction Company

Basalt Mini Storage

From: i l <ianlong.zg@gmail.com>
Sent: Wednesday, May 11, 2016 8:51 PM
To: Basalt Mini Storage
Subject: Expansion

Usually when a company does an expansion it usually means a raise in storage fees so I'm not too excited upon hearing this news. Please tell me I'm wrong. I have already had two increases in two years. A third will make me look for another storage unit. I'm not alone on this thought. thanks Ian long

Sent from my iPhone

Basalt Mini Storage

Subject: FW: Notice from Basalt Mini Storage: BMS News - Expansion

From: Chris Durham [mailto:durhamc20@gmail.com]
Sent: Wednesday, May 11, 2016 2:31 PM
To: Basalt Mini Storage <basaltms@bta.bz>
Subject: Re: Notice from Basalt Mini Storage: BMS News - Expansion

I think it would be awesome to be able to expand because they are the best storage place in the valley they are very nice and polite people that work there and they care about there customers so please allow this expansion to happen thank you Christopher Durham

Basalt Mini Storage

From: Ned Collum <Ned@go5343.com>
Sent: Wednesday, May 11, 2016 12:13 PM
To: Basalt Mini Storage
Subject: expansion

Categories: Red Category

BTA,

Is the property in front of the units still zoned commercial? Since I have a place across the street I am concerned about the aesthetics of the storage units, or whatever is in front of them.

Ned

NED COLLUM
1033 Tierra Lago Way
Naples, FL 34119
239-963-8181(Home)
970-618-3201(Cell)

Basalt Mini Storage

Subject: FW: Notice from Basalt Mini Storage: BMS News - Expansion

From: Trudy White [mailto:gocolorado1@gmail.com]
Sent: Wednesday, May 11, 2016 10:18 AM
To: Basalt Mini Storage <basaltms@bta.bz>
Subject: Re: Notice from Basalt Mini Storage: BMS News - Expansion

Hello from Trudy White.

Wow on one hand the storage must be necessary which means the valley is booming with new people WHICH is good and bad-the bad part will be too much traffic and how will this impact our quiet valley life?

Must be people with financial means to be moving into the valley? Too bad my means remain the in the same--
ha ha

That being said I hope you are doing well. I'm leaving Clearwater, FL, May 26 to visit mom in her nursing home in Iowa. Still hard on her to be there and me too. Fly to Aspen, June 3 so hope to see your smile perhaps the next week depends upon how I get moved back into my condo.

Trudy

Basalt Mini Storage

From: azaino@aol.com
Sent: Wednesday, May 11, 2016 9:10 AM
To: Basalt Mini Storage
Subject: expansion

this sounds like a good project. alison zaino

Basalt Mini Storage

Subject: FW: Notice from Basalt Mini Storage: BMS News - Expansion

From: Joe [mailto:jjnedlin@gmail.com]
Sent: Wednesday, May 11, 2016 8:32 AM
To: Basalt Mini Storage <basaltms@bta.bz>
Subject: Re: Notice from Basalt Mini Storage: BMS News - Expansion

I believe the expansion of the Basalt Mini Storage will add needed facilities to our expanding Roaring Fork community.

The facility is well run and the personnel are professional.

Joe Nedlin

Aspen

Basalt Mini Storage

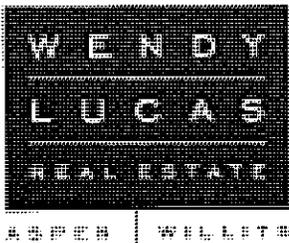
From: Wendy Lucas <Wendy@wendylucas.com>
Sent: Wednesday, May 11, 2016 8:27 AM
To: Basalt Mini Storage
Subject: Expansion

Basalt Mini Storage,

This is great. We definitely need more storage options in the valley and in the midvalley in particular. I support the expansion application 100%.

Sincerely yours,

Wendy Lucas



WENDY LUCAS

OWNER | BROKER

WENDYLUCAS.COM

970.379.6266

256 ROARING FORK DRIVE | ASPEN CO 81611

Basalt Mini Storage

From: Bob & Lucy <rlhembel@yahoo.com>
Sent: Wednesday, May 11, 2016 8:18 AM
To: Basalt Mini Storage
Subject: Expansion of BMS

We approve of the expansion of the facilities at BMS. The proposed expansion is a necessity for the area.

Thank you for the opportunity to voice our opinions.

Sincerely,
Bob & Lucy Hembel

Sent from my iPhone

Basalt Mini Storage

From: Smokin' Joe Kelly <smokinjoe3161@gmail.com>
Sent: Wednesday, May 11, 2016 8:17 AM
To: Basalt Mini Storage
Subject: Mini storage expansion

I am writing this email in support of the expansion of Basalt Mini Storage. I have had a unit there for over a year and it has served me very well. There is a great need for storage as people have too much stuff in general and are in constant flux so it seems. Expansion of this is so they will serve a great many people and possibly lower the rates sincerely Joe Kelly.

Basalt Mini Storage

From: Jamie Brewster McLeod <jamie@brewstermcleod.com>
Sent: Wednesday, May 11, 2016 8:12 AM
To: Basalt Mini Storage
Subject: Expansion

Basalt Mini Storage has been a great asset for my company, providing additional storage space to the Aspen area. I fully support their expansion.

Jamie L. Brewster McLeod, AIA
President
LEED Accredited Professional
2013 40 Under 40 Award Winner

Brewster McLeod Architects, Inc.

Aspen: 112 South Mill St. #B-Top Floor, P.O. Box 697, Aspen, CO 81611, T 970/544.0130, F 970/544.9201
Telluride: 126 South Oak St. #A, Telluride, CO 81435, T 970/728.4300
Please send all mail, samples or packages to the Aspen Office
www.brewstermcleod.com

Basalt Mini Storage

From: Margaret Idema <marg609@gmail.com>
Sent: Wednesday, May 11, 2016 6:56 AM
To: Basalt Mini Storage
Subject: expansion feedback

Hello,
I currently have two storage units...one for my car, and another for clothes and accessories. I would be interested in possibly upgrading to a climate control unit for my clothes, but in any event, I fully support the development of new storage units.

Thank you for the opportunity to express my opinion ~~ Margaret Idema

Basalt Mini Storage

Subject: FW: Notice from Basalt Mini Storage: BMS News - Expansion

From: Rose Ann Leiner [mailto:roseannleiner@mac.com]
Sent: Wednesday, May 11, 2016 12:23 AM
To: Basalt Mini Storage <basaltms@bta.bz>
Subject: Re: Notice from Basalt Mini Storage: BMS News - Expansion

I am pleased to hear that Basalt Mini Storage continues to be a successful business and is planning to expand. Over the last twenty years, I have used a number of storage facilities in the Roaring Fork Valley and I continue to have a number of units at BSM. The quality of BSM's facilities and the standard of service by their people is exemplary - an expansion of the facility will certainly be an asset for the town of Basalt.

Best,

Michael Leiner

On May 11, 2016, at 1:34 AM, Jean <michael@mleiner.com> wrote:

Sent from my iPad

Begin forwarded message:

Basalt Mini Storage

From: Hayley KILLAM <hayleykillam@mac.com>
Sent: Tuesday, May 10, 2016 8:02 PM
To: Basalt Mini Storage
Subject: Comments

Hello, I would be interested in acclimate controlled unit...also wine storage!
Thanks
Hayley Killam

Sent from my iPhone

Basalt Mini Storage

From: Ken Jones <pbsurgkj@aol.com>
Sent: Tuesday, May 10, 2016 6:23 PM
To: Basalt Mini Storage
Subject: Expansion support

We agree that expansion is necessary based on customer demand. This is a good sign of a well run business improving for all. Anne and Kenneth Jones

Sent from my iPhone

Basalt Mini Storage

Subject: FW: Notice from Basalt Mini Storage: BMS News - Expansion

From: sgertzbein@gmail.com [mailto:sgertzbein@gmail.com]

Sent: Tuesday, May 10, 2016 5:35 PM

To: Basalt Mini Storage <basaltms@bta.bz>

Subject: Re: Notice from Basalt Mini Storage: BMS News - Expansion

Dear Mary Joe:

I am very pleased to hear that the Basalt Mini Storage facility is expanding. I for one would strongly support this expansion. In fact, I would like to move into one of the more modern units when completed.

Yours sincerely,

Stan Gertzbein

Sent from my iPhone

Basalt Mini Storage

From: Chequers Of Aspen <sales@chequersaspen.com>
Sent: Tuesday, May 10, 2016 5:25 PM
To: Basalt Mini Storage

I think that the expansion to your existing storage facility is a great idea, and am quite sure that the high demand for additional storage at your facility is in large part due to the exceptional customer service you provide to your clients. I hope that you get immediate approval and are able to begin building in the near future.
Wishing you all the best!
Becky and Michael Dumeresque

***Visit our webpage at www.Chequersaspen.com
Like us on facebook – ChequersofAspen
Instagram- @ChequersAspen***

***Chequers
520 East Cooper
Aspen CO 81611
970-925-7572 (Phone)
970-925-1330 (Fax)
sales@chequersaspen.com***

Basalt Mini Storage

From: Joseph Nedlin <jjnedlin@icloud.com>
Sent: Tuesday, May 10, 2016 4:53 PM
To: Basalt Mini Storage

Please be advised that I fully support the expansion of Basalt Mini Storage. The owners of BMS have shown that they run a good property and are very professional.

Joe Nedlin
Apspen

Sent from my iPhone

Basalt Mini Storage

Subject: FW: Notice from Basalt Mini Storage: BMS News - Expansion

From: bdalessio@comcast.net [mailto:bdalessio@comcast.net]
Sent: Tuesday, May 10, 2016 4:12 PM
To: Basalt Mini Storage <basaltms@bta.bz>
Subject: Re: Notice from Basalt Mini Storage: BMS News - Expansion

Hi

I would like to indicate my support for your plan. You have indicated over the years that you are great citizens who support the town and your clients .

I have no doubt that the proposed building will cause no ill effect on your neighbors or the adjacent community.

Thank you for running a model business.

Bob Dalessio
Aspen, Colorado

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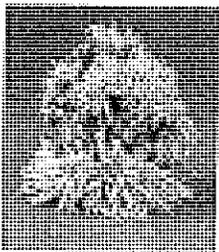
Sent from Mail.Ru app for Android

Basalt Mini Storage

From: Tania Dibbs <tania@taniadibbs.com>
Sent: Tuesday, May 10, 2016 4:05 PM
To: Basalt Mini Storage
Subject: storage facility expansion

Since space is expensive to rent or buy in our area, it is essential for local businesses to have affordable overflow storage space for their business needs. I support expanding the local storage facility.

Thank you,
Tania Dibbs



Tania Dibbs
Big Sky Studio, Inc.
266 Mountain Court
Basalt, CO 81621
970-948-4075



www.taniadibbs.com

MEMORANDUM

To: Chairman Johns and Basalt Planning and Zoning Commission
Thru: Susan Philp, AICP Planning Director
From: James Lindt, AICP Assistant Planning Director
Date: May 3, 2016
RE: Public Hearing- 309 E. Sopris Drive Rezoning to R-3 TN and Special Review for an Accessory Dwelling Unit (ADU)- Continued from April 19th

I. Purpose

Kai Peterson ("Applicant") is requesting approval of a Rezoning application to R-3 TN and a Special Review to construct a new single-family residence at 309 E. Sopris Drive and deed-restrict the existing residence on the site as an ADU.

II. Background

The property at 309 E. Sopris Drive contains an existing residence of approximately 840 square feet. The property is currently zoned R-3, but is proposed to be rezoned to R-3 TN to accommodate the proposed ADU. A zoning interpretation was provided in 2008 (attached) and subsequently updated (update attached) indicating that the Applicant could construct an attached addition onto the existing residence, but that it could not contain a second kitchen unless the Applicant rezoned the property to R-3 TN and obtained Special Review approval for an ADU. An ADU is a Special Review Use in the proposed R-3 TN Zone District on properties that contain greater than 8,000 square feet. The intent of the interpretation was to clarify the Property Owner's options for preserving the existing residence that was built around 1907.

The Applicant desires to include a second kitchen on the site in the proposed addition and has requested the rezoning to R-3 TN and Special Review approval to convert the existing residence to an ADU and make the addition to the residence the primary residential unit on the site. The new unit is proposed to be approximately 1,760 square feet.

III. Review Process

The P&Z makes a recommendation to the Town Council on the Rezoning and Special Review requests for the ADU pursuant to Town Code Section 16-267, *Amendment Procedure*, and 16-44, *Special Review Application Approval Procedures*.

IV. Discussion Items

Consistency with Master Plan: The 2007 Basalt Master Plan includes objectives related to “promoting policies and locations appropriate for accessory dwelling units to be integrated into existing neighborhoods”. Additionally, the Master Plan includes objectives regarding “stemming the loss of accessory dwelling units” and “encouraging these types of units to provide work-force housing and diversity in the community’s housing inventory”. Staff believes that the proposed rezoning and special review application is consistent with these Master Plan policies.

Consistency with Neighborhood Character: The adjacent property to the east of the subject property was rezoned from R-3 to R-3 TN in 2000 and received Special Review Approval for an ADU (Yaw Application). Additionally, the R-3 TN Zone District in which the property is proposed to be rezoned has the same allowable Floor Area Ratio (FAR) of .35:1. Staff feels that the proposed rezoning yields a project that is compatible with the scale of the surrounding neighborhood and would permit the existing residence that was built around 1907 to be maintained.

Compliance with R-3 TN Requirements: The proposed 1,760 square foot addition to the existing residence is well within the allowable floor area permitted in the R-3 TN Zone District. The proposed addition when combined with the existing residence would include a total of approximately 2,600 square feet of floor area and the maximum allowable floor area for the site would be 3,140 square feet. Additionally, the property is longer than the minimum lot size of 8,000 square feet required for consideration of an ADU on the site.

In the R-3 TN Zone District, accessory dwelling units are required not to exceed the height of the principal dwelling unit on the site. The proposed addition would comply with this requirement as the existing residence is going to be deed restricted as the ADU and the addition will be the primary dwelling unit on the site. The proposed ADU also may be on the front half of the lot since it is going to be attached to the main residence.

Below is a table comparing the proposed development with the R-3 TN Zone District dimensional requirements:

Dimensional Requirement	R-3 TN	Proposed
Min. Lot Area	8,000 sf for an ADU	8,973 sf
Building Height	24 Feet to Midpoint	20 Feet to Midpoint for New House
Ridge Height	28 Feet	27 Feet 6 Inches
# of Stories	2	2
Lot Width	50 Feet	59 Feet

Front Yard Setback	10 Feet Covered Porch 15 Feet Living Areas	4.4 Feet to Existing Residence – Non - conforming Portion of Existing Residence Not Changing
Rear Yard Setback	10 Feet	75 Feet
Side Yard Setback	7.5 Feet	11 Feet
FAR	.35:1	.29:1
Max Lot Coverage	30%	19%
Min Landscape	20%	>50%
Parking	2 Spaces for Main Residence 1 Space for the ADU	2 Spaces for Main Residence 1 Space for ADU
Max. ADU Size	1,000 Square Feet	840 Square Feet

Vehicular Access: The property currently takes vehicular access from a gravel driveway that serves four (4) residences and enters the subject property from the west. The common driveway is approximately 14 feet wide. The common access driveway is located in a 20 foot wide public access easement at its intersection with Sopris Drive, which narrows to a 14 foot wide access easement as it moves south. The Basalt and Rural Fire Protection and Staff have reviewed the Application and believe that there is adequate vehicular access to the site to accommodate the additional dwelling unit. However, construction access will be challenging as it is tight site to stage construction. Neighbors have expressed that there were issues with construction parking blocking access when the residence across the driveway was built several years back. Staff has included draft conditions of approval to help mitigate the construction parking issue as described in the Construction Management Plan section of the memo.

Location and Sufficiency of Proposed Parking: The Applicant has proposed three (3) total off-street parking spaces, two (2) for the main residence and one for the ADU. The Applicant originally proposed for the two (2) off-street parking spaces for the main residence to be nestled between the ADU and the main residence with the ADU parking space proposed to the extreme south end of the property. However, the Applicant changed the proposal so that all three (3) parking spaces are now proposed in proximity to both of the residential units as there was a general thought that it was appropriate to locate all of the parking in close proximity to the residential units in which they serve.

Correspondence from the neighbors includes a request that the number of vehicles being used by residents of the site not be allowed to increase beyond the four (4) vehicles that are currently on the site. Staff understands the concern of the neighbors about visitors blocking the common driveway and would suggest that it be mitigated with the installation of “no parking” signs on the common driveway rather than limiting the number of vehicles that residents of 309 E. Sopris can possess. Staff believes that

limiting the number of vehicles that residents of the subject property can possess would be very difficult to enforce. A draft condition has been included requiring that the Applicant install “no parking” signs in the common driveway in locations approved by the Town Police Chief prior to the issuance of a certificate of occupancy on the proposed residence.

Deed Restriction: The Applicant has proposed to comply with the ADU requirements by deed restricting the property so that one of the two residential dwelling units is to be resident-occupied.

Pedestrian Access: In correspondence, neighbors have expressed concern about potential conflicts between pedestrian circulation and the additional traffic to be caused by the development as there is not a sidewalk on either side of the common driveway. As a means of mitigating this concern, Staff has proposed a condition that the Applicant be required to install a four (4) foot wide crusher fine path along the western extent of the subject property and dedicate a public pedestrian access easement to allow for the public to safely walk to the south end of the common driveway without having to walk in the common driveway.

There is also a public trail easement located on the lot to the east of the subject property that leads to stairs that traverse down the hill to Homestead Drive. The existing trail and trail easement is at the very southern part of the adjacent lot. Staff has included a condition requiring that the Applicant dedicate a four (4) foot wide public pedestrian easement along the southern property line for the length of the Applicant's property. This easement would not connect to the trail and the trail easement on the property to the east at this time. Therefore, Staff thought it was appropriate to require an easement for a potential future trail connection, but not require the Applicant to improve the trail along the southern boundary of his property since it would not connect to the existing trail to the southeast at this time.

Non-Conforming Shed: As part of the development review, Staff received a complaint that there was a shed installed on the property in 2014 that does not meet the setback and size requirements. Staff has included in the draft conditions that the Applicant shall moving and alter the shed or remove the shed prior to the issuance of a building permit on the proposed addition.

Un sightliness of Property/Fencing: As part of the development review, Staff has received correspondence from neighbors regarding there being considerable vehicles and toys such as campers and boats on the site that the neighbors find unsightly. In the neighbor correspondence, they ask that the Applicant be required to install an eight (8) foot tall construction fence along the common driveway to limit the impacts during construction. Staff feels that it is important to mitigate the impacts of the construction and that a construction fence will help in this respect. However, the maximum size fence in the Town's residential zone districts is six (6) feet. Staff has included a draft

condition requiring that the Applicant install six (6) foot tall construction fence along the common driveway prior to commencing construction.

Construction Management Plan: As was outlined earlier in this memo, neighbors expressed concerns about construction management due to problems that were experienced when the residence across the common driveway was constructed a couple of years ago. The Applicant has submitted a conceptual construction management plan identifying the location for the construction dumpster and staging would be on the site directly west of the proposed residence. Staff has included a condition requiring that the Applicant submit a final construction management plan for review and approval by the Town Planning Director and Town Building Official prior to commencing construction activities on the site. The construction management plan shall include construction parking and dust mitigation measures and a representation that the Applicant comply with the allowable construction hours as established in the Town Code. As noted above, Staff also included the requirement for the Applicant to install a six (6) foot tall construction fence along the common driveway prior to commencing construction activities.

V. Technical Issues:

Fire District Requirements:

The Basalt and Rural Fire Protection District (BRFPD) reviewed the proposed application. BRFPD indicated that there is adequate fire access and an easily accessible fire hydrant in close proximity to the property.

Basalt Sanitation District:

The Basalt Sanitation District reviewed the proposed application. The Applicant will have to pay additional fees as a result of adding a sewer EQR, but the District indicated that the proposed development will not impact their facilities.

VI. Recommendation

Staff recommends that the P&Z hear a brief presentation from Staff and the Applicant, consider public comments, and provide Commission discussion. Staff recommends approval, with the following conditions:

Representations:

1. The Applicant shall comply with all representations set forth in the Application.
2. The Applicant shall comply with all material representations made in hearings before the Planning and Zoning Commission and Town Council.

Common Driveway No Parking Signage:

3. The Applicant shall install "no parking" signs in the common driveway in locations approved by the Town Police Chief prior to the issuance of a certificate of occupancy on the proposed residence.

Pedestrian Path:

4. The Applicant shall install a four (4) foot wide crusher fine path along the western lot line of the subject property for the length of the property and dedicate a public pedestrian access easement to allow for the public to safely walk to the south end of the common driveway. The path shall be installed prior to the issuance of a certificate of occupancy on the new residence. Additionally, the pedestrian access easement shall be executed and recorded prior to the issuance of a building permit on the new residence.

Additionally, the Applicant shall dedicate a four (4) foot wide public pedestrian access easement along the southern lot line for the width of the property. The pedestrian access easement shall be executed and recorded prior to the issuance of a building permit on the new residence.

Non-Conforming Shed:

5. The Applicant shall alter and move the shed or remove it to bring it into compliance with the Town Code requirements prior to the issuance of a building permit on the new residence.

Construction Fence:

6. The Applicant shall install a six (6) foot tall construction fence on the 309 E. Sopris Drive property along the common driveway prior to commencing construction. The Applicant shall obtain a fence permit prior to installing the fence. The fence shall start at the northernmost wall of the new residence and run south to the southernmost property line. The final location of the fence shall be approved by the Town Planner.

Construction Management Plan:

7. The Applicant shall submit a final construction management plan for review and approval by the Town Planner and Town Building Official prior to commencing construction activities on the site. The construction management plan shall include construction parking and dust mitigation measures and a representation that the Applicant will comply with the allowable construction hours as established in the Town Code.

Fire District Comments:

8. The Applicant shall demonstrate compliance with Basalt and Rural Fire Protection District's comments dated February 24, 2016, prior to the issuance of a certificate of occupancy on the new residential unit.

Basalt Sanitation District Comments:

9. The Applicant shall demonstrate compliance with Basalt Sanitation District's rules and regulations prior to the issuance of a building permit, including the payment of fees for an additional EQR.

Development and Building Fees:

10. The Applicant shall pay all applicable development review fees on the new residence, as calculated by the Town Planner, prior to building permit issuance, (including the payment of parkland dedication and school land dedication fees). The Applicant shall also pay all applicable building permit fees as calculated by the Town Building Official prior to building permit issuance.

Approval Documents:

11. The Applicant shall prepare a site plan and draft deed restriction for review and approval by the Town Planner and Town Attorney. The site plan shall be recorded at the Eagle County Clerk and Recorder's Office prior to the issuance of a building permit. The ADU deed restriction designating that one of the two units on the site will be resident-occupied and that the existing house will be the ADU shall be recorded at the Eagle County Clerk and Recorder's Office prior to the issuance of a certificate of occupancy on the new residence.
12. The Applicant shall prepare and submit any additional approval documents deemed necessary by the Town Planner and Town Attorney to effectuate the intent of the approvals. Any such documents shall be executed and recorded prior to the earlier of the issuance of a building permit or 180 days after the effective date of the final approval ordinance.

Vested Rights:

13. Vested property rights shall be granted as approved herein for a period of three (3) years from the effective date of the ordinance approving these land use requests. The Applicant may request an extension of vested rights pursuant to the process for extending vested rights as established in the Town Code. If a building permit for the new residential unit is not issued

within the three (3) year vested rights period or as it may be extended, the approvals granted for this amendment shall expire.

Insubstantial Amendments:

14. The Town Planner may review and approve minor amendments to this approval to effectuate the intent of the final development approvals. The Applicant shall have the ability to appeal a Town Planner's decision on a minor amendment to the Town Council pursuant to the appeals process established in Town Code Section 16-11, *Procedures for Code Interpretations and Appeals*.

Attachments:

Application
Interpretation
Referral Comments
Public Correspondence

Application

To be filled out by the Town
Filed: ___ / ___ / ___
Application Fee: _____
Review Fee: _____
Total Payment Received: _____
Current Reimbursement Agreement: _____

Town of Basalt

Development Application

The Following Must Be Provided Unless the Town Planner Gives Permission to Omit Answer:

TYPE OF APPLICATION FILED: ___ Annexation ___ Rezoning ___ ESA
Environmental ___ ESA Floodplain Regular Rezoning Special Review
___ Special Review for Off-Street Parking ___ Variance ___ Minor Subdivision
___ Minor Subdivision Condominimization

___ Major Subdivision or Replat ___ Planned Unit Development
___ Sketch Plan ___ Sketch Plan
___ Preliminary Plat ___ Master Plan
___ Final Plat ___ Preliminary Development Plan
___ Final Development Plan
___ TRC Administrative Amendment

Other type of Application: _____

Brief description of project: ADDITION OF 1757 ft² RESIDENCE
TO EXISTING 836 ft² RESIDENCE CONNECTED BY
20' WALKWAY. VAIN COMPLETION EXISTING RESIDENCE
CONVERTED TO ONE BEDROOM ADU. TOTAL PROJECT
SQUARE FOOTAGE WILL BE 548 ft² UNDER TOTAL
ALLOWED BY ZONING.

Contact Information

Name of Applicant(s): KAI PETERSON
Phone number 927-4397
Fax number _____
E mail (if available) Kai.peterson@yahoo.com
Address 309 E. Sopris DR. Basalt, CO 81621

Name of Owner(s): same
Phone number _____
Fax number _____
E mail (if available) _____
Address _____

Name of Owner's Representative: Same
Phone number _____
Fax number _____
E mail (if available) _____

Please attach owner's authorization.

Name of Engineer or Surveyor: Tuttle Surveying Svcs.
Phone number 970-928-9708
Fax number 970-947-9700
E mail (if available) _____

Name of Architect or Planner: OWNER
Phone number _____
Fax number _____
E mail (if available) _____

Information on Existing Conditions

Existing Zoning: R3 Proposed Zoning: R3TN
Total square feet or acreage in application 0.206 ac. = 8973 ft²

Information on Proposed Development

Total number of dwelling units: 1 Number of bedrooms: 2
Total floor area: 1757 ft²
Proposed gross floor area by use (non-residential development only): N/A

Area of open space to be provided: 6380 ft²

Legal Description

Legal Description of property (attach if necessary):
OSMAN Subdivision
Block: 4 Lot: 1B

Reception No. of Deed: 201323906



SIGNATURE OF OWNER OR OWNER'S REPRESENTATIVE*

* If Owner's Representative files or will represent the application, attach an owner's authorization to represent

Attach appropriate information requested for type of application per the Basalt Town Code and any information requested by Planning Department.

Town of Basalt, Planning Department

CHECKLIST

Applicant: _____

Special Review

Review Date: _____

Written Information

Sec. 16-43. Site plan and supporting documents.

- _____ (a) There shall be filed with each special review application a site plan drawn to scale and an appropriate number of copies as determined by the Town Planner.
- _____ (b) Following approval by the Town Council, the applicant shall submit a reproducible copy of the approved site plan to the Town for the Town's permanent records suitable for recording in the public records in such format (s) as may be required by the Town Planner.
- _____ (c) The special review site plan and other information submitted with the application shall show or include the following:
 - _____ (1) The location of all existing and proposed structures and other improvements on the real property. A building envelope may be used in lieu of showing the exact building or structure location to allow for minor variations in the location.
 - _____ (2) A legal description of the property.
 - _____ (3) A list of all property owners within three hundred (300) feet of the property.
 - _____ (4) All off-street parking and loading areas.
 - _____ (5) The location of all ways for ingress and egress to all buildings and parking areas.
 - _____ (6) Service and refuse collection areas.
 - _____ (7) Major screening proposals.
 - _____ (8) The size, shape, height and character of all signs.
 - _____ (9) The area and location of all open space and recreation areas.
 - _____ (10) The location and type of outdoor lighting.
 - _____ (11) The character and type of landscaping to be provided. The landscaping shall be indicated in tabular form, showing the type of plant material, minimum size and quantity. The approximate location of landscaping shall be indicated on the site plan.
 - _____ (12) The anticipated timetable for completion. If the project is to be completed in phases, then the data for completion of each phase shall be indicated.

- _____ (13) All owners and lien holders of the property shall sign the following agreement that will be placed on the original special review site plan:

The undersigned agree that the real property described on the site shall be developed only in accordance with the approved special review site plan and other provisions of the Zoning Regulations of the Town of Basalt.

- _____ (14) ~~In addition to the site plan, a title policy shall be provided to the Town indicating that the property is free and clear of all ownership disputes, liens or encumbrances whatsoever, which would impair the property to be utilized for the uses approved. The title policy shall provide verification that all owners and lien holders have signed the special review site plan. The title policy shall be effective within twenty four (24) hours after the date of approval by the Town Council. If the title policy is not provided to the Town Clerk within seven (7) days after action by the Town Council, the action by the Town Council may be voided.~~
- _____ (15) Other information as needed by the Town to analyze the feasibility and impacts of the special review use, which may include but not be limited to traffic analyses, soils or geological reports or drainage and engineering studies.
- _____ (16) A drawing or statement if determined adequate by the Town Planner regarding the building character, including height, square footage, number of bedrooms and floor area ratio or lot coverage.
- _____ (17) ~~Drawing (s), computer visualization or models accurately depicting the proposed new construction in relation to existing and proposed buildings on the lot and adjacent properties and topography.~~
- _____ (18) Elevation drawings.
- _____ (19) Floors Plans.
- _____ (20) ALTA Survey of the property.
- _____ (21) Utility Plan.
- _____ (22) Draft Deed Restriction Language for the ADU
- _____ (23) Completed Town of Basalt Development Application.
- _____ (24) Completed Reimbursement Agreement.

Special Review Checklist for Card/Peterson Residence 309 E. Sopris Dr.

Sec. 16-43 (a)-(c), (1), (2) see attached site plan

(3) Property owners within 300' -addresses below

-Margaret Wood	-Anna Naeser, Gerald Terwilliger	-John Reichert
-Gwyneth Gosney	-Scott Bartleet	-RTW Partnership LLLP
-Dorothy Reed	-Alpenglow Holding LLC	-Richard Glaser
-Graham Redding Trust	-John/Phyllis Yaw	-Frances McKnight
-Piew-Loon Poh	-Robert/Elizabeth Ward	-Brad/Laurel Larson
-Patrick Seuryncck	-Elvira Zec	-Robert Traudt
-Robert/Glenda Smith	-Garrett Reuss	-David Swersky
-280 East Sopris LLC		

(4) 3 Parking Spaces for 3 Bedrooms of project

(5) See site plan for ingress/egress

(6) See site plan for refuse collection area

(7) No major screening areas

(8) No signs

(9) See site plan

(10) Outdoor lighting will consist of (2) exterior lights at entry and deck fully shielded with 26W bulbs.

(11) Landscaping will remain as lawn as it currently is.

(12) Completion of project will be 12 months from issuance of permit.

(16) The building character will be a one story, 1757 sqft, 2 bedrooms , 27'5" tall residence with rusted tin roof and wainscot, shingled dormers and siding to complement colors of existing house.

FAR allows for $0.35 \times 0.206 \text{ ac} = 3141 \text{ sqft}$ allowed. Existing house is 836 sqft + 1757 sqft addition = 2593 sqft developed.

1860 sqft (21%) of lot is covered by residence.

7113 sqft (79%) of lot is uncovered.

(18)-(21) See attached site plan.

Gwyneth Gosney- P. O. Box 1205, Basalt, CO8121
Dorothy Reed-142 E. 71ST St Apt. 2A, New York, NY 10021-5133
Margaret Wood-P. O. Box 200, Basalt, CO 81621
280 East Sopris LLC- 132 Midland Ave. Unit 4, Basalt, CO 81621
David Swersky- 4080 Lower River Road, Snowmass, CO 81654-9023
Robert Traudt- P. O. Box 1143, Basalt, CO 81621-1143
Brad Larson- P. O. Box 1051, Basalt, CO 81621
Louise Glaser- P. O. Box 858, Basalt, CO 81621
Frances McKnight- P. O. Box 4245, Basalt, CO 81621
John Reichert- 954 Eddington Dr., Sun Prairie, WI 53590-3536
Gerald Terwilliger- P. O. Box 2839, Basalt, CO 81621
Scott Bartleet- P. O. Box 2611, Basalt, CO 81621
Alpenglow Holdings LLC- P. O. Box 3224, Basalt, CO 81621
RTW Partnership LLLP- 722 Golfmore Dr., GranBd Junction, CO 81506-1864
Robert Ward- P. O. Box 4006, Basalt, CO 81621
Elvira Zec- P. O. Box 4671, Basalt, CO 81621
Garrett Reuss- P. O. Box 6593, Snowmass Village, CO 81615
John and Phyllis Yaw- P. O. Box 3288, Basalt, CO 81621
Patrick Seurync- P. O. Box 215, Basalt, CO 81621
Robert Smith- P. O. Box 857, Basalt, CO 81621
Piew-Loon Poh- 665 E. Cooper Ave., Aspen, CO 81611
Graham Redding Trust- 2131 Washington Ave., Willamette, IL 60091

Applicant: 309 E. Sopris

Review Date: / /

Rezoning - Zoning Map Change

Sec. 16-267. Amendment Procedure.

(b) Application for a zoning map change shall be made on such a form as the Planning and Zoning Commission shall prescribe and shall be filed with the Town Clerk. Applications for an amendment to the Official Zoning Map shall contain all the following information:

- _____ 1. A description of the land area to be rezoned and the requested new classification along with a sketch to scale showing the boundaries of the area requested to be rezoned along with an indication of the existing zoning on all adjacent sides of the area.
- _____ 2. A written statement of justification for the rezoning, including one (1) of the following conditions:
 - a. Changing area conditions.
 - b. Error in original zoning.
 - c. Peculiar suitability of the site to a certain use.
- _____ 3. A description and sketches, if available, of buildings or uses proposed if rezoning is granted, along with a description of land and building uses within two hundred (200) feet of the boundary of the proposed area of change, in all directions.
- _____ 4. A time schedule for any contemplated new construction or uses.
- _____ 5. Justification for any new commercial or industrial zoning.
- _____ 6. The effect that the new zoning would have on adjacent uses.

Rezoning-Zoning Map Change for Card/Peterson Residence

309 East Sopris Drive

1. Land rezoning request is for Osman Subdivision, Block: 4, Lot:1B which is currently zoned R3 planning to rezone as R3TN. See attached site plan for indication of zoning on adjacent properties.
2. The suitability of this property for rezoning arises from adjacent property zoning and uses. Adjacent properties on the east and west of our property is zoned R3TN with an existing ADU on the eastern property. Also, another adjoining property currently has a non-conforming basement apartment. Furthermore, a zoning interpretation for attached accessory construction, dating February 2008, allows for a 20' breezeway connecting existing 836 sqft home to a maximum 2305 sqft addition (we are proposing 1757 of added square footage). This design is conducive to an ADU, that also allows for preservation of the original 110-year-old house, in a more restrictive zoning with regards to lot coverage. Lastly, the rezoning would provide more needed rentals for the town of Basalt.

The existing residence is going to be converted to the ADU upon project completion.

The property will be deed restricted with one of the dwelling units owner occupied at least 9 months out of the year consistent with ADU requirements in the Town Code.

3. Proposed uses for rezoning remains residential which is the same land uses within 200' of proposed area of change.
4. Time schedule for new construction is a year from issuance of permit.
5. No new commercial or industrial zoning.
6. The new zoning would have no effect on adjacent uses.

Application Addendum

Concept for ADU addition at 309 East Sopris Drive for Kai Peterson • Revised 3.28

Convert existing house to ADU and add an addition using a connecting enclosed walkway as previously approved by the town of Basalt. In order to conform to Municipal Code asking to be rezoned from R-3 to R-3TN, which is the zoning of adjoining lots east and west of our lot.

Sec. 16-27 ADU regulations

Addition plans

1-Preservation of existing structures	Keep 110 year old house
2- Existing house in road setback at 5'	Grandfather in historic house
3- R-3TN side yard setback 10'	Addition to be at same setbacks as existing house. 11' east, 15' west.
4- ADU in rear of lot	Variance requested to keep historic house.
5-ADU height < 24' top of roof	ADU height 19'3" top of roof.
6- Lots required > 8,000 sq.ft.	Lot 1B is 8,973 sq.ft.
7- Consistency mass/scale neighborhood	Smaller and shorter design than neighbors .
8- ADU <1,000 sq.ft.	ADU is 832 sq.ft.
9-Concerns of neighbors	4' pedestrian easement added. Parking moved off lot line.

Project aims to preserve historic house and provide affordable rental.

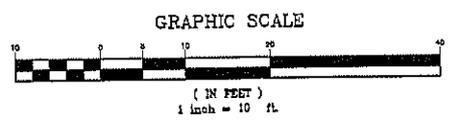
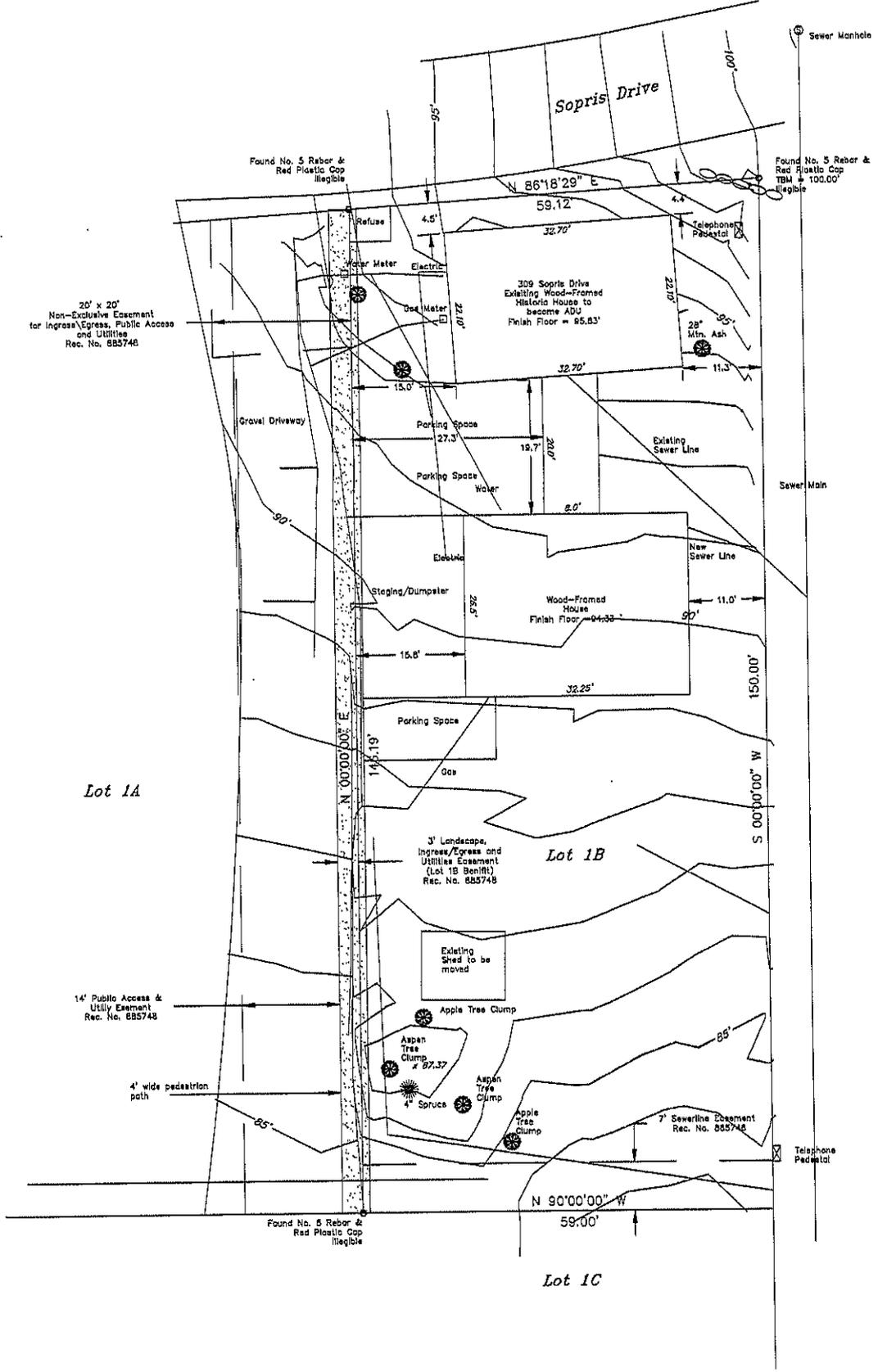
Interpretation

Attached Accessory Construction - Zoning Interpretation for 309 East Sopris (Kai Peterson Request)

This zoning interpretation is an update to the interpretation approved for Rally Dupps in February of 2008. The following zoning interpretations supersede and replace the February 2008 interpretation relating to the property and shall apply to potential future construction at 309 East Sopris regarding attachment of structures and related issues:

- a. No improvements to the site shall be permitted that increase the area of nonconformity for the existing structure including but not limited to the encroachments into the front yard setback off of East Sopris Drive.
- b. The new construction and the existing structure shall be deemed attached for the purposes of the zoning code, and considered one principle building, provided they are connected by a breezeway that includes a permanent roof structure a minimum of 5 ft. in width over the entire connection, a minimum 5 ft. wide non-porous walking surface, frost wall or pier foundations acceptable to the Chief Building Official, and a maximum 20 ft. length for the connection structure (measured from outside wall of existing structure to outside wall of new construction). The owner may seek a longer connection through additional review and approval by the Technical Review Committee (TRC), based on a specific plan that demonstrates consistency with the Municipal Code.
- c. The existing structure subject to connection to the new construction as noted above, shall be deemed attached and part of the principle structure, and shall not be subject to provisions of the Town Code affecting accessory structures including restrictions on location and height. The new construction and existing structure shall both be subject to all standard zoning provisions including the schedule of requirements for the Zone District in which the property is located or the Zone District to which it is rezoned.
- d. Only one kitchen shall be permitted in the single family dwelling being proposed for the site (including the new construction and existing structure), unless the property is rezoned to R-3 TN and a Special Review approval is granted for an Accessory Dwelling Unit (ADU).
- e. Provided the above conditions are met and the breezeway remains unenclosed without windows (screens, railings, and half walls permitted), the area encompassing the breezeway will not be counted as floor area for the purposes of compliance with the floor area ratio provisions of the zoning code.

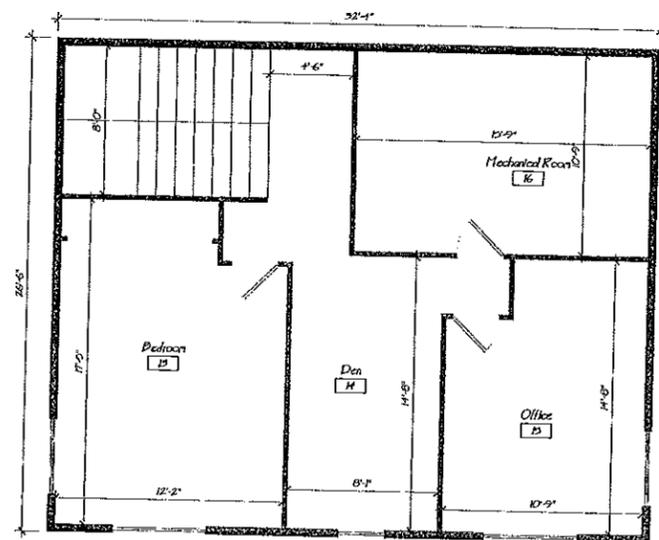
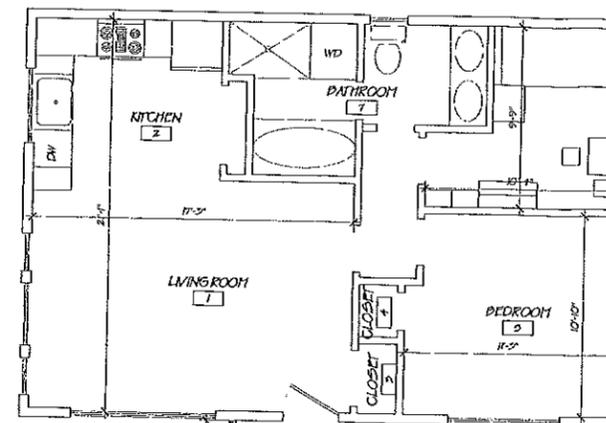
- f. The breezeway configured as described herein is consistent with a covered porch or interior courtyard which are not included as floor area (for the purposes of floor area determinations) by the zoning code. Subject to review of the building permit plans for the new construction and breezeway, Town Staff shall make a final determination regarding floor area. Any appeal of said determination may be made by an owner to the TRC. Floor area for the existing structure will be counted in the calculation of allowable floor area for the lot.
- g. For the purposes of calculating the total square feet of structure on the lot (demonstration of compliance with the maximum total square feet provisions of Section 16-22.5 of the Town Code) the standard Town Code definitions including those for "total square feet" and "enclose" shall be utilized.
- h. The side yard setback for new construction adjacent to the easement and driveway serving the site shall be a minimum of 10 ft. from the property line, easement line, or driving surface of the driveway whichever is more restrictive.
- i. Building permit applications shall be referred to the Basalt and Rural Fire Protection District for approval prior to issuance.
- j. The interpretations and findings contained herein are specifically conditioned on the representations made to the Town by Kai Peterson, including that the existing structure on the lot would not be removed and would be retained in association with its attachment to the new construction. This finding is consistent with Basalt Master Plan Policies and Neighborhood Typologies regarding the Town's historic character, encouraging breaking up of the mass of structures, and maintaining smaller scale architectural elements consistent with the character of existing neighborhoods. Should the plans for preservation of the existing structure change or if other elements of the plans are modified significantly, the Town Planning Department shall be notified and the zoning interpretations contained herein reconsidered based on the revised plans.
- k. Compliance with the conditions contained herein shall be verified by the Chief Building Official prior to issuance of a building permit for the site.



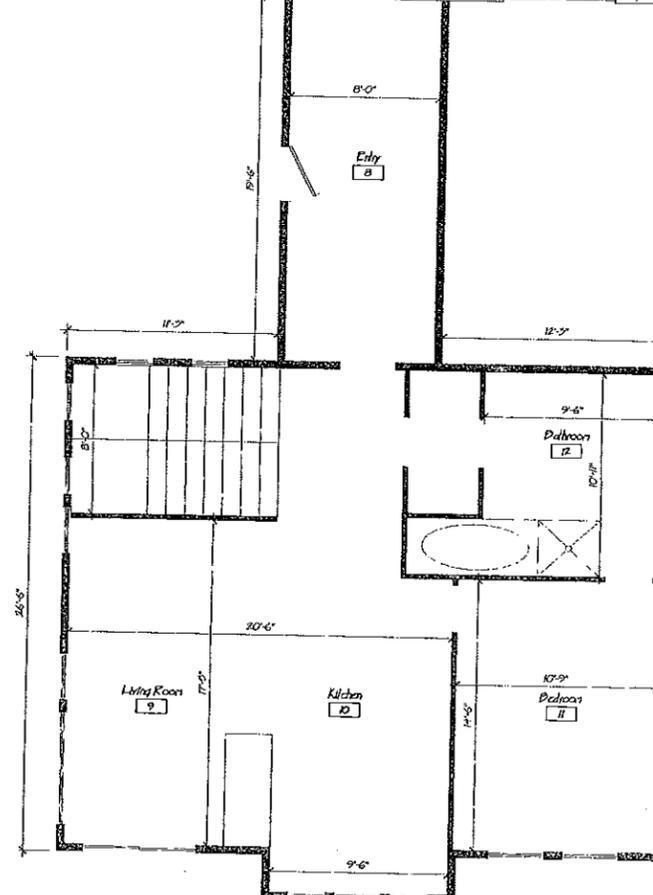


Card Residence
 309 East Sopris Drive
 Basalt, CO 81621

Square Footage	Scope of Project
Total: 2593 Sq. Ft.	Connect existing one story historic accessory dwelling unit to one story addition.
Existing: 836 Sq. Ft.	
Addition: 1757 Sq. Ft.	
FAR: 3141 Sq. Ft.	



1 Basement
 1/4"=1'-0"

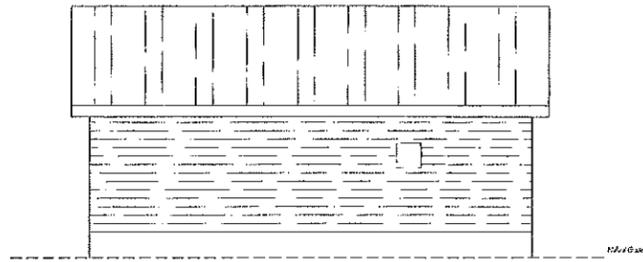


2 1st Floor
 1/4"=1'-0"

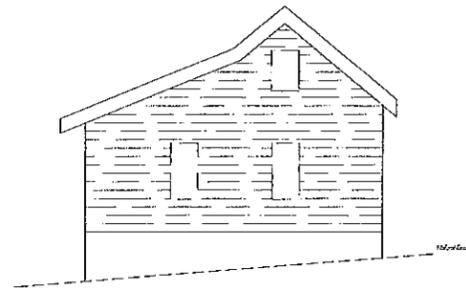
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 Scale: 1/4"=1'-0"
 Drafter: BJC

Revision
 Date: By:

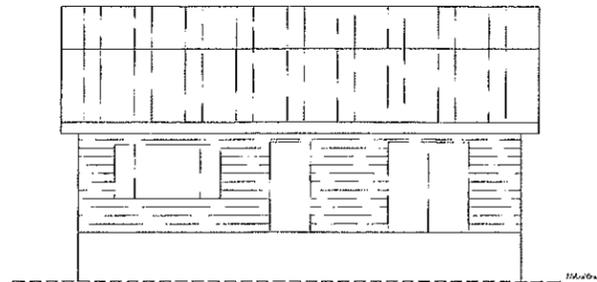
A-110



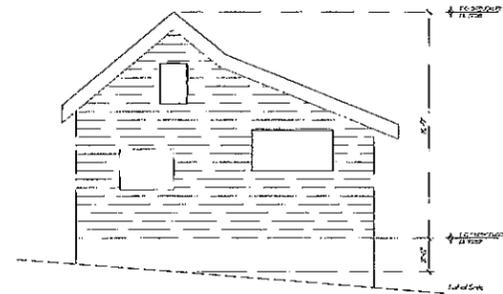
1 NORTH ELEVATION
1/4"=1'-0"



2 EAST ELEVATION
1/4"=1'-0"



3 SOUTH ELEVATION
1/4"=1'-0"



4 WEST ELEVATION
1/4"=1'-0"

Card Residence
309 Sports Drive
Burlington, CO 81621

Date: 03/14/13
Scale: 1/4"=1'-0"
Draftsman: BJC

Revised
Date: TBC

A-200

Referral Comments



Basalt & Rural Fire Protection District "Protecting Our Community Since 1970"

2-24-16

James Lindt, Asst. Town Planner
Town of Basalt Community Development
101 Midland Ave
Basalt Colorado

Re: 309 E. Sopris Drive – Request for addition and ADU – Kai Peterson, Applicant

Dear James,

After review of the application and observation of the site I offer the following.

Kai Peterson would like to build a 1757 ft² addition connected via walkway to existing residence. Existing residence will be converted to a one bedroom ADU. The proposed project is just adjacent parallel to E. Sopris Drive considered as adequate fire vehicle access, acceptable as such.

A fire hydrant is installed directly across the road and supplies the requisite flow of water necessary for firefighting. The fire district can support this application. If you need further assistance please contact me at your convenience.

Sincerely,

Bill Harding, Fire Marshal
Cc: Brooke Stott, Asst. Fire Marshal
Jim Wilson, Chief Building Official

James Lindt

From: Rick Lofaro <rick@roaringfork.org>
Sent: Tuesday, March 01, 2016 3:20 PM
To: James Lindt
Subject: RE: Town of Basalt Development Review Referral-309 E. Sopris Drive Special Review, Rezoning Application

James,

I read through the application and it does not appear there are any ESA/river related items, unless I missed something.

I have no comments.

Rick Lofaro
Executive Director



ROARING FORK CONSERVANCY
P.O. Box 3349, Basalt, CO 81621
tel: (970) 927-1290 cell: (970) 379-9844
www.roaringfork.org

From: James Lindt [<mailto:james.lindt@basalt.net>]
Sent: Thursday, February 11, 2016 9:30 AM
To: Boyd Bierbaum <boyd.bierbaum@basalt.net>; Jim Wilson <jim.wilson@basalt.net>; 'jason.sharpe@centurylink.com'; Rick Lofaro <rick@roaringfork.org>; Greg Knott <greg.knott@basalt.net>; Shannon L. Pelland <pelland@rfsd.k12.co.us>; Susan Philp <susan.philp@basalt.net>; Bill Harding <bharding@basaltfire.org>; Brooke Stott (bstott@basaltfire.org) <bstott@basaltfire.org>; James Lindt <james.lindt@basalt.net>; Ryan.Echer@sourcegas.com; Basalt Sanitation <admin@basaltsanitation.org> (admin@basaltsanitation.org) <admin@basaltsanitation.org>; Denise Diers <dedjers1@gmail.com>; rwinder@holycross.com
Subject: Town of Basalt Development Review Referral-309 E. Sopris Drive Special Review, Rezoning Application

Referral agencies:

Please provide us with referral comments on the attached Development Review Application to convert the existing residential unit on the property at 309 E. Sopris Drive to an Accessory Dwelling Unit and construct a new attached, primary residence on the south side of the existing residence.

We have a Basalt TRC meeting scheduled for March 16, 2016.

Please provide comments by noon, Tuesday, March 15, 2016.

James Lindt

From: Greg Knott
Sent: Thursday, February 25, 2016 1:28 PM
To: James Lindt
Subject: Re: Town of Basalt Development Review Referral-309 E. Sopris Drive Special Review, Rezoning Application

James,

I went by the residence today and do not have any comments regarding the application.

Best regards,
Greg

Gregory M. Knott
Chief of Police
Basalt Police Department

On Feb 11, 2016, at 9:29 AM, James Lindt <james.lindt@basalt.net> wrote:

Referral agencies:

Please provide us with referral comments on the attached Development Review Application to convert the existing residential unit on the property at 309 E. Sopris Drive to an Accessory Dwelling Unit and construct a new attached, primary residence on the south side of the existing residence.

We have a Basalt TRC meeting scheduled for March 16, 2016.

Please provide comments by noon, Tuesday, March 15, 2016.

Let me know if you have any questions or if you have problems viewing the Application.

Thanks, James Lindt, Basalt Assistant Planning Director
970-927-4701, ext. 201

<309ESopris_Application.pdf>

<309ESopris_ApplicationDrawings.pdf>



March 15, 2016

Basalt Sanitation District
Attn: Denise Diers
PO Box 527
227 Midland Avenue, Unit C2
Basalt, CO 81621

Re: 309 E Sopris Drive
Special Review for Addition of Residence

Dear Board of Directors:

Olsson Associates (Olsson) has reviewed the Special Review Application to add an additional 1,757 SF of residence to an existing residence at 309 E. Sopris Drive (Application). Olsson initiated the review on March 9, 2016 as directed by Denise Diers.

The Application indicates that the property includes an existing residence with a plan to construct an accessory dwelling unit (ADU). The addition of the ADU would create a separate unit which should be considered as an additional EQR per the District's Rules and Regulations.

The Application did not include any existing or proposed sanitary sewer information. Additional information may be required per the District's Rules and Regulations if there are impacts to the District's facilities. Currently, the Application does not indicate an impact to District facilities.

Please contact me at 970.263.7800 if you have any questions related to the technical review referral comments.

Sincerely,

A handwritten signature in black ink, appearing to read 'Wyatt E. Popp'.

Wyatt E. Popp, PE
Senior Engineer

7 March, 2016

Dear Mr. Lindt,

Thank you for notifying the residents of our small enclave of the proposed construction of a new ADU at #309 E. Sopris Drive. We understand P&Z and Town Council will decide whether to allow re-zoning to allow a new rental unit, and hence, a new family, to join our small enclave of 4 homes. A new ADU will put additional stress on an already-congested driveway and on off-driveway parking. We strenuously and unequivocally oppose these unwanted and unwarranted traffic impacts for safety reasons.

Further, we ask the Town to take the following steps in the event that any new construction is permitted:

Take adequate traffic impact mitigation measures during construction: Establish rules to ensure the driveway is free and clear of all construction vehicles to ensure fire safety and ease of use by 4 families. Also, clearly designate appropriate parking area for #309 using appropriate demarcation barriers and gravel to ensure the common area remains common.

Install fencing for screening purposes; The backyard of #309 is an eyesore and has a salvage-yard character to it. We invite Town officials to come up and have a look. There is an extraordinary number of large equipment items located on the property: a boat (plus tent to cover it), a camper, 4 large automotive vehicles, plus other, misc paraphernalia, all in plain view of the neighbors front doors and hugging the property line. It is requested that 8 ft construction-type fencing along the perimeter of the driveway (but excluding the designated parking area) be added immediately prior to any construction to mitigate the view and noise associated with what would certainly be a multi-year project.

Right-size and move non-permitted, non-conforming shed: The neighbors most impacted by the construction of a new shed put up by owners of #309 in the spring of 2014 were not notified in advance and were away when it was built, immediately outside their front door and located next to a large camper. Shed is approximately 141 sq feet (vs. 120 allowed for non-vehicle storage), has only a 7.5 feet setback (vs. 10 feet required) and exceeds 12 feet maximum maximum height. It is requested the shed be right-sized and moved to comply with height, size and setback requirements for zone R-3 immediately. Town Planning department confirms no permit was sought or obtained for the shed (as was required, based on above). It is requested P&Z rectify this violation of Town building code.

Restrict overall number of vehicles used by combined residents of #309: It is requested the total number of vehicles serving the #309 residence not be permitted to exceed the current number (4). This request is based on extraordinary circumstances: a narrow, 11 foot wide, common-use driveway, and four, non-garaged, large vehicles pertaining to #309 parked adjacent to said driveway.

Communicate pro-actively: We request that all neighbors in the small enclave be advised of any "Construction Management Plan" so they are advised of approved working hours, dust mitigation and truck parking rules etc in advance to ensure transparency and enforceability.

respectfully,

owner #305 E Sopris Drive;



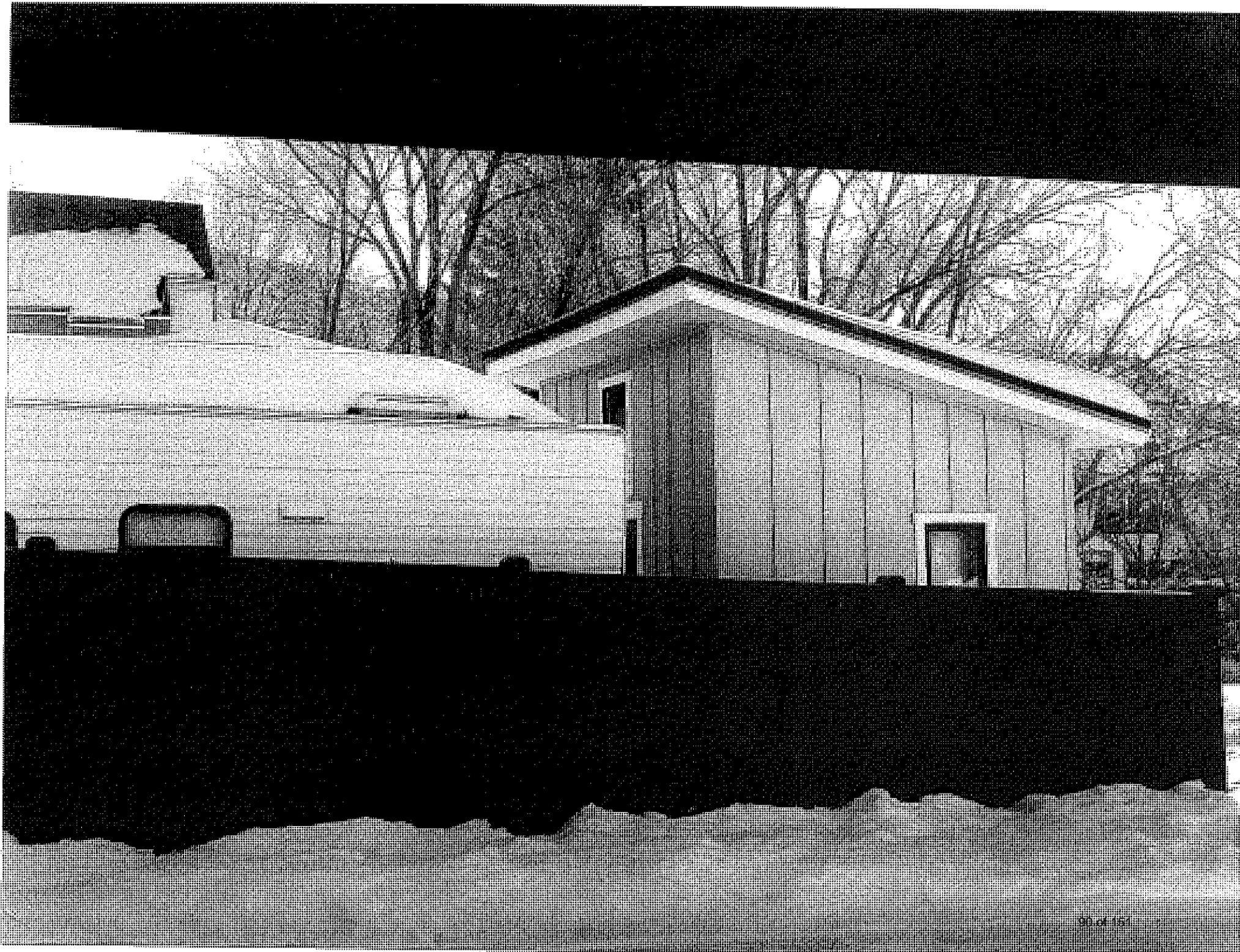
and, owners #307 E. Sopris Drive

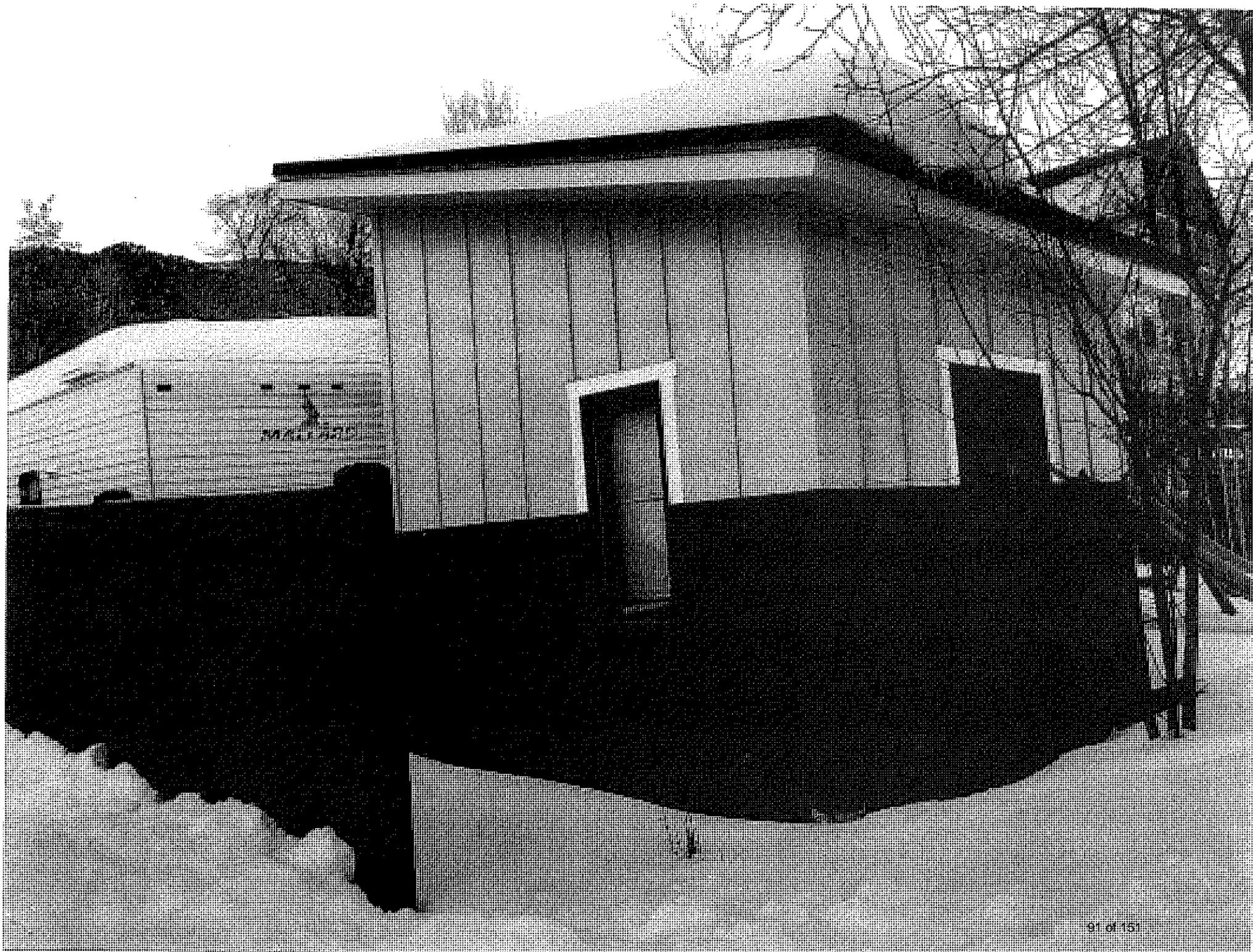












Bob and Elizabeth Ward
PO Box 4006
307 E. Sopris Drive
Basalt, CO 81621

March 10, 2016

Dear Mr. Lindt/Town officials:

We're writing to express several concerns about the proposed addition of a new structure and possibly an accessory dwelling unit at 309 E. Sopris Drive. We don't oppose the new structure, per se, but we do object to any rezoning to allow a rental ADU and aggravate an already overcrowded parking and traffic situation.

A little history is in order here. Elizabeth and I bought 307 E. Sopris in 1995, when the common gravel driveway served just three residences. At the time there were no resident children and there were a total of 4-6 vehicles between the three households. It was an easy-going, manageable situation.

Fast-forward to 2016, in which we now have four homes, at least seven children who live full- or part-time in the various residences, and 9-10 vehicles of various kinds. 309 E. Sopris, in particular, is littered with multiple cars, a truck, an RV trailer and a boat.

Often when we pull into the driveway, visiting cars or trucks block the way. We occupy the south end of the driveway, farthest from the street, so whenever a work truck, FedEx van or carpooling mom stops at a neighbor's home, we must knock on doors to clear the way. A fifth household could create a real safety problem, given the number of kids, parked vehicles and poor sightlines.

For reasons of both safety and neighborly courtesy, we request the following:

1. That the Town reject the rezoning and addition of an ADU.
2. That the Town enact strict parking/access/turnaround requirements during any potential construction to ensure the safety of resident children and convenience for everyone who relies on this right of way.

Thanks for your consideration,

 Elizabeth Ward

Bob and Elizabeth Ward

MEMORANDUM

To: Chairman Johns and Basalt Planning and Zoning Commission
Thru: Susan Philp, AICP Planning Director
From: James Lindt, AICP Assistant Planning Director
Date: June 21, 2016
RE: Public Hearing- Roaring Fork Club Suites PUD Amendment to Add Kitchens

I. Purpose

The Roaring Fork Club Suites Association ("Applicant") is requesting approval of a PUD Amendment to install kitchen facilities in the ten (10) Roaring Fork Club Suites do not currently have full kitchens.

II. Background

The property subject to the Application is the Roaring Fork Club suites that are located at the Roaring Fork Club Lodge off of Arbaney Ranch Road on the north side of Highway 82. The twelve (12) suites were originally built without full kitchens. The Town Technical Review Committee (TRC) approved the inclusion of kitchens in two (2) of the suites in 2004 pursuant to TRC Certificate No. 8, Series of 2004 (attached). The TRC Certificate indicated that if kitchens were proposed in more than the two (2) suites, that a PUD amendment approval would be required by the Town Council.

The Roaring Fork Club has requested the PUD amendment to allow for the kitchens in the remaining ten (10) suites, but have indicated that they will still act as short-term rentals. The request for the kitchen facilities is being made by the Applicant because kitchen facilities have been requested as amenities by many of the visitors of the suites.

III. Review Process

The P&Z makes a recommendation to the Town Council on a Minor PUD Amendment pursuant to Town Code Section 16-65(d)(6), *Planned Unit Development: Effect of Approval*.

IV. Discussion Items

Consistency with Intent of Original Approvals: The suites have been for short-term occupancy since their inception. The Applicant has indicated that the use of the units

for short-term occupancy is not proposed to change as a result of adding the kitchen facilities. The language from the original Roaring Fork Club PUD related to the occupancy of the Club Suites is as follows:

“The Club Suites shall not be converted into noncommercial residential units and the term of occupancy for the Club Suites shall limited to 180 days per calendar year. Club Suites shall not be owned, sold or resold as whole ownership residential units..... The Applicant shall use its best reasonable efforts to maximize occupancy of the Club Suites, and to market the units fractional ownership interests.”

Staff feels that the clientele to which the suites are marketed and that stay in suites will still go to use Basalt restaurants a considerable amount even though they might have a kitchen in their suite. Staff believes the units will still be occupied in much the same capacity as they are currently.

Parkland Dedication Requirements: When two (2) of the suites were permitted to have kitchens in 2004, they were required to make some parkland improvements to meet the parkland dedication requirements in the Town Code. Technically, the addition of kitchen facilities makes the units residential in use pursuant to the Town Code and triggers the parkland dedication requirements. However, these units are somewhat of a hybrid between a hotel unit and a residential unit as they are available short-term to the members of the Roaring Fork Club. Staff has included a draft condition of approval requiring that the Applicant either make some parkland improvements to be approved by the TRC or pay half of the current fee in-lieu of parkland dedication prior to the issuance of building permits to add kitchens to the suites. Justification for a 50% waiver on the parkland dedication is that the units are a hybrid between a hotel unit and a residential unit and will not have as great an impact on the Town parks as a full residential unit.

School Land Dedication Requirements: School Land Dedication fees were paid when the Club Suites were built. Therefore, the draft conditions do not require payment of additional School Land Dedication fees.

V. Technical Issues:

Fire District Requirements:

The Basalt and Rural Fire Protection District (BRFPD) reviewed the proposed application. BRFPD indicated that there is adequate fire access and has indicated that the Applicant may need to make changes to the fire sprinkler system in the suites to accommodate the kitchen facilities. This has been included as a condition of approval.

VI. Recommendation

Staff recommends that the P&Z hear a brief presentation from Staff and the Applicant, consider public comments, and provide Commission discussion. Staff recommends approval, with the following conditions:

Representations:

1. The Applicant shall comply with all representations set forth in the Application.
2. The Applicant shall comply with all material representations made in hearings before the Planning and Zoning Commission and Town Council.

Renovation:

3. The Applicant shall apply for and obtain a building permit to add the kitchen facilities.

Fire District Comments:

4. The Applicant shall demonstrate compliance with Basalt and Rural Fire Protection District's comments dated April 19, 2016, prior to the issuance of a certificate of occupancy on the units.

Basalt Sanitation District Comments:

5. The Applicant shall demonstrate compliance with Basalt Sanitation District's comments prior to the issuance of a building permit.

Fees:

6. The Applicant shall pay all applicable development review fees as calculated by the Town Planner prior to building permit issuance. The Applicants shall also pay all applicable building permit fees as calculated by the Town Building Official prior to building permit issuance. The Applicant may propose and implement a park improvement plan in lieu of paying parkland dedication fees, if the plan is approved by the TRC. The parkland dedication requirement for the Club Suites shall be half of the parkland dedication fee requirement in the Town Code at the time the Applicant obtains building permits to install the kitchen facilities.
7. The Applicant shall not be required to pay additional School Land Dedication fees as School Land Dedication fees were paid when the Club Suites were originally built.

Approval Documents:

8. The Applicant shall continue to comply with the approvals granted in the Roaring Fork Club PUD except as amended herein and shall comply with any applicable Town Ordinances.
9. The Applicant shall prepare and submit any approval documents deemed necessary by the Town Planner and Town Attorney for review and approval. Any such documents shall be executed and recorded prior to the earlier of the issuance of a building permit or 180 days after the effective date of the final approval ordinance.

Vested Rights:

10. Vested property rights shall be granted as approved herein for a period of three (3) years from the effective date of the ordinance approving these land use requests. The Applicants may request an extension of vested rights pursuant to the process for extending vested rights as established in the Town Code. If a building permit to renovate the units to include kitchens is not issued within the three (3) year vested rights period or as it may be extended, the approvals granted for this amendment shall expire.

Insubstantial Amendments:

11. The Town Planner may review and approve minor amendments to this approval to effectuate the intent of the final development approvals. The Applicants shall have the ability to appeal a Town Planner's decision on a minor amendment to the Town Council pursuant to the appeals process established in Town Code Section 16-11, *Procedures for Code Interpretations and Appeals*.

Attachments:

- Application
- Referral Comments

To be filled out by the Town

Filed: ___/___/___
Application Fee: _____
Review Fee: _____
Total Payment Received: _____
Current Reimbursement Agreement: _____

Town of Basalt

Development Application

The Following Must Be Provided Unless the Town Planner Gives Permission to Omit Answer:

TYPE OF APPLICATION FILED: ___ Annexation ___ Rezoning ___ ESA
Environmental ___ ESA Floodplain ___ Regular Rezoning ___ Special Review
___ Special Review for Off-Street Parking ___ Variance ___ Minor Subdivision
___ Minor Subdivision Condominimization

___ Major Subdivision or Replat ___ Planned Unit Development
___ Sketch Plan ___ Sketch Plan
___ Preliminary Plat ___ Master Plan
___ Final Plat ___ Preliminary Development Plan
___ Final Development Plan
___ TRC Administrative Amendment

Other type of Application ___ Minor PUD Amendment

Brief description of project: ___ Kitchen remodel of RFC suites. Ten of the twelve units (2 are already done). Adding a larger fridge, two burner cooktop and upgraded appliances. _____

Contact Information

Name of Applicant(s): ___
RoaringFork Club Suite Association _____
Phone number _970-927-6042_____
Fax number ___ 970-927-4101_____
E mail (if available) ___ tbruna@rfclub.com _____
Address ___ 100 Arbaney Ranch Rd., Basalt, CO 81621__

Name of Owner(s): ___ SAA _____
Phone number _____
Fax number _____
E mail (if available) _____
Address _____

Name of Owner's Representative: _____ Teri Bruna _____
Phone number _____ 970-927-6042 _____
Fax number _____ 970-927-4101 _____
E mail (if available) _____ tbruna@rfclub.com _____

Please attach owner's authorization.

Name of Engineer or Surveyor: _____ N/A _____
Phone number _____
Fax number _____
E mail (if available) _____

Name of Architect or Planner: _____
Thurston Kitchen-Mike Scott _____
Phone number _____ 970-925-8579 _____
Fax number _____ 970-925-7658 _____
E mail (if available) _____ mscott@thurstoninc.com _____

Information on Existing Conditions

Existing Zoning: _____ x _____ Proposed Zoning: _____
Total square feet or acreage in application _____ 750 per unit _____

Information on Proposed Development

Total number of dwelling units: _____ 10 _____ Number of bedrooms: _____ 1 _____
Total floor area: _____ 750 sq. ft per unit _____
Proposed gross floor area by use (non-residential development only): _____

Area of open space to be provided: _____

Legal Description

Legal Description of property (attach if necessary): _____ see
attached. _____

Reception No. of Deed: _____

Legal description:

Lot 2, Block 1, Roaring Fork Club PUD, according to the Third Amended Plat of the Roaring Fork Club PUD recorded January 29, 2001 in the records of the Clerk and Recorder of Pitkin County in Plat Book 56 at Page 54 as Reception No. 450990.

CABINETRY

Manufacturer: Hallmark
 Doorstyle:
 Wood Specie:
 Finish:
 Case: Frameless, Birch Plywood
 Drawerbox: Maple Dovetail
 Drawer Guide: Blumotion Full-Extension
 Door Hinge: Blum w/ Softclose

APPLIANCES

Refrigerator:
 Microwave:
 Induction Cooktop:
 Dishwasher:
 Compact Waser:
 Compact Dryer:

PLUMBING

Sinks:
 Faucets:

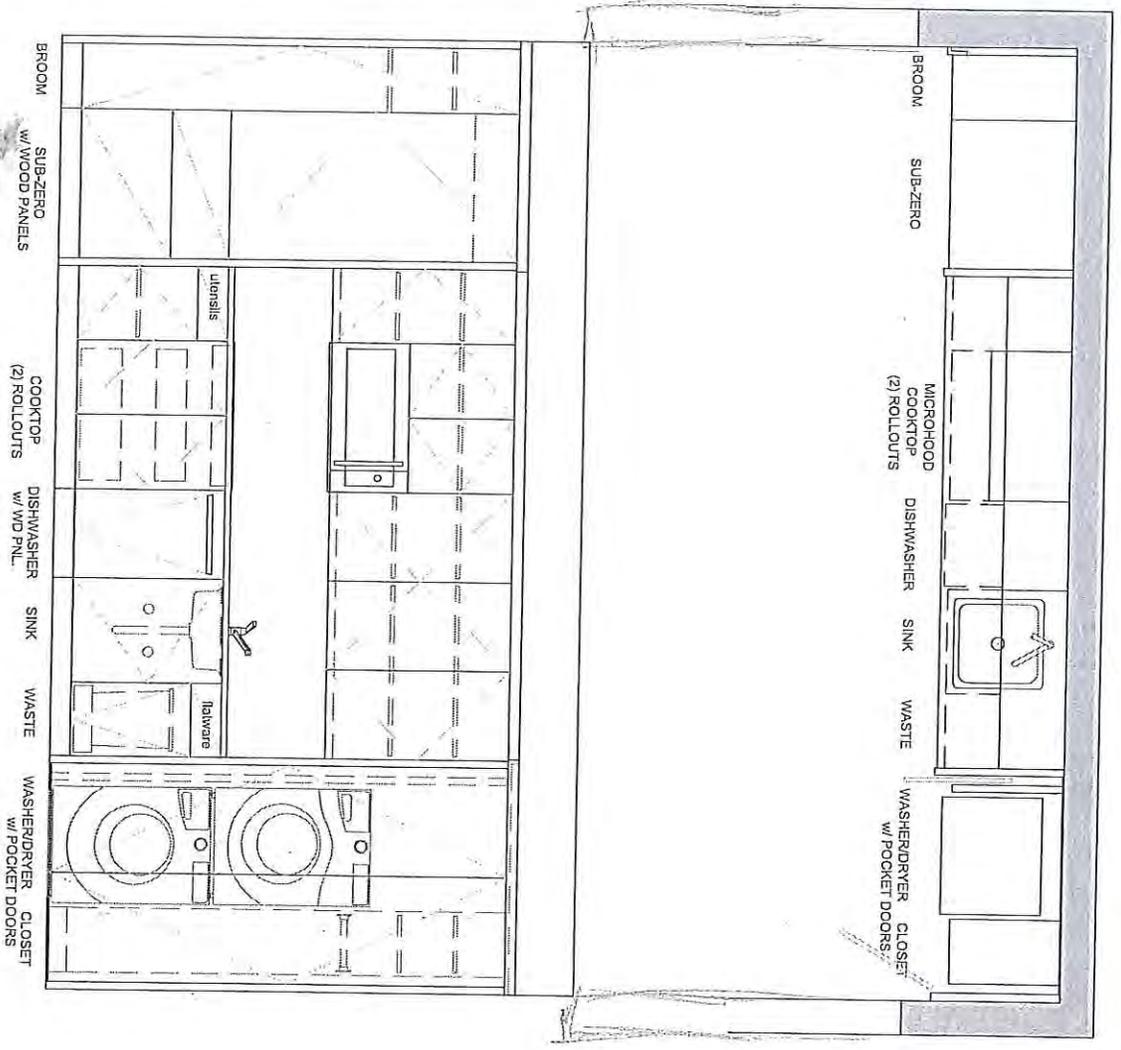
HARDWARE

Doors:
 Drawers:

COUNTERTOP

Material:
 Thickness: 3cm (1.25")
 Profile:

A kitchenette
 SCALE: 1/2" = 1'-0"



THIS DRAWING IS THE EXCLUSIVE PROPERTY OF:
thurston inc.
 National Kitchen and Bath Association

Author: **April 03/2011**
 Designer: **April 03/2011**
 5175 Ardenway Avenue, N. Lakewood, CO 80120
 303.440.1000
 303.440.1001
 303.440.1002
 303.440.1003
 303.440.1004
 303.440.1005
 303.440.1006
 303.440.1007
 303.440.1008
 303.440.1009
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012 JUN
 2015

by MICHAEL SCOTT for
THE ROARING FORK CLUB
 Guest Suites
 100 Arbaney Ranch Rd
 Basalt, CO

PAGE: **1**

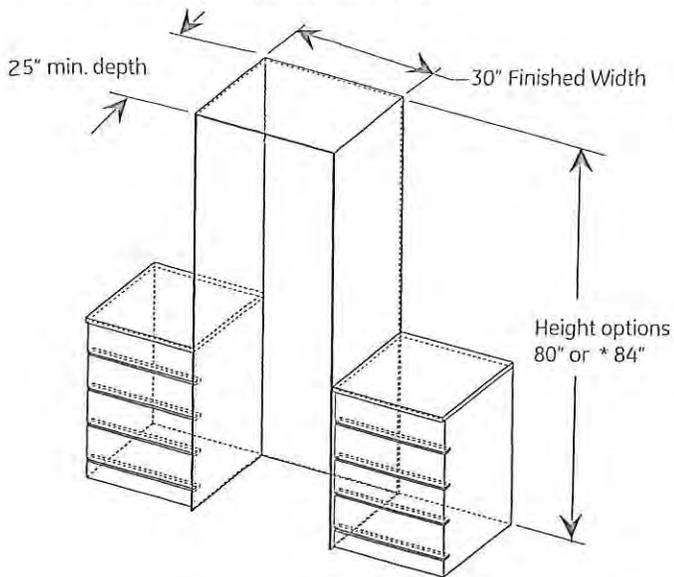
ZIC30GNHII/ZIK30GNHII

GE Monogram® 30" Fully Integrated Customizable Refrigerators for Dual Installation

Dimensions and Installation Information (in inches)

The Installation Space

The finished cutout width must be 30".



The cutout depth must be 25" for flush installations.

- The front face of the refrigerator fits flush with 25" depth adjacent cabinets.

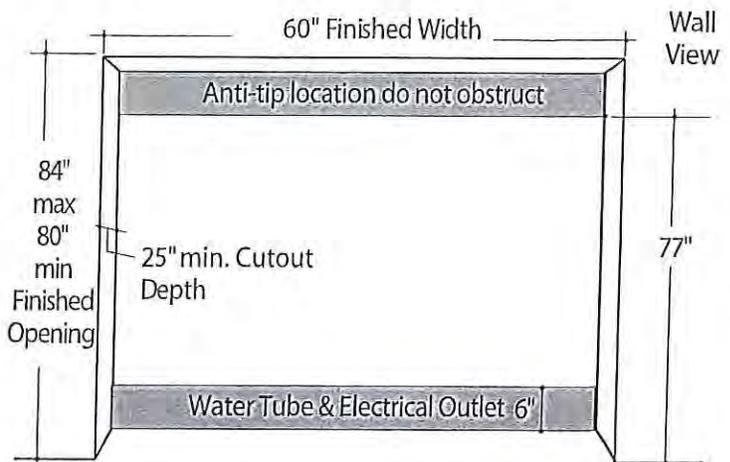
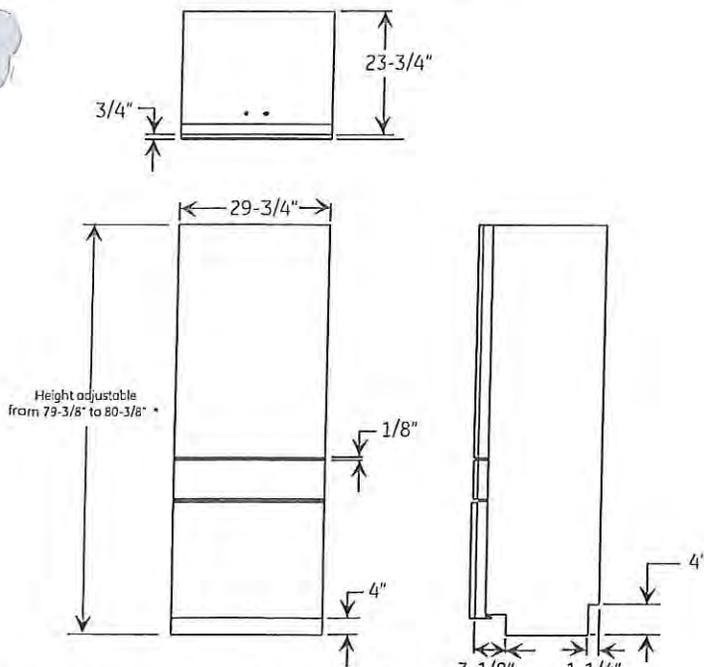
Electrical

A 115V, 60Hz., 15 or 20 amp power supply is required. An individual properly grounded branch circuit or circuit breaker is recommended. Install a properly grounded 3-prong electrical receptacle recessed into the back wall. Electrical must be located on rear wall as shown.

Note: GFI (ground fault interrupter) is not recommended.

Water Line

- A cold water supply is required for automatic icemaker operation. The water pressure must be between 40 and 120 p.s.i.
- Route 1/4" OD copper or GE SmartConnect™ plastic tubing between the house cold water line and the water connection location.
- Tubing should be long enough to extend to the front of the refrigerator. Allow enough tubing to accommodate a bend leading into the water line connection.
- Water line can enter an opening through the floor or back wall.
- Install a shut-off valve between the icemaker water valve and cold water supply in the home.



Note: When two units are placed side by side, order heater kit ZUG30.

For answers to your Monogram,® Cafe™ Series, Profile™ Series or GE® appliance questions, visit our website at geappliances.com or call GE Answer Center® service, 800.626.2000.



imagination at work



Listed by Underwriters Laboratories

ZIC30GNHII/ZIK30GNHII

GE Monogram® 30" Fully Integrated Customizable Refrigerators for Dual Installation

Dimensions and Installation Information (in inches)

Customization Basics:

These refrigerators are factory set for a right hinged door swing. The door swing is reversible. Choose an RH model with hinge on the right side; the door swings left to right. Choose an LH model with hinge on the left side; the door will swing right to left.

Note:

For 84" panels, the top space behind the top panel can be enclosed with wood and stained by the cabinet maker to match adjacent cabinetry.

Door Handles

Custom handles of your choice, supplied by your cabinetmaker, can be installed. If desired, you may order WR12X10988 Monogram® European stainless steel tubular handle kit for custom panels.

Optional Accessory Kits

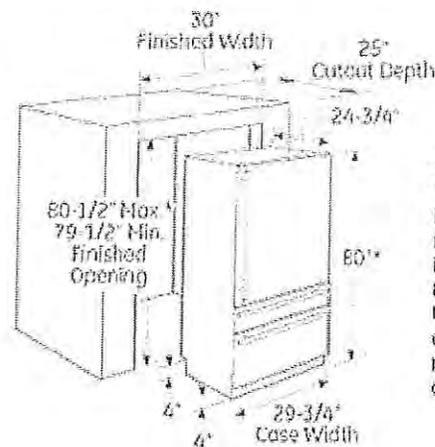
ZUG30: For side-by-side installation

European Handle Kit: can be purchased through GE Parts store - WR12X10988

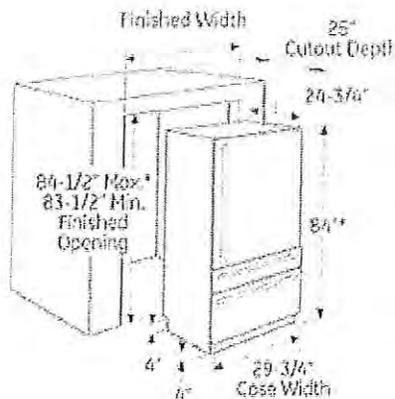
Door Swing Clearances

The installation must allow for clearances to adjacent walls or cabinets. These refrigerators are equipped with a 2-position door stop. The factory-set 115° door swing can be adjusted to 90° if clearance to adjacent cabinets or walls is restricted.

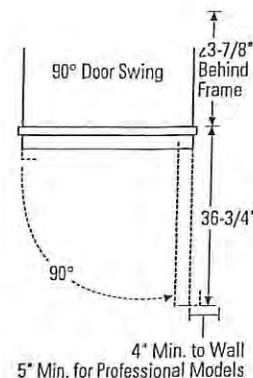
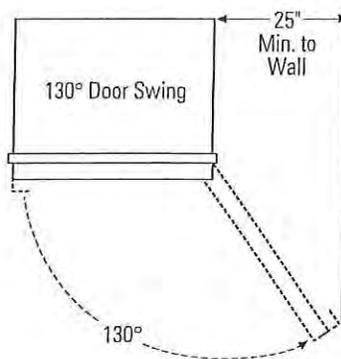
Product Dimensions



*60" high installation. The wine reserve can be adjusted to fit into a cutout that is 79-1/2" min. to 80-1/2" max height. Use leveling legs and wheels for a maximum 1" height adjustment.



*84" high installation. The wine reserve can be adjusted to fit into a cutout that is 83-1/2" min. to 84-1/2" max with the appropriate door kit. Use leveling legs and wheels for a maximum 1" height adjustment.



Allow 15" minimum clearances for a full 115° door swing.

- 5" minimum clearance is required when the door swing is adjusted to 90°.
- See door swing illustrations to determine interaction with adjacent cabinets or countertops.

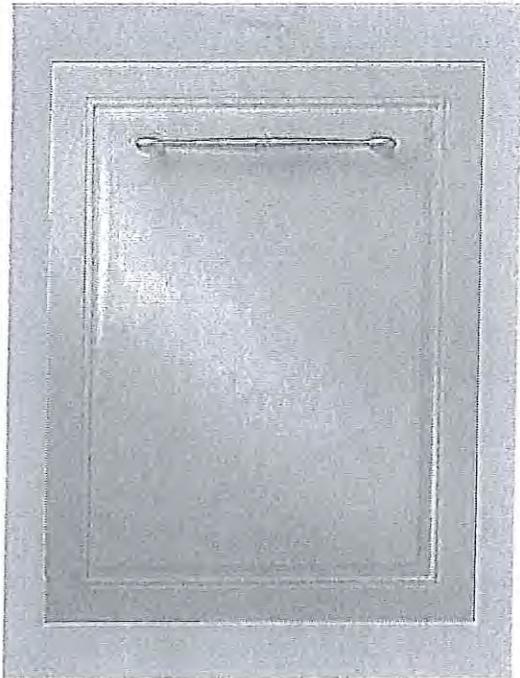
For answers to your Monogram®, Cafe™ Series, Profile™ Series or GE® appliance questions, visit our website at geappliances.com or call GE Answer Center® service, 800.626.2000.



imagination at work



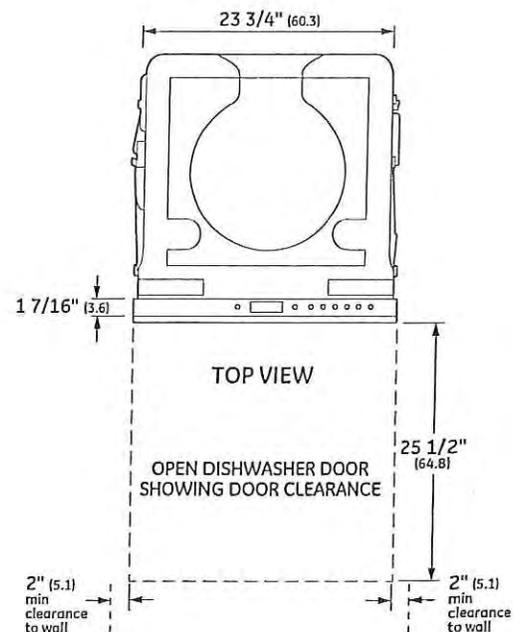
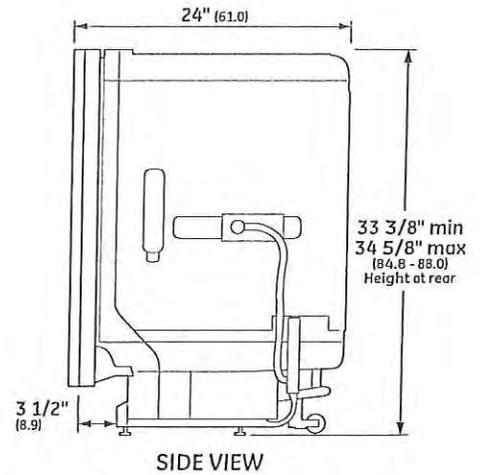
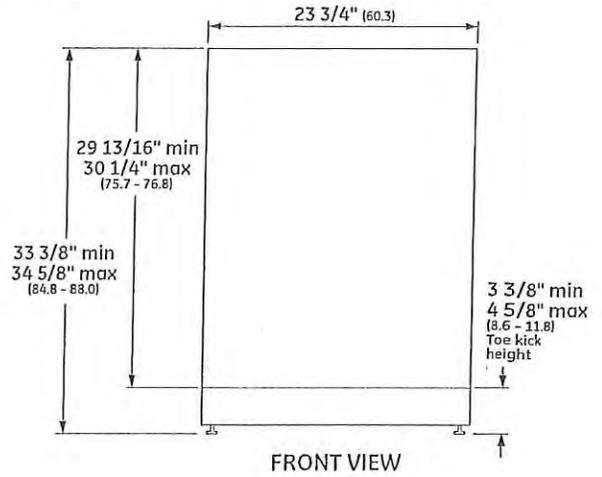
Listed by Underwriters Laboratories



SPECIFICATIONS

Overall Width	23 3/4" (60.3 cm)
Overall Height	33 3/8" (84.8 cm) Min 34 5/8" (88.0 cm) Max
Overall Depth	24" (61 cm)
Door Clearance	25 1/2" (64.8 cm)
Overall Dishwasher Capacity	16 Place Settings
Minimum Cabinet Width	24" (61 cm)
Minimum Cabinet Depth	24" (61 cm)
Cutout Width	24" (61 cm)
Cutout Height	33 1/2" (85.1 cm) Min 34 3/4" (88.3 cm) Max
Electrical Requirements	9.0 A
Hose Length	No more than 12' (3.7 m)
Volt/Hertz/Amps	115 V, 60 Hz, 15 or 20 amp circuit
Shipping Weight	119 lb (54 kg)

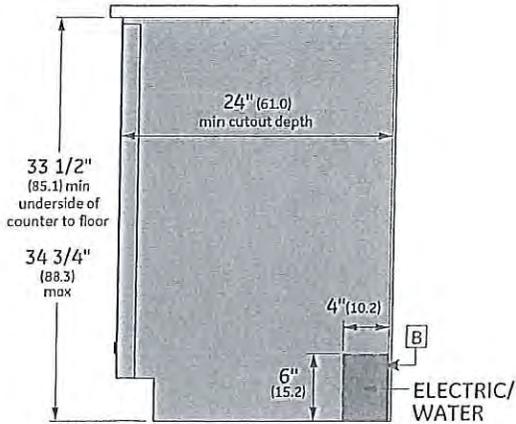
OVERALL DIMENSIONS



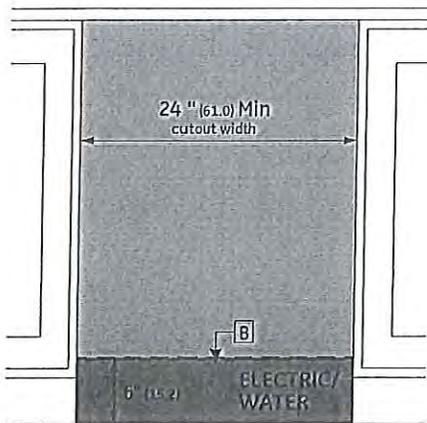
Dimensions in parentheses are in centimeters unless otherwise noted.



INSTALLATION

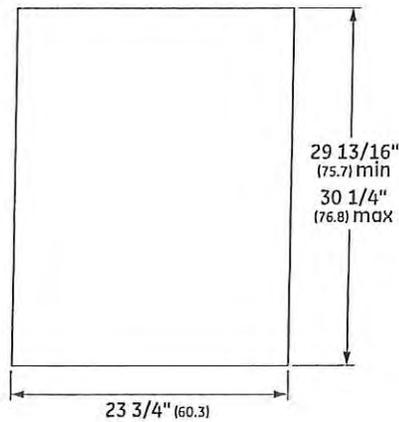


FLUSH CUTOUT INSTALLATION



INSTALLATION CUTOUT FRONT VIEW

CUSTOM PANEL



D

NOTES

- A The dishwasher drain hose must be no more than 12 feet in length for proper drainage.
- B Electrical connections are at the right front of the dishwasher and water connections are on the left. The hot water line should extend forward 30" to 40" from the rear wall. The electrical must extend forward at least 24" to reach the junction box.
- C To prevent siphoning, an air gap or high drain loop must be used.
- D A custom panel installation template (Pub. No. 31-31511-2) is available from GE Parts and Accessories (US 800.626.2002, Canada 800.561.3344).

CUSTOM DISHWASHER DOOR PANEL TEMPLATE GE PUB. NO. 31-31511-2

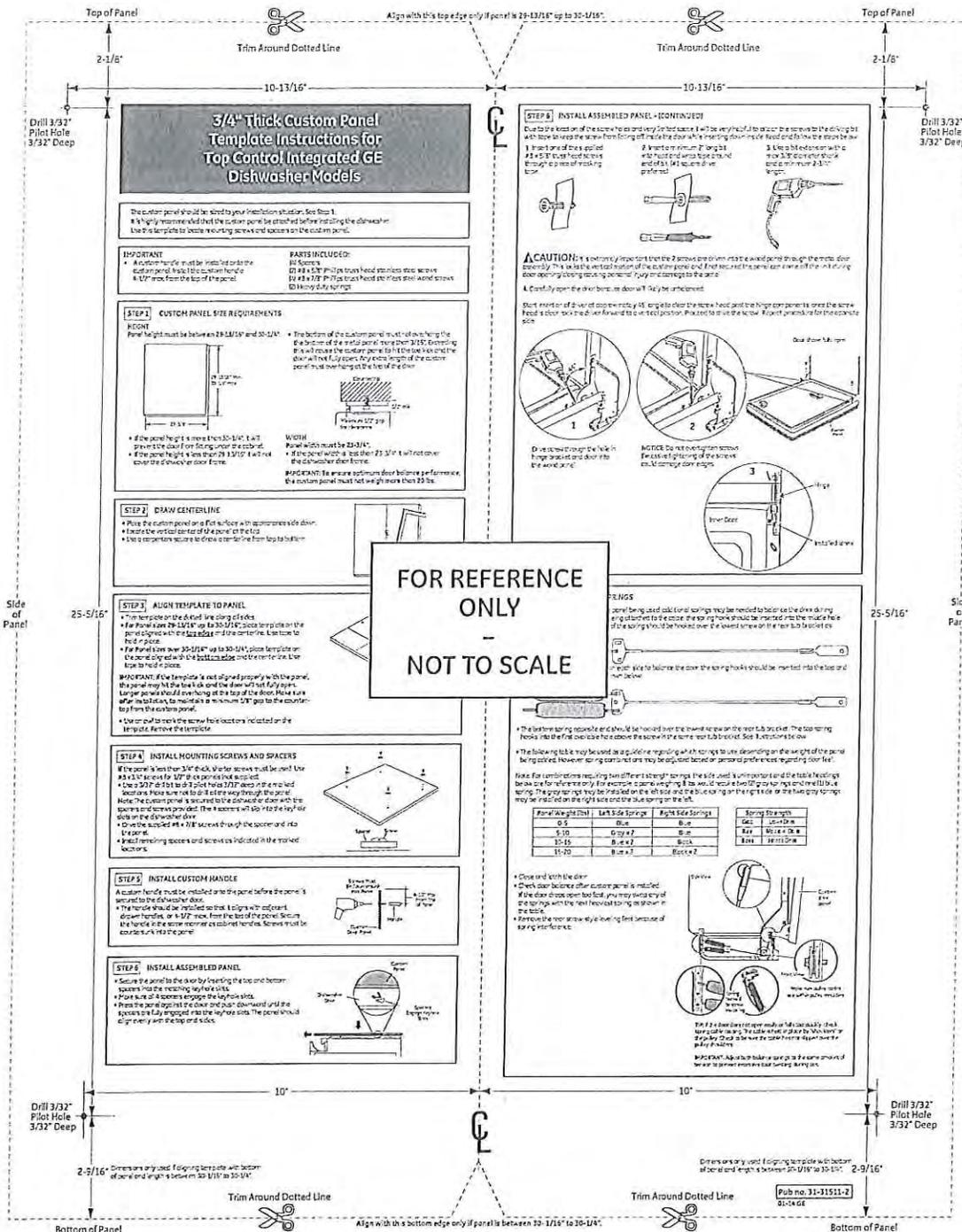
SPECIAL NOTES

The custom panel and custom handle of your choice should be secured to the dishwasher before installation begins. A template with instructions and installation hardware is provided.

For planning purposes, you may order the template in advance by calling 1.800.GE.CARES (1.800.423.2737) or by visiting our website at GEAppliances.com in the United States.

In Canada, call 1.800.561.3344 or visit www.GEAppliances.ca.
Order Pub. No. 31-31511-2. Complete panel installation instructions are included on the template.

Maximum panel weight is 20 LBS (9.1 kg).



CALL 1-800-626-2000

For a full-size panel template with complete panel installation instructions.



FEATURES AND BENEFITS

GE's most advanced wash system with 102 cleaning jets - Achieve the ultimate clean from an industry-leading number of jets that deliver complete washing coverage to every corner of the dishwasher

Full-extension, smooth-glide, adjustable third rack - Functions as a utensil drawer for cleaning of an entire flatware collection, along with carving knives, soup ladles, tongs and other cooking/ serving tools

LED lighting - Illuminate the entire interior, leaving no question as to whether or not dishes have been cleaned

39 dBA with LED status indicator on door - A dishwasher this quiet has a status indicator to tell you if the dishwasher is Washing, Drying or Clean

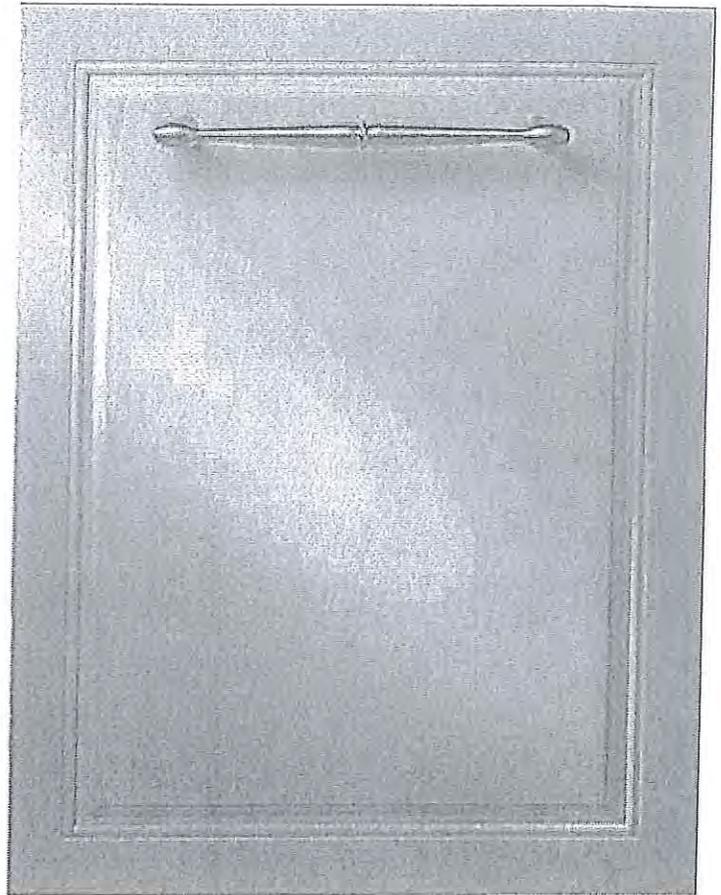
Bottle Wash Jets - Hard-to-reach areas inside tall items get completely clean with four dedicated jets integrated into the upper rack that shower water deep inside for the ultimate clean

Cabinet Depth Installation - Customize this appearance with a panel to match the décor of your kitchen

Top control LCD display - User-friendly controls combined with a LCD screen complement the sleek stainless look

Easy Touch Adjustable Upper Rack with 2 Stem Safe wine glass holders - Quickly adjust the upper rack 2 inches up or down to accommodate tall glassware and 10 1/2" plates with plenty of room in the bottom rack for large platters and cookie sheets

Wash Zones - Wash a true half-load in either the upper or lower rack without sacrificing options and cycles available on a full wash



Residential

 AMERICA
AT WORK

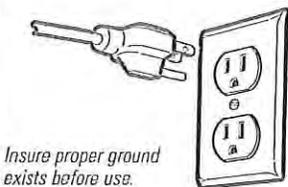
 Monogram®

ZSA1201JSS/ZSA1202JSS

GE Monogram® 120 Above-the-Cooktop Advantium® Oven

Dimensions and Installation Information (in inches)

IMPORTANT: PLEASE READ CAREFULLY. FOR PERSONAL SAFETY, THIS APPLIANCE MUST BE PROPERLY GROUNDED TO AVOID SEVERE OR FATAL SHOCK.

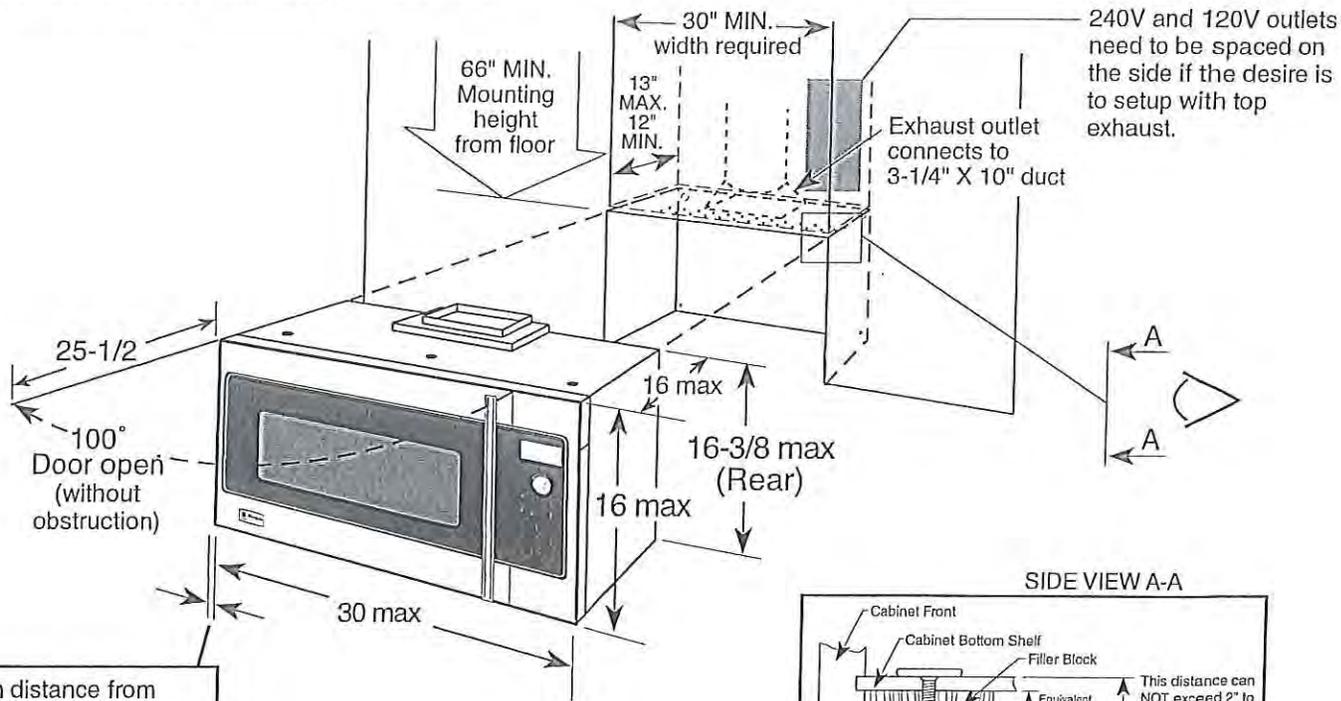


Insure proper ground exists before use.

DO NOT, UNDER ANY CIRCUMSTANCES, CUT, DEFORM, OR REMOVE ANY OF THE PRONGS FROM THE POWER CORD. DO NOT USE WITH AN EXTENSION CORD.

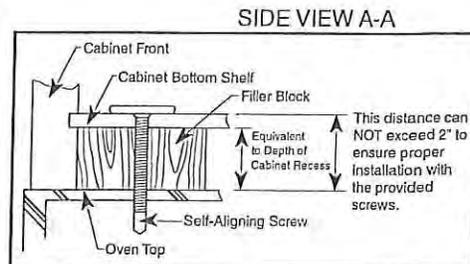
NEMA 14-30R Wall Receptacle

Installation Information: This information is not intended to be used for installing unit described. Before installing, consult installation instructions packed with product/kit for current dimensional data.



Minimum distance from door hinge side to adjacent wall should equal 1/2-inch.

Note: Outside venting is optional. Vent (duct) can be horizontal or vertical.



For answers to your Monogram,® Profile Series or GE appliance questions, visit our website at geappliances.com or call GE Answer Center® service, 800.626.2000.



imagination at work



Listed by Underwriters Laboratories

ZSA1201JSS/ZSA1202JSS

GE Monogram® 120 Above-the-Cooktop Advantium® Oven

Dimensions and Installation Information (in inches)

Hood Exhaust Duct

Outside ventilation requires a HOOD EXHAUST DUCT. Read the following carefully.

EXHAUST CONNECTION:

The hood exhaust has been designed to mate with a standard 3-1/4" x 10" rectangular duct.

If a round duct is required, a rectangular-to-round transition adaptor must be used. Do not use less than a 6" diameter duct.

REAR EXHAUST:

If a rear or horizontal exhaust is to be used, care should be taken to align exhaust with the space between studs, or wall should be prepared at the time it is constructed by leaving enough space between the wall studs to accommodate exhaust.

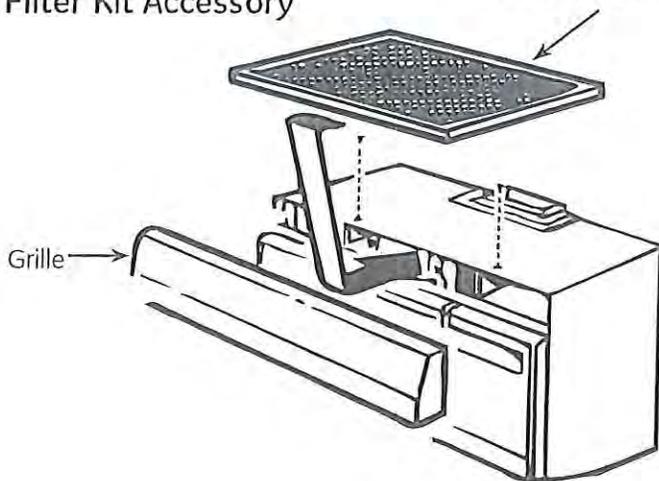
MAXIMUM DUCT LENGTH:

For satisfactory air movement, the total duct length of 3-1/4" x 10" rectangular or 6" diameter round duct should not exceed 140 equivalent feet.

ELBOWS, TRANSITIONS, WALL AND ROOF CAPS, etc., present additional resistance to airflow and are equivalent to a section of straight duct which is longer than their actual physical size. When calculating the total duct length, add the equivalent length of all transitions and adaptors plus the length of all straight duct sections. The chart below shows the approximate feet of equivalent length of some typical ducts.

Duct	Equivalent
A. Rectangular-To-Round Transition Adaptor	5 Ft.
B. Wall Cap	40 Ft.
C. 90° Round Elbow	10 Ft.
D. 45° Round Elbow	5 Ft.
E. 90° Rectangular Elbow	25 Ft.
F. 45° Rectangular Elbow	5 Ft.
G. Roof Cap	24 Ft.

Filter Kit Accessory



Filter Kit

JX81D-Recirculating Charcoal Filter Kit

To be used when the Advantium oven cannot be vented to the outside.

For answers to your Monogram® Profile Series or GE appliance questions, visit our website at geappliances.com or call GE Answer Center® service, 800.626.2000.



imagination at work



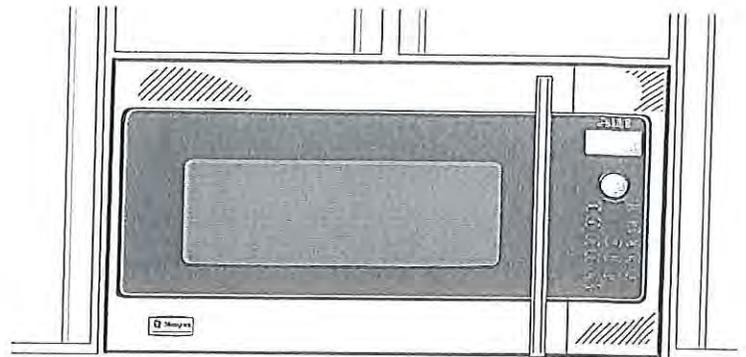
ZSA1201JSS/ZSA1202JSS

GE Monogram® 120 Above-the-Cooktop Advantium® Oven

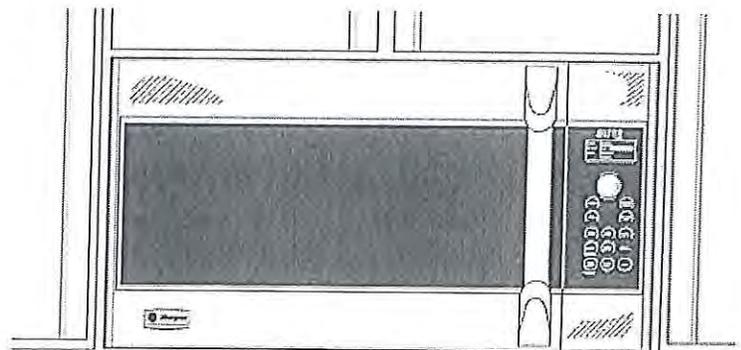
Dimensions and Installation Information (in inches)

Features and Benefits

- Speedcook technology uses halogen light to cook foods to delicious perfection—two to four times faster than a conventional oven—no preheating required
- Four powerful ovens in one—Speedcook, true European, convection, sensor microwave and warming/proofing—offer the ultimate in cooking speed and versatility
- Easy-to-use-controls make it easy to select from more than 175 preprogrammed recipes
- Spacious interior with 13.6" turntable and two full-width oven racks easily accommodates a roast or three 8-1/2" x 11" casserole dishes
- Four-speed, 300-CFM venting system efficiently clears away smoke and steam from the cooktop
- Convenient task lighting provides three levels of illumination to suit your needs
- Flexible above-the-cooktop configuration makes the most of your kitchen space
- Model ZSA1201JSS - European-styled stainless steel
- Model ZSA1202JSS - Professional stainless steel



European



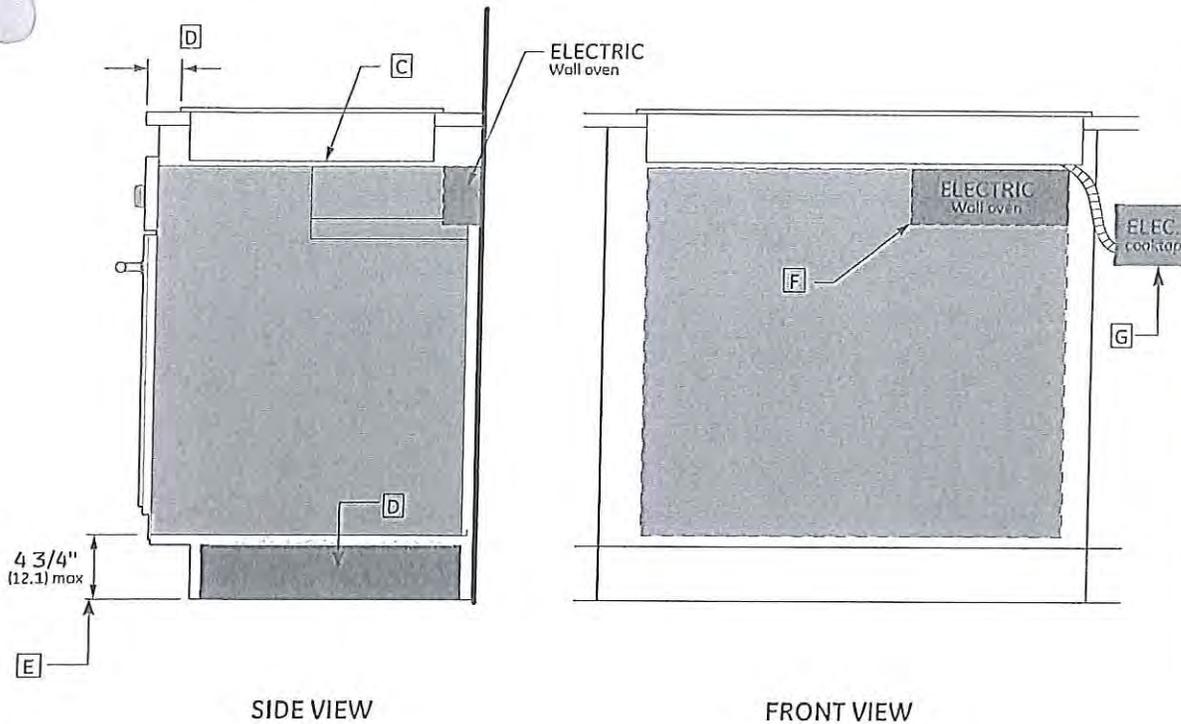
Professional

For answers to your Monogram® Profile Series or GE appliance questions, visit our website at geappliances.com or call GE Answer Center® service, 800.626.2000.



imagination at work

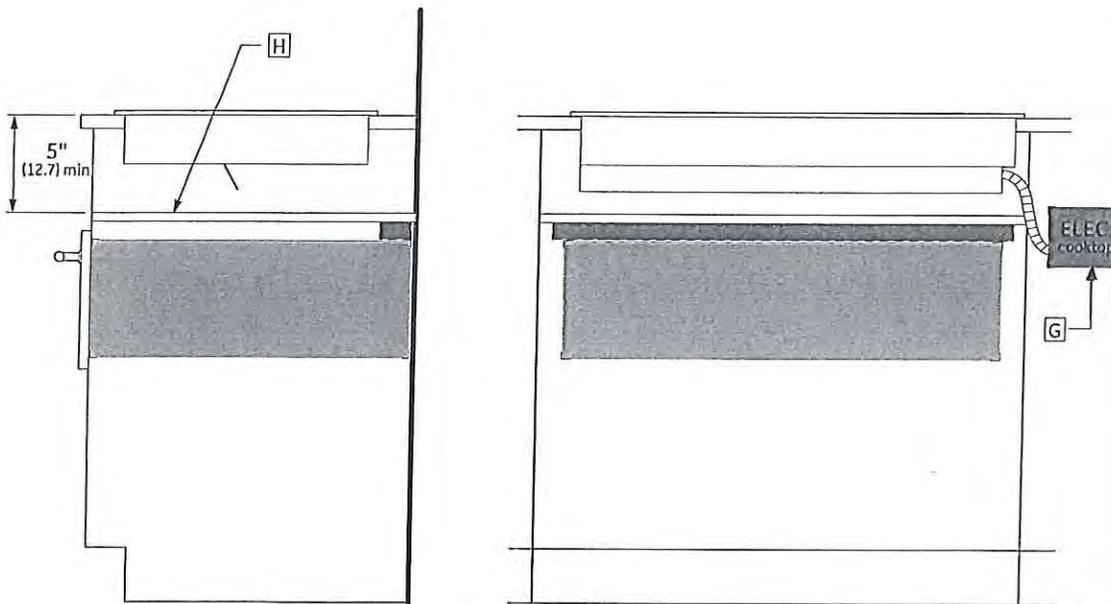
INSTALLATION ABOVE WALL OVEN **A**



SIDE VIEW

FRONT VIEW

INSTALLATION ABOVE WARMING DRAWER **B**



SIDE VIEW

FRONT VIEW

For more details, refer to the installation instructions for this product on Monogram.com. Dimensions in parentheses are in centimeters unless otherwise noted.

NOTES

A Note this cooktop is only approved for installation above specific wall ovens as labeled on this unit.

B Warming drawers are approved for installation below only certain specified cooktop models. See the label attached to the top of the warming drawer or underside of the cooktop for approved combinations.

C When installing this cooktop above a single wall oven, do not install the baffle.

D When this cooktop is installed above a flush-mounted wall oven, the clearance from the front edge of the countertop to the front edge of the cooktop cutout is minimum 2-1/2" plus the wall oven cleat setback.

E Maximum toe kick height of 4" when installed above a certified wall oven (4-3/4" including thickness of support platform).

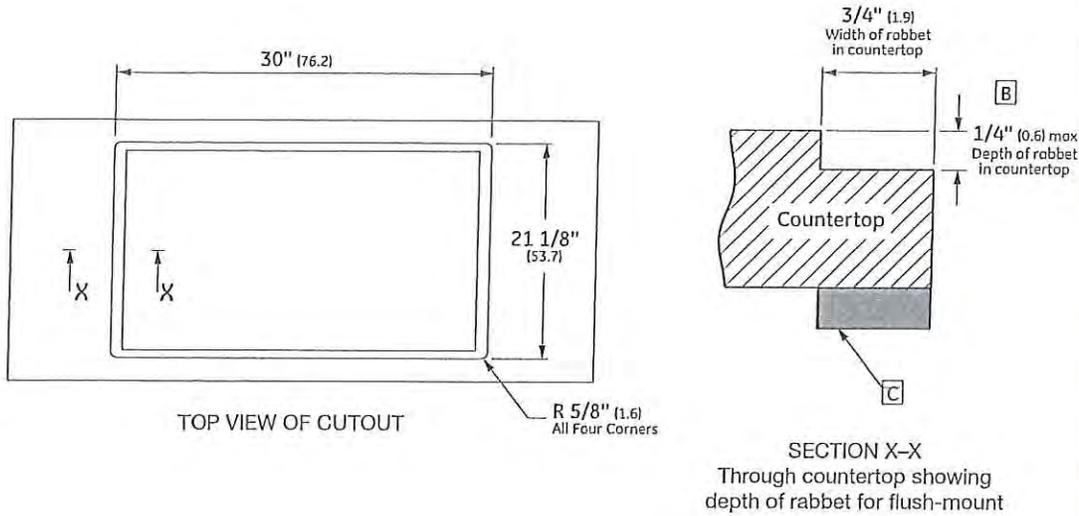
F Junction box location for wall oven (may also be located in adjacent cabinet).

G Electrical connection for cooktop must be located in an accessible adjacent location to the right (may also be located in adjacent cabinet).

H When installing the cooktop above a warming drawer, a solid barrier must be installed at least 5" from the top of the countertop. Use any solid material such as 1/4" thick plywood. Allow at least a 2" air gap between the front of the barrier and the inside of the cabinet and at least 1/4" air gap between the barrier and the top of the warming drawer.

For more details refer to the installation instructions for this product

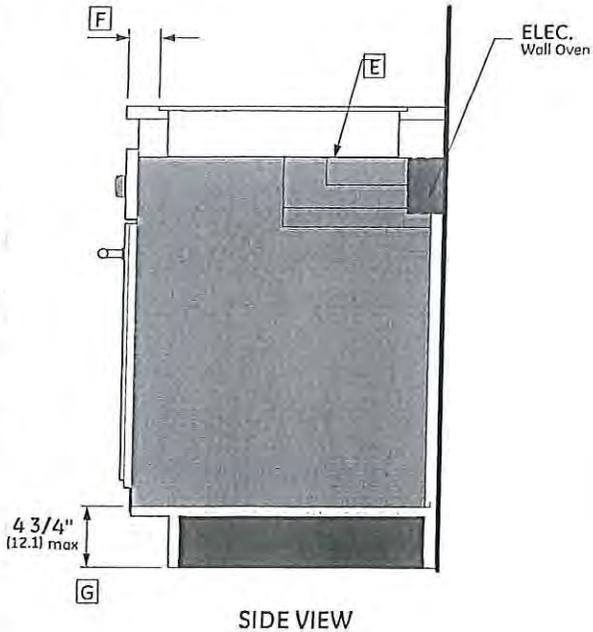
FLUSH MOUNT INSTALLATION **A**



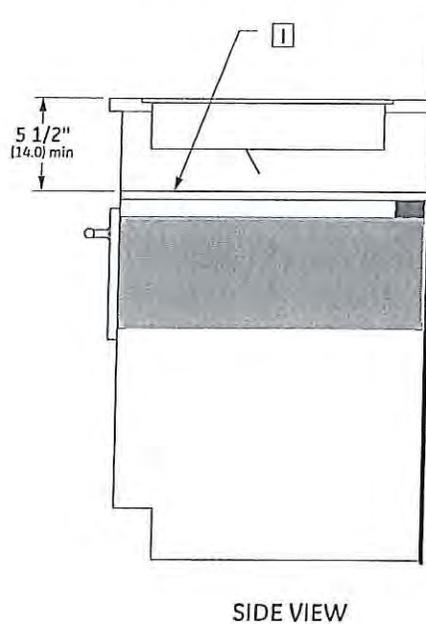
NOTES

- A** Use optional JXFLUSH1 kit to flush-mount the cooktop into the countertop. Read all installation instructions supplied with cooktop and kit before beginning installation.
- B** To avoid hot cookware from contacting the countertop surface, the cooktop should be installed at least 1/32" higher than the countertop.
- C** Use strips of wood or solid-surface countertop material to reinforce the countertop below the flush-mount rabbet. For an island or peninsular installation secure strips to all four sides, otherwise just secure strips to the front and back under the cutout.
- D** Note this cooktop is only approved for installation above specific wall ovens as labeled on this unit.

FLUSH-MOUNT INSTALLATION **D**
ABOVE WALL OVEN



FLUSH-MOUNT INSTALLATION **H**
ABOVE WARMING DRAWER



- E** When installing this cooktop above a single wall oven, do not install the baffle.
- F** When this cooktop is installed above a flush-mounted wall oven, the clearance from the front edge of the countertop to the front edge of the cooktop cutout is minimum 2-1/2" plus the wall oven cleat setback.
- G** Maximum toe kick height of 4" when installed above a certified wall oven (4-3/4" including thickness of support platform).
- H** Warming drawers are approved for installation below only certain specified cooktop models. See the label attached to the top of the warming drawer or underside of the cooktop for approved combinations.
- I** When installing the cooktop above a warming drawer, a solid barrier must be installed at least 5-1/2" from the top of the countertop. Use any solid material such as 1/4" thick plywood. Allow at least 1/4" air gap between the barrier and the top of the warming drawer.

For more details, refer to the installation instructions for this product on Monogram.com. Dimensions in parentheses are in centimeters unless otherwise noted.

For more details refer to the installation instructions for this product

FEATURES AND BENEFITS

Glide Touch Controls – Easy to use electronic controls allow you to precisely raise or lower heat in an instant with one easy swipe

Four Induction Cooking Elements - Enjoy a new level of rapid, precise heating with a cool-to-the-touch surface that's easy to clean

11" 3700W Induction Element - Rapidly boil water with our most powerful induction element

SyncBurners - Control two 7" elements simultaneously to evenly heat large cookware or the included griddle

Stainless Steel Clad Aluminum Griddle - Achieve even results with this lightweight griddle, tailored to fit Monogram SyncBurners

Melt Setting - Gently melt delicate foods without burning or scorching

Multi-Element Timer - Manage up to four pans at once with individual timers for each element

Control Lock Capability – Protects against unintended activation

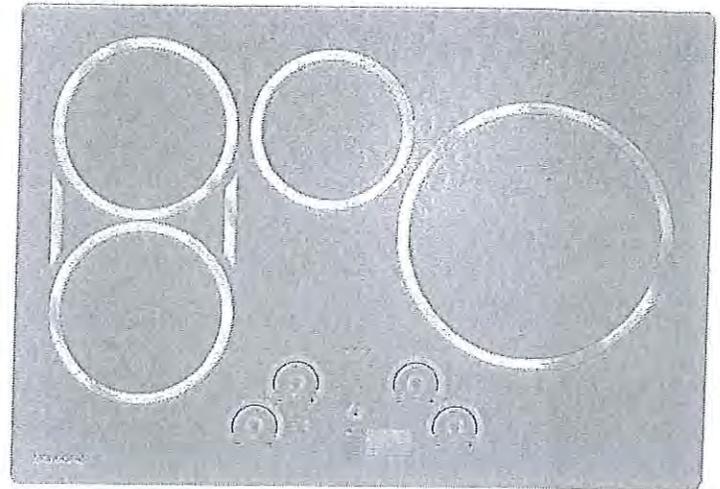
Custom Settings – Personalize your cooktop settings to fit your cooking style

Pan Presence & Size Sensors – Cook efficiently with elements that heat to the size of your pan and shut off when no pan is present

White LED Display with Patterned Silver Glass Surface – Enjoy a premium look that blends in with modern kitchen finishes

Flush-Mount Capable – Optional accessory kit enables the cooktop to be flush inset into the countertop for a sleek, modern look

Precision Cooking – Achieve restaurant quality results with an optional probe that wirelessly controls the temperature of your food. Ideal for Sous Vide, Slow Cooking, making candy, etc., or for any other cooking that requires precise control of temperature over time



It is the Roaring Fork Club's intent for the suites to still be rented/occupied on a short-term basis and that they will still act as lodging instead of long-term residential units, consistent with the goals of preserving short-term rental accommodations as is encouraged by the Basalt Master Plan. The proposed improvements correlate with owner demand for an improved kitchen space, most specifically larger refrigerators.

There are currently 12 Roaring Fork Lodge suites.

SUITESSTESA- Sopris Building Suite A

OSSA1 Reed, Brooks & Sherry
 OSSA2 RFC suites
 OSSA3 Mascarin, Ed
 OSSA4 Goodman, Jack and Cheryl
 OSSA5 Danis, Joe & Lynne
 OSSA6 Firth, Robert J. & Jan

STESB- Sopris Building Suite B

OSSB1 Tate, Charles & Judy
 OSSB2 Sanders, Doug
 OSSB3 Bross, Walter & Lida
 OSSB4 Stillwell, Gail & Bobby
 OSSB5 Vermillion, Dick & Kathy
 OSSB6 Thompson, Mike & Valerie

STESC- Sopris Building Suite C

OSSC1 Russell, Andy and Cindy
 OSSC2 RFCLLC1
 OSSC3 McKay, Clancey
 OSSC4 Cobb, James & Deborah
 OSSC5 Nesser, Cynthia & John
 OSSC6 Binder, Steve & Sharon

STESD- Sopris Building Suite D

OSSD1 Bach, Jens & Margie
 OSSD2 Miller, Dwayne & Natalie
 OSSD3 Lintz, Richard & Katherine
 OSSD4 Caplan, Howard & Francine
 OSSD5 Johnson, Sam & Becky
 OSSD6 RFCLLC2

STECA- Capital Building Suite A

OSCA1 Tumminello, Joey & Ana
 OSCA2 Bresnan, Francis & Eileen
 OSCA3 Chapman, Bob & Cynthia
 OSCA4 Bassett, Marshall & Mary
 OSCA5 Moncrief, Nancy
 OSCA6 Dove, Matt & Kathy

STECB- Capitol Building Suite B

OSCB1 Wilcox, Bill
 OSCB2 Holley, James & Mary
 OSCB3 Berney, Rand and Patti
 OSCB4 Hall, Kevin & Sharon
 OSCB5 Briggs, Doug
 OSCB6 Hankinson, Bill (Andrea Pollack)

STEC- Capitol Building Suite C

OSCC1 Harrington, Tim and Melissa
 OSCC2 Irvin, David & Robbie
 OSCC3 Rice, Lee & Diana
 OSCC4 Carson, Spence
 OSCC5 Groetzinger, Pete

OSCC6 Gray, W.L. & Lynn

STECD- Capitol Building Suite D

OSCD1 Taylor, Heyward & Brooke
 OSCD2 Winetroub, Jerry & Sandra
 OSCD3 Haller, Tim and Cindy
 OSCD4 Randle Jr, John
 OSCD5 Owens, Russell
 OSCD6 Martin, Scott

STEPA- Pyramid Building Suite A

OSPA1 Burns, Marty and Jim
 OSPA2 Verdoorn, Jim & Stephanie
 OSPA3 Guyol, Frank
 OSPA4 Oven, Herb & Mia
 OSPA5 Dorflinger, Neil & Mary
 OSPA6 Roaring Fork Club

STEPB- Pyramid Building Suite B

OSPB1 Swysgood, Robert & Linda
 OSPB2 Keller, Diane (Frank Aldridge)
 OSPB3 Reither, Chris & Fran
 OSPB4 Pitts, John & Whitney
 OSPB5 Mafrige, David
 OSPB6 Martin, Scott & Kim

STEPC- Pyramid Building Suite C

OSPC1 Fenneman, Craig and Mary
 OSPC2 LeBarre, Larry
 OSPC3 Fish, John and Rosalyn
 OSPC4 Kammer, Robert
 OSPC5 Issacs, John
 OSPC6 Dolan, Peter (Ann Adderton)

STEPD- Pyramid Building Suite D

OSPD1 Trigg, Fisher & Cynthia
 OSPD2 Johnson, Becky & Sam
 OSPD3 Sugavanam, Jay & Chrissy
 OSPD4 Pearman, Mike & Charlene
 OSPD5 Walker, Thomas & Janet
 OSPD6 Loucks, James & Elizabeth

PMBM PARTNERS LLC
10335 S PARKER RD
PARKER, CO 80134

FITZGERALD MAURICE & KATHERINE
120 ARAPAHOE
CARBONDALE, CO 81623-8704

ROARING FORK CLUB LLC
3 PUMPHOUSE RD #A
BASALT, CO 81621

ARBANEY FAMILY INVEST CO RLLP
PO BOX 109
BASALT, CO 81621

WEBER MARJORY F REV TRUST
2411 W 59TH ST
PRAIRIE VILLAGE, KS 66208

ISBERIAN ANAHID H & TALINE E
520 E HYMAN AVE
ASPEN, CO 81611

BOOTHE NANCY
PO BOX 56
SNOWMASS, CO 81654

VILLANO JOSEPH J JR & KAREN ANN
PO BOX 11775
ASPEN, CO 81612

ADAMS JANE MARIE
331 HOLLAND HILLS RD #11
BASALT, CO 81621

NAKAGAWA HEITOR
PO BOX 1131
BASALT, CO 81621

EARL MONTY & CAMILLA
114 MAPLE LN
ASPEN, CO 816112175

CO DEPT OF TRANSPORTATION
4201 E ARKANSAS AVE
DENVER, CO 80222

SILVER DOLLAR MANAGEMENT LLC
PO BOX 3405
BASALT, CO 81621

HOLLAND HILLS 7 LLC
350 N LASALLE ST #800
CHICAGO, IL 60654

DALY JACQUELINE A
331 HOLLAND HILLS RD #2
BASALT, CO 81621

SWIFT LAWRENCE V
PO BOX 1313
BASALT, CO 81621

KITTLE WYLAND & JUDITH TRUSTS
PO BOX 109
BASALT, CO 81621

TRZCINSKI AMBER & CHRISTOPHER
2080 LOCUST ST
DENVER, CO 802073941

PENDERGRAFT RICHARD P
PO BOX 3325
ASPEN, CO 81612

GALLANT MELVIN M REV TRUST
309 N 3RD ST
ASPEN, CO 81611

COLLINS THOMAS S & JANE A
0411 BLACK BEAR TR
CARBONDALE, CO 81623

ISBERIAN STEPHAN G & HEATHER REV TRU
516 E HYMAN AVE
ASPEN, CO 81611

SCHENKELBERG KEITH & JULIE MATHIAS
140 VISTA GRANDE DR
GRAND JUNCTION, CO 81507

VERDUZCO RAMON
331 HOLLAND HILLS ROAD - #9
BASALT, CO 81621

ROMERO HILDA G
PO BOX 28428
EL JEBEL, CO 81628

BIRKHOLZ NANCY
331 HOLLAND HILLS RD #10
BASALT, CO 81621-9298

VAGNEUR CALVIN
PO BOX 1055
BASALT, CO 81621

LAND LLC
363 WOODWAY #110
HOUSTON, TX 77057

STEELE FAMILY TRUST
2980 B 1/2 RD
GRAND JUNCTION, CO 81503

MEYER RANCH LLC
23655 TWO RIVERS RD
BASALT, CO 81621

ZG GIRL EQUITY LLC
24451 HWY 82
BASALT, CO 81621

ASPEN VALLEY HOSPITAL DISTRICT
0401 CASTLE CREEK RD
ASPEN, CO 81611

POPINCHALK JOSEPH
PO BOX 244
SNOWMASS, CO 81654

WADE MAILE A
331 HOLLAND HILLS RD #12
BASALT, CO 816219298

SPUNG CARSON
331 HOLLAND HILLS RD #12
BASALT, CO 816219298

ANGLIN BRONWYN H
331 HOLLAND HILLS RD #1
BASALT, CO 81621

WIX JOHN E JR
14377 COUNTY RD 13
PLATTEVILLE, CO 80651

WHITTIER DAVID & LILYAN GUNS
PO BOX 1696
BASALT, CO 81621

GAIBLER TIFFINIE
14377 COUNTY RD 13
PLATTEVILLE, CO 80651

BELCASTRO TYCEE
459 MESA LAKES ST
GRAND JUNCTION, CO 81520

POTTER KELLY ANN
PO BOX 5832
SNOWMASS VILLAGE, CO 81615

MILLER WILLIAM
0261 HOLLAND HILLS RD
BASALT, CO 81621

PITKIN COUNTY
530 E MAIN ST #302
ASPEN, CO 81611

RFC HOUSING CO LLC
3 PUMPHOUSE RD #A
BASALT, CO 816219264

WATSON KAY W
5711 S HONEYLOCUST CIR
GREENWOOD VILLAGE, CO 80121

ROARING FORK CLUB CABIN OPS
3 PUMPHOUSE RD #A
BASALT, CO 81621

HOLLAND HILLS COUNTRY TOWNHOMES AS
COMMON AREA
331 HOLLAND HILLS RD
BASALT, CO 81621

TATE CHARLES W & JUDY S
3703 SHREVE LN
MISSOURI CITY, TX 77459

FAIRBAIRN MATTHEW JAMES & KAREN ANN
24624 HARBOUR VIEW DR
POINTE VERDA, FL 32082

DAVIS ELEANOR L REV TRUST
8 WICKLOW CT
WAYNE, PA 190873945

SAGEBRUSH CABIN LLC
800 FIFTH AVE #25D
NEW YORK, NY 10065

GREGORY ANN C
5777 INDIAN CIRCLE
HOUSTON, TX 77057

GCC COLORADO LLC
3400 N CAUSEWAY BLVD
METAIRIE, LA 70002

SHW LLC
2001 SHAWNEE MISSION PKWY
SHAWNEE MISSION, KS 66205

ROARING FORK ASSOCIATES LLC
1602 TIMBERLAKE
FAIRFIELD, IA 52556

BRIDWELL TUCKER & GINA
1425 TANGLEWOOD RD
ABILENE, TX 79605

RFC TEXAS PARTNERS
600 TRAVIS ST #6160
HOUSTON, TX 77002

MOUR SPENCER D III TRUST
2741 RACQUET CLUB DR
MIDLAND, TX 79705

DOUTHAT NEIL T REV TRUST
6225 OVERHILL RD
MISSION HILLS, KS 66208

ROGERS YANDELL JR & FRANCES S
PO BOX 43
HOUSTON, TX 77001

BUREAU OF LAND MANAGEMENT
US DEPT OF INTERIOR COLO OFFICE
2850 YOUNGFIELD ST
KEWOOD, CO 80215-7076

Upper
unit



upper units



Fridge
would take
the place
of this
closet

lower units



NELSON/DAYTON (5),

Referral
Comments



Basalt & Rural Fire Protection District
“Protecting Our Community Since 1970”

4-19-16

James Lindt, Asst. Town Planner
Town of Basalt
101 Midland Ave
Basalt, Co

Re: Kitchen expansion for the Roaring Fork Club Member Suites

Dear James,

It's my understanding that the Roaring Fork Club desires to do full kitchen expansions for the existing member suites that have been constructed around the Main Lodge area. The fire district can support this application with the following conditions in place.

The sprinkler system around and within the Kitchen areas will need to be redesigned and to account for the hazard. This may require any number of scenarios such as upsizing piping to additional heads being installed.

The fire alarm system will need to be evaluated not only for adequate coverage as well but also to prevent false alarms that may occur due to initiation devices being too close to the expanded kitchen features.

If I can be of further assistance in this regard please feel free to contact me at your convenience.

Sincerely,

William L. Harding

Bill Harding, Fire Marshal

Cc: Brooke Stott, Asst. Fire Marshal

Jim Wilson, Chief Building Official

1089 JW Drive, Carbondale, Co 81623
Phone:(970) 704-0675 • Fax: (970) 704-0625
www.basaltfire.org

James Lindt

From: Roussin - CDOT, Daniel <daniel.roussin@state.co.us>
Sent: Friday, March 18, 2016 1:57 PM
To: James Lindt
Subject: Re: Town of Basalt Referral- Application for Kitchen Facilities in Roaring Fork Club Member Suites

I have no comments.

thanks

Dan

Dan Roussin
Permit Unit Manager
Traffic and Safety



P 970.683.6284 | F 970.683.6290
222 South 6th Street, Room 100, Grand Junction, CO 81501
daniel.roussin@state.co.us | www.codot.gov/ | www.cotrip.org



On Fri, Mar 18, 2016 at 10:56 AM, James Lindt <james.lindt@basalt.net> wrote:

Town of Basalt Referral agencies:

Please find attached a new development review application that the Town of Basalt is reviewing for the addition of full kitchen facilities (addition of stoves and full size refrigerators) in the 10 Roaring Fork Club Member suites that don't currently contain full kitchens.

A Technical Review Committee (TRC) Meeting is tentatively scheduled on the Application for Wednesday, April 20th.

Please provide comments on the application by April 19, 2016.

Let me know if you have any questions regarding the Application or are having difficulty viewing it.

Thanks, James Lindt, Basalt Assistant Planning Director [970-927-4701](tel:970-927-4701), ext. 201

James Lindt

From: Greg Knott
Sent: Tuesday, March 22, 2016 2:45 PM
To: James Lindt
Subject: RE: Town of Basalt Referral- Application for Kitchen Facilities in Roaring Fork Club Member Suites

James,

I do not have any comments or conditions regarding the below application.

Greg

-----Original Message-----

From: James Lindt
Sent: Friday, March 18, 2016 10:56 AM
To: Austin Weiss <Austin.Weiss@ci.aspen.co.us>; Boyd Bierbaum <boyd.bierbaum@basalt.net>; 'daniel.roussin@DOT.state.co.us'; Jim Wilson <jim.wilson@basalt.net>; Lance Clarke <lancec@co.pitkin.co.us>; Louis Meyer <louism@sgm-inc.com>; 'jason.sharpe@centurylink.com'; Rick Lofaro <rick@roaringfork.org>; Greg Knott <greg.knott@basalt.net>; Chris Lehrman <ChrisL@sgm-inc.com>; Susan Philp <susan.philp@basalt.net>; Bill Harding <bharding@basaltfire.org>; Brooke Stott (bstott@basaltfire.org) <bstott@basaltfire.org>; James Lindt <james.lindt@basalt.net>; Ryan.Echer@sourcegas.com; Denise Diers <dediers1@gmail.com>; Basalt Sanitation <admin@basaltsanitation.org> (admin@basaltsanitation.org) <admin@basaltsanitation.org>; 'djohnson@rfta.com' (djohnson@rfta.com) <djohnson@rfta.com>; rwinder@holycross.com; Matt Adeletti (matt.adeletti@pitkincounty.com) <matt.adeletti@pitkincounty.com>; Jim Wilson <jim.wilson@basalt.net>
Subject: Town of Basalt Referral- Application for Kitchen Facilities in Roaring Fork Club Member Suites

Town of Basalt Referral agencies:

Please find attached a new development review application that the Town of Basalt is reviewing for the addition of full kitchen facilities (addition of stoves and full size refrigerators) in the 10 Roaring Fork Club Member suites that don't currently contain full kitchens.

A Technical Review Committee (TRC) Meeting is tentatively scheduled on the Application for Wednesday, April 20th.

Please provide comments on the application by April 19, 2016.

Let me know if you have any questions regarding the Application or are having difficulty viewing it.

Thanks, James Lindt, Basalt Assistant Planning Director 970-927-4701, ext. 201

-----Original Message-----

From: James [<mailto:jamesl@basalt.net>]
Sent: Friday, March 18, 2016 10:51 AM
To: James Lindt
Subject: Message from "RNP002673A7D646"

**Town of Basalt, Colorado
TRC Certificate No. 8
Series of 2004**

**CERTIFICATE OF ACTION TAKEN BY THE TECHNICAL REVIEW
COMMITTEE OF THE TOWN OF BASALT CONCERNING KITCHEN
IMPROVEMENTS FOR THE SUITES AT THE KINDELL ADDITION TO THE
ROARING FORK CLUB, PUD**

The undersigned certifies as follows:

1. On or before April 23, 2004 all the members of the Technical Review Committee of Basalt, Colorado (hereinafter called the "TRC"), comprised of the Town Manager, Deputy Town Manager, Town Planner, and Town Attorney, voted in consideration of the following actions.

2. On January 28, 2004, the Roaring Fork Club applied for an insubstantial amendment to the PUD Plan for the Kindell Addition to the Roaring Fork Club PUD on behalf of the Roaring Fork Club, L.P. pursuant to paragraph 3b of the Development and Subdivision Improvements Agreement for the Kindell Addition to the Roaring Fork Club PUD (herein "Application"). The Application requests amendment of paragraph 14f of Ordinance No. 1, Series of 2001, which states, in part:

"the only kitchen appliances which shall be allowed in the Club Suites will be one microwave oven, one small refrigerator and a wet bar. Otherwise, no kitchen facilities will be provided in the Club Suites at any time."

The Applicant desires to install additional kitchen facilities in two of the twelve suites as an experiment to determine if the additional kitchen facilities make the units more salable and meet the needs of the future guests.

3. The TRC finds and determines that allowing for full kitchens in two of the twelve suites to test the marketability of full kitchens, as described in the Application, is an insubstantial amendment to the PUD Plan for the Kindell Addition to the Roaring Fork Club PUD.

4. On March 11, 2004 the Basalt Sanitation District sent a letter stating that the proposed remodel of the two kitchens does not changes the taps required from the District.

5. The Application is approved subject to the following conditions:

a. Finding No. 7 of Ordinance No. 1, Series of 2001, finds the suites are nonresidential in character. The character of two of the suites is partially changing based on this approval. The suites, as a whole, are still to be primarily rental in nature. Based on this mixed character of use:

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R 16.00 D 0.00
SILVIA DAVIS PITKIN COUNTY CO

(1) The Applicant shall not be required to pay additional school land dedication and affordable housing impact fees.

(2) In lieu of paying the park land dedication and park improvement fees, the Applicant has elected to make improvements to the Town's Riverfront Park; and the costs of improvements and labor directly attributable to those facilities will be credited against the park land and park improvement fees to be paid. Before spending the funds, the Applicant will submit a Plan to Public Works Department for Approval. The Planning Department shall review the costs and if any disagreements, the two parties will agree on an independent third party to review the expenses and such service will be conducted at the expense of the Applicant. The total fees expended by the Applicant shall total at least \$8,489, which addresses both units. The Applicant, by pulling the building permit, agrees to this payment and if the Applicant does not expend this total by November 1, 2006, they agree to pay the Town of Basalt the difference. The Deputy Town Manager shall have the ability to extend this deadline.

b. The Town shall confirm that no other recorded documents need to be amended before a building permit is issued.

c. The Applicant shall comply with all other conditions of the Town Code and the approval documents for the Kindell Addition to the Roaring Fork PUD applicable to the improvements allowed under this TRC Certificate.

d. The Applicant shall provide the Town Staff a letter no later than November 1, 2006, informing the Town how the upgraded kitchens have met the Applicant's needs and advise the Town how the Applicant would like to proceed with regard to the remaining ten suites.

e. If the Applicant submits an amendment for action by the Town Council, the amendment shall apply to all twelve suites. The Applicant is aware that they would have to comply with all Basalt Town Council conditions of approval. Such action could also possibly result in bringing the two kitchens into compliance with Condition 14f of Ordinance No. 1, Series of 2001 as originally approved.

6. The owner of the Property may rely on the actions taken by the TRC as set forth herein.

7. A copy of this Certificate shall be inserted in the Town's file for this matter and may be recorded in the real estate records of Pitkin County.

Town of Basalt
TRC Certificate No. 8, Series of 2004
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The undersigned has executed this Certificate as of April 23, 2004



Susan Philp, Town Planner

TRC No. 8-KitchenImpr_Kindell

Memorandum

To: Chair and Planning and Zoning Commission

From: Susan Philp AICP, Planning Director

Date: June 21, 2016

Re: Worksession: Zoning for Our Town Planning Parcels – Amended CSC Zone District

I. Purpose

The purpose of this worksession discussion is for the P&Z to make any changes the P&Z considers desirable to the CSC Zone District before the adoption hearings begin.

II. Background of Our Town Planning Process

The Council has taken several actions on the Our Town Planning Area starting in February of 2014 when the Council began the Our Town Planning process after the successful approval of the voters of the bond allowing for the removal of the mobile homes, river and park improvements. The Town Council has taken several actions directing the P&Z to move forward with zoning for the Our Town Planning Area, which have been summarized in prior P&Z memorandums and most recently in the packet materials for the Council's June 14th Worksession.

Members of the P&Z presented the CSC Zone District to the Council on May 3, 2016. On June 14th the Council had a Worksession discussion with the P&Z and provided input for the District.

III. Highlights of CSC Zone District

Highlights of the Amended CSC Zone District are attached.

IV. Council Discussion following P&Z's June 14th Discussion

Staff's take aways from Council input following P&Z June 14th Discussion are provided below.

Building and Park Line

- A. Council had general agreement on building line and area shown as a park. Council members recognized that the polygon area potentially could be part of the private development if that development included the vitality ideas advocated by POST's River Park Plan.

Building Heights

- B. Councilor's expressed some concern with the allowed heights, particularly for the 2 ½ story building bordering Two Rivers Road and the river park area. Concern expressed by Councilors included that buildings, if constructed to the maximum height, could potentially be out of character with downtown and adjacent development and that the 38 feet height could actually be fully 8 feet higher or 46 feet with the parapet and underground parking allowances.

Staff added language to clarify that the Council could approve lower heights than the maximum and that allowances to exceed permitted heights could only be made after certain findings.

Uses

- C. Individual Councilors expressed concern with hotels and condominium hotels being allowed on the CDC Property while other Councilors supported hotels and different methods of financing them.

Staff made minor modifications to the condominium hotel definition.

- D. Councilors, recognizing the importance of day care, seemed satisfied that day care uses were permitted as a secondary uses.

Process and Summary

- E. Council seemed supportive of the overall direction of the Amended CSC District at this stage of the review and agreed that the P&Z could hold public hearings and continue the adoption process.

Council also supported the activities of the POST Committee as presented at the worksession.

V. Other Items

Staff has scheduled a site visit before the meeting on the BCC property for the purpose of checking in on some of the dimensional requirements included in the current draft. The letters presented at the P&Z May 19th meeting are attached.

In addition, POST has emphasized the need for the development to complement and respect the park area and visual corridors. Therefore Staff has added a condition that POST becomes another entity to make recommendations to P&Z and Council and an additional Site Development Standard.

Staff made some other changes, e.g. to simplify the review process and make it more clearly a two-step review as represented. The Town Attorney made another suggestion regarding affordable housing which staff incorporated into the current draft. Staff slightly lowered the threshold to 30 guest rooms (from 40 guest rooms) for a hotel to be an anchor use.

VI. P&Z Discussion

At this worksession, Planning Staff will present the structure of the meeting and briefly summarize the changes. Don Elliott, Clarion Associates, will be available by phone.

The next step after this Worksession will be for the P&Z to begin the public hearing and adoption process.

Attachments

Highlights of Amended CSC Zone District

5th Draft of amended CSC Zone District

Letter from Frank Taverna, Basalt Center Partnership, dated May 2, 2016

Email from Chris Szczelina dated Tuesday, May 3, 2016

Highlights of the P&Z's Amended Community Serving Commercial (CSC) Zone District are provided below

1. The CSC Zone District is proposed to be modified to apply to all 4 OTP parcels: CDC, Lions Park, Merino Park and Basalt Center Circle (BCC).

The original district was prepared by the CDC for the CDC parcel although it could be used by other "Public non-profit Entity, Community Development Corporations."

2. The definition of what is considered to be Community Serving is proposed for modification. The P&Z determined that Community Serving meant that each of the properties would include an "**anchor use**". An anchor use is a use or activity that the Town desires which was supported by the OTP Master Plan Amendment.
3. Anchor uses for each of the 4 parcels were identified by the P&Z. Anchor uses include such uses as a grocery store, hotel, brewpub/distillery, and also include a community center (to address the uses desired by the Petition Committee on the CDC parcel).
4. **Secondary uses** are identified for each of the parcels. Secondary uses are other uses which could occur once the anchor use was guaranteed for the parcel.
5. Buildings adjacent to Two Rivers Road may only be **2 ½ Stores**. 2 ½ stories means the third floor is pulled back from the front building façade by at least 10 feet.
6. **4 stories are allowed on the BCC** parcel but only in the interior of the parcel, away from the Fryngpan River, and after buildings are confirmed along Two Rivers Road.
7. Buildings adjacent to the Basalt River Park may also be only 2 ½ stories although the Council may grant relief based on findings.
8. **View openings as shown on the OTP Master Plan Amendment must be protected.**
9. Pedestrian through connections to the rivers as defined in the code language must be preserved.
10. **Definitions** are added (for example, what is a "Community Center"?) or amended (for example "**condominium hotel**").

PROPOSED AMENDED CSC ZONE DISTRICT

Sec. 16-30. CSC Zone District

(a) Intent and applicability.

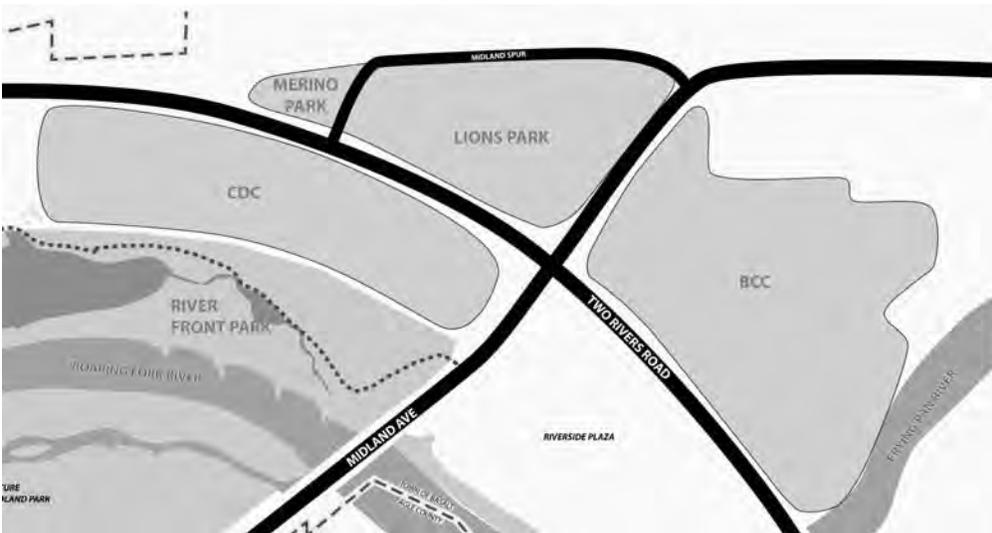
(1) Statement of intent. The intent of the CSC Zone District is to combine the social capital objectives of the Town's Master Plan with the vitality objectives of the C-2 Zone District to produce tailored zoning controls for four key redevelopment parcels in downtown Basalt in order to implement the results of the Our Town downtown planning process. The scale and character of development authorized in this zone district may allow buildings that are larger and more multi-faceted than areas zoned C-2 (Downtown Business) or P (Public).

(2) Applicability.

This district is intended to apply to four specific parcels of land commonly known as:

- a. The CDC parcel;
- b. The BCC parcel;
- c. The Lions Park parcel; and
- d. The Merino Park parcel.

The general boundaries of these 4 parcels are shown on the following map. The exact boundaries of each parcel shall be established at the time the CSC Zone District is applied to that parcel.



(b) Threshold Requirements

(1) Development must be community serving. Since the intent of the CSC Zone District is to encourage social entrepreneurship in the development of community serving commercial projects, new development shall only be permitted to occur in the CSC Zone District if it is determined to be community serving. New development shall be considered to be community serving if it includes an anchor use or uses listed in Subsection 16-30(c)(1) below for the specific parcel indicated, and that anchor use or uses meets the applicable minimum size standard for that use in Subsection 16-30(c)(1) below.

PROPOSED AMENDED CSC ZONE DISTRICT

- (2) Qualifying organizations. In order to be eligible for rezoning to the CSC Zone District, the owner of the land to be rezoned must be a non-profit Community Development Organization, a similar non-profit organization where development activities are a stated part of its 501(c)(3) tax status, or a for-profit entity engaged in construction of a building or facility that is a community-serving anchor facility, as listed in Section (c)(1) below. A qualified Community Development Corporation is an entity which satisfies the requirements of Section 16-4 applicable to a "Public non-profit Entity, Community Development Corporation." A for-profit entity may include a group of owners which have agreed to be represented in the entity engaged in constructing the community-serving anchor facility.
- (3) Consistency with Master Plan. In reviewing whether a parcel is appropriate for CSC zoning, the Town will consider the future land use designation, neighborhood typology, and goals and objectives of the then current Master Plan, including but not limited to the Our Town Master Plan amendments.

(c) Permitted uses

(1) Permitted anchor uses.

- a. Subject to Subsections (1)b. and (1)c. below, at least one of the following anchor uses must occur on the CSC Zone District parcels indicated in the table below.

Table 16-30-1: Anchor Use Table					
	CDC Parcel (West)	CDC Parcel (East)	BCC Parcel	Lions Park	Merino Park
Arts Center [1]				●	
Community Housing [2]					●
Brewpub/Distillery [1]	●		●		
Entertainment [3]	●		●		
Grocery Store [3]			●		
Hotel or Condominium	●		●		
Hotel [4]					
Park/Open Space		●			
Small Business Incubator [2]					●
Sports/Youth Center [1]			●	●	
Town Hall				●	●
Community Center [1]	●		●		
[1] Must contain at least 6,500 sq.ft. of total floor area. [2] Must occupy at least 70% of the occupied total floor area developed on that CSC parcel. [3] Must contain at least 9,000 sq. ft. of total floor area. [4] Must contain at least 40 ³⁰ guest rooms. Includes condominium hotel					

- b. The Town Council may approve an anchor use designated for one CSC parcel as an acceptable anchor use for a different CSC parcel not indicated in the table above, with the exception that no anchor use other than a park or open space shall be designated for the eastern portions of the CDC and Lions Park parcels.
- c. If an approved anchor use begins operation but later discontinues operation for a period of 3 months or more, or if the portion of the building in which the anchor use is located is destroyed by fire or any other cause, the property owner may apply to change the approved anchor use to any other anchor use that meets the minimum size requirements listed in the table above. Any change to a substitute anchor use or another use permitted in the CSC

PROPOSED AMENDED CSC ZONE DISTRICT

zone district shall require review and recommendation by the Planning Commission following a public hearing, and shall require approval by the Town Council.

(2) Required Community Vitality Uses

On each CSC parcel, land uses in the designated Vitality Zone for that parcel are required to be Community Vitality Uses subject to exceptions included in Section 16-29(c) and the design guidelines for buildings included in Section 16-30(d)(7).

(3) Permitted Secondary Uses

The following secondary uses are permitted on each CSC parcel, provided that one or more of the anchor uses designated in the table above (or approved by the Town Council) has already been established on same CSC parcel, or will be established on the same CSC parcel as part of the development containing the permitted secondary use.

- a. An anchor use listed above in table 16-30-1, regardless of whether it satisfies the minimum size requirements, unless prohibited elsewhere by this section (C)(3).
- b. Uses and activities conducted by a government entity or by a public non-profit entity that meets the requirements of Sections 16-4 or 16-21(8) of this Chapter. Such uses include including but not limited to administrative offices and meeting rooms for non-profit and educational oriented organizations, transit facilities, museum, community center, educational facilities, performing arts center, and theater.
- c. [A local business chamber.](#)
- d. Community Vitality Uses as shown on Table 1 in Section 16-29 as Community Vitality Uses (in areas of the parcel other than the designated Vitality Zone).
- de. Other commercial, office and retail uses allowed in the C-2 Zone District.
- ef. Fully-deed restricted community housing units meeting the requirements of this Chapter.
- fg. Free-market multifamily residential uses (only on BCC and Lions Park parcels) where no unit exceeds 1,400 total square feet.
- gh. Makerspace/Craft Industry.
- hj. Public parking garage (on the BCC parcel only).
- ij. Public or private open space and park uses.
- jk. Day care that complies with state requirements regulating day care.
- kl. Accessory uses approved pursuant to CSC Development Plan Review Process
- lm. Temporary outdoor uses and vendors, subject to the provisions of Chapter 6, Section 6-13 of the Town of Basalt Code.

- (4) Limitations on permitted uses. Through the CSC Development Plan Review process, the Town Council may place reasonable restrictions or limitations on any use or activity in the CSC Zone District. The Town Council may also determine that a specific use is not appropriate based on the intent of the zone district, consistency with the Town Master Plan and compatibility with adjoining areas. The Town Council may establish conditions allowing for subsequent review by the Town Planner or Technical Review Committee to avoid unnecessary additional meetings before the Planning and Zoning Commission and Town Council.

(d) Dimensional requirements.

- (1) The dimensional requirements applicable to developments within the CSC Zone District shall be established through the CSC Development Plan review process, and shall be subject to the limitations listed in Table 16-30-2, below.

PROPOSED AMENDED CSC ZONE DISTRICT

Table 16-30-2: Dimensional Requirements					
Dimension	Standard				Comments
	CDC Parcel	BCC Parcel	Lions Park Parcel	Merino Park Parcel	
Minimum Lot Area					
Maximum Building Height to Top of Parapet or Pitched Roof	2.5 stories; 38ft. [1]	4 stories; 45 ft. [2] [3] [4]	2 stories; 25 ft.	4 stories; 45 ft.	<p>Up to 4 ft. of an underground parking structure that extends above approved grade shall not count against maximum height limits.</p> <p>2.5 stories means a third story is allowed if it is set back as required in applicable table notes. A street façade parapet of up to 4 ft. above the second floor roof height is permitted.</p>
Front Yard Setback (along Two Rivers)					Overhangs and other building features may encroach into the public-right of way if approved through the CSC development plan review process and a Town encroachment license is obtained
Min.	0 ft.	0 ft.	0 ft.	0 ft.	
Max.	10 ft.[6]	10 ft. [5] [6]	10 ft.[6]	N/A	
Front Yard Setback (along Midland Avenue and Midland Spur)					
Min.	N/A	0 ft.	0 ft.	0 ft.	
Max.	-N/A	N/A	10 ft.[6]	10 ft.[6]	
Min. Side Yard Setback	Per Building and Fire Code				
Min. Rear Yard Setback	Per Building and Fire Code				
Min. Setback from Rivers and other Environmentally Sensitive Areas	See Article XXI				
Min. Landscaped Open Space	10%			N/A	Open space credit may be given for pedestrian improvements per Section 16-30(e)(5)(b)
<p>[1] A 2.5 story building is allowed if the third story is set back at least 10 ft. from the lower façade facing Two Rivers Road street frontage, from Riverfront Park, and from the park on the east portion of the CDC parcel.</p> <p>[2] Any portion of the building containing a grocery store may have a maximum height of 49 ft.</p>					

PROPOSED AMENDED CSC ZONE DISTRICT

Table 16-30-2: Dimensional Requirements					
Dimension	Standard				Comments
	CDC Parcel	BCC Parcel	Lions Park Parcel	Merino Park Parcel	
					<p>[3] Each building shall not exceed 2.5 stories or 38 ft. in height within 50 ft. of Two Rivers Road or Midland Avenue, or within 150 ft. of the Frying Pan River.</p> <p>[4] No new building shall exceed 2 stories or 35 feet in height until (a) at least 150 linear feet of the Two Rivers Road frontage is occupied by buildings meeting the minimum and maximum setbacks, or (b) the Town Council has approved a development plan showing that at least 150 linear feet of the Two Rivers Road frontage will be occupied by buildings meeting the minimum and maximum setbacks.</p> <p>[5] Maximum building setback shall not apply to the 150 ft. of the BCC parcel along the Two Rivers Road frontage closest to Midland Avenue, measured from the light pole existing on March 31, 2016 at the intersection of the Two Rivers Road and Midland Avenue.</p> <p>[6]. At least 80% of any street facing building must be built between the minimum and maximum front setbacks except for building located behind another street facing building or as provided in Note [5] above.</p>

- (2) Town Council can reduce or waive in its entirety the requirement for a full 10 foot third floor setback on the park sides of the CDC parcel after a recommendation of the Planning and Zoning confirming that at least one of the following findings has been made.
- a. An equivalent setback is provided on the first floor to provide a porch or deck that lessens the visual massing of the building by park users;
 - b. Requiring the setback would require the first floor of the building to be so large that it would negatively impact views required by Section 16-30(e)(1)
 - c. There is sufficient fenestration in the building to reduce the visual mass of the building so that the full top floor setback is not necessary
 - d. The third floor setback is in an area not seen by park users because of vegetation, terrain change, intervening structures, or other factors
 - e. The second floor of the building is set back from the first floor façade at least 10 feet or more on those frontages where a third floor setback is required in the table above.
- (3) A land use application must demonstrate to the satisfaction of the Town Council that the height requested is compatible with or complements the adjacent uses and heights of adjacent structures. The Town Council can allow a building height to exceed the maximum height requirements by no more than 8 feet after a recommendation of the Planning and Zoning confirming that at least one of the following additional findings has been made.
- a. Permitting the additional height allows for greater views to the river than otherwise would be achieved or the Applicant is willing to grant wider views to the river in exchange for the additional height;
 - b. The height is the minimum necessary to hide mechanical equipment that must be on the roof;

PROPOSED AMENDED CSC ZONE DISTRICT

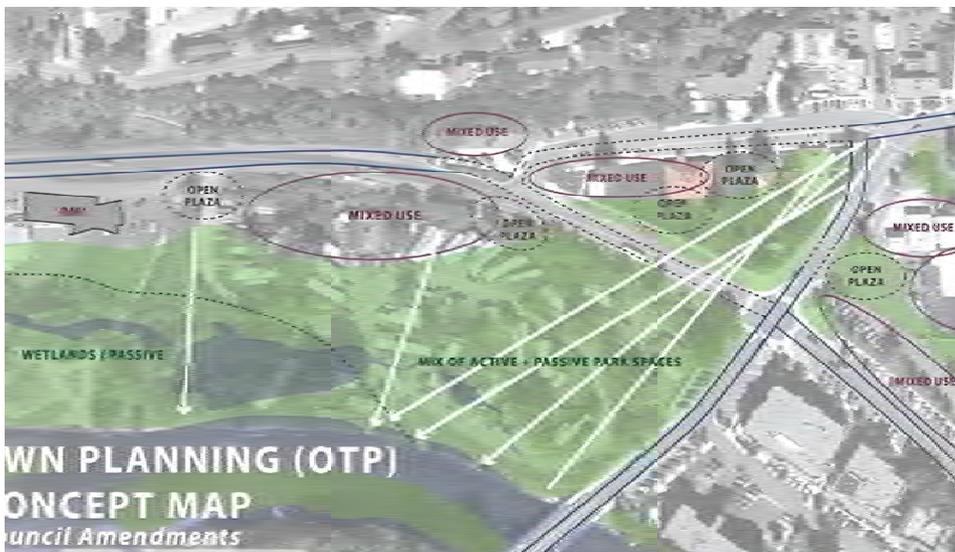
- c. The additional height is necessary to allow underground parking. However no more than 4 feet of underground parking structure height above approved grade may be exempted from the maximum height limitations.
- d. The additional height will permit the addition of a feature improving the architectural interest of the building. However, no more than 6 feet of additional height to accommodate the feature may be approved.

(e) Other Site Development Standards.¹

(1) Openings to the river.

The following openings shall be preserved for views to Roaring Fork River and for pedestrian passage by employees, occupants, or patrons of adjacent properties, and no new building shall be constructed in the areas designed as a view protection/pedestrian access zone.

- a. Required View/Pedestrian Opening 1: On the Lions Park parcel and CDC parcel, buildings shall be sited so as to preserve views and pedestrian access from the corner of Midland Avenue and the Midland Spur to the Roaring Fork River as shown on the following map.
- b. Required View Opening 2: On the CDC parcel, a view and pedestrian access from Two Rivers Road to the Roaring Fork River shall be provided along the western edge of the property, as shown on the following map.
- c. Additional View Opening: To the maximum extent practicable, at least one additional view from Two Rivers Road to the Roaring Fork River should be provided somewhere west of the intersection of Two Rivers Road and the Midland Spur. This view opening shall be located so that building frontages along Two Rivers Road comply with the building façade articulation standard in Section 16-30(f)(4) below.



- (2) Pedestrian through-connections. Development on the BCC parcel shall incorporate at least one pedestrian through-connection from the Midland Avenue frontage to the Frying Pan River

¹ Content of current CSC “Other Development Standards” have been significantly reorganized for logical flow and to better separate site and building design requirements.

PROPOSED AMENDED CSC ZONE DISTRICT

frontage. The required pedestrian through-connection shall be located internal to the site (at least 50 feet from the Two Rivers Road frontage).

- (3) Vitality zone. Each CSC parcel except the Merino Park parcel shall include a designated vitality zone that shall be established by the Town in the sketch plan process. The permitted uses in the vitality zone are shown on Table 1 in Section 16-29 as Community Vitality Uses and the buildings are subject to the building design standards contained in Section 16-30(f) for buildings within the vitality zone. The Town Council will establish the vitality zone considering the following:
 - a. The pedestrian and connectivity goals of the area;
 - b. The nature of the desired streetscape;
 - c. Existing and proposed adjacent uses;
 - d. The then current Master Plan, including but not limited to the Our Town Master Plan amendments; and
 - e. The goals advocated by any non-profit applicant.
- (4) Parking. Development in the CSC Zone District shall provide parking as follows:
 - a. Minimum requirements
 1. Hotel/Condominium Hotel —1 space per hotel room, plus 2 for management and operations.
 2. Residential—1 space per bedroom to a maximum of 2 spaces per unit, where an efficiency unit is counted as 1 bedroom.
 3. All other uses—1 space per 400 square feet of floor area. With the exception of handicap spaces and car share spaces, parking spaces may not be reserved for individuals or private businesses.
 - b. Additional on-street parking constructed as part of the development will count for non-residential parking included in the calculation of parking spaces to be provided. The applicant shall be permitted to purchase non-residential parking spaces pursuant to the requirements of Section 16-94.
 - c. The Town Council may apply a reduction of the non-residential parking requirements following a recommendation of the Planning and Zoning Commission based on hours of operation, mixed-use, access to on-street parking, availability of local public transit, availability of parking spaces in a public parking lot or garage, expected use of WE-Cycle or other bicycle sharing programs, contribution to or participation in a car share program that serves the community, creation of a Transportation Demand Management (TDM) plan to reduce traffic volumes and parking demands below expected levels, or contribution to other desired public improvements, necessary infrastructure, or other basic Town service requirements. The Town Planner may require a recommendation from a parking consultant as outlined in Section 16-92 in order for the staff and Planning and Zoning Commission to make a recommendation and the Town Council to make a decision on the appropriate parking reduction for the development.
 - d. The visual impacts of off-street parking and loading areas shall be minimized. The design of parking and loading areas shall ensure that they support and do not detract from the Town's vitality goals for the CSC Zone District. This shall be accomplished by:
 1. Constructing structured parking primarily underground where such construction is feasible;
 2. Prohibiting surface parking between any building on the CDC, Lions Park, and Merino Park parcels and the right-of-ways of Two Rivers Road, Midland Avenue, or the Midland Spur;

PROPOSED AMENDED CSC ZONE DISTRICT

3. Locating parking and loading areas, or the access to such areas, along the rear facade or side of the building whenever feasible; or
 4. Wrapping the facades of any structured parking within other permitted uses that have a minimum depth of 18 feet or wrapping the facades with building material, grading or landscaping to break up the view of the parking and parking structure lighting from public open spaces and other activity areas. When this design option is employed the access to the structured parking shall be designed with the same attention to detail and materials as the primary façade and the access shall be integrated into the building's design and wrapping.
 5. Designating 1 or more loading zones on the site plan and regulations to govern loading.
- e. Except as described in subsections (a) through (d) above, parking areas and structures in the CSC Zone District shall comply with the requirements of Article V, Off-street Parking and Loading.
- (5) Open spaces.
- a. To the extent possible the areas between each building with a ground floor nonresidential primary use and the adjacent street shall be visible space that is useable by customers of on-site business uses or pedestrians. These areas, and the required open space areas on the site shall:
 1. Abut and be level with the public sidewalk;
 2. Be open to the sky (except for awnings, covered walkways, areas under a porch and covered outdoor seating);
 3. Be directly accessible to the public; and
 4. Be provided with appropriate ground cover treatment and landscaping.
 - b. Placement of street furniture and public art in required open space is encouraged, as long as a 5 foot minimum pedestrian walkway width is maintained. Items such as street furniture, educational and interpretive displays, small play features and public art that are attractive and appropriate for use by young children are encouraged. The Town may give credits towards minimum open space requirements for street furniture, fountains and similar improvements in a public right of way or other public spaces in the downtown.
 - c. At least 50 square feet of private usable open space shall be provided for each dwelling unit. Private open space may include balconies above ground and lawn areas and patios behind the building. Private open space areas shall not be located in front of or adjacent to any portion of a building's vitality zone. The Town may reduce or waive a private open space requirement if the Town determines that the private open space area would interfere with the intent of the CSC Zone District.
 - d. Building design and landscape features for the CSC development must take into consideration adjacent public park uses. CSC development shall complement but not detract from public park activities. Development outside of any designated vitality zone adjacent to a public park shall be designed to minimize the intrusion of the CSC development onto public parks and trails. Development within any designated vitality zone should be designed to integrate public and private uses and activities.
- (6) Signage. The sign restrictions of the C-2 District will apply to non-residential uses unless modifications to those standards are approved through the CSC Development Plan Review process. However, nothing shall prevent the Town Council from adding conditions and restrictions on signage to protect adjacent properties and to further the goals of the adopted Town's Master Plan, including without limitation the Our Town Master Plan amendments.

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- (7) Lighting. The lighting requirements of Section 16-431 shall apply to development within the CSC Zone District unless modified through the Exemption process outlined in Section 16-438 of the Town Code, Article XX, Exterior Lighting.
 - (8) Utility and trash facilities. Utility boxes and trash/recycling facilities servicing the building shall be located outside of the public right-of-way, along the rear or side façade of the building. To the extent possible, these facilities shall be located to avoid or minimize any negative impacts on residential uses on the parcel and on adjacent parcels and to avoid interfering with pedestrian movement and experience. This requirement shall not be construed to prohibit the placement of street furniture, such as public trash containers, within the public right-of-way.
 - (9) Environmentally sensitive areas. Development within the CSC Zone District shall comply with Article XXI (rivers, wetlands and environmentally sensitive areas), provided that the environmentally sensitive area review shall be conducted simultaneously with the CSC Development Plan Review if the Town Planner makes a finding that the development is within the development line established by the River Master Plan.
 - (10) Community Priority Scoring System. Development within the CSC Zone District shall be exempt from the requirements of Article XXII.
 - (11) Land dedications. The land and improvements, or fees in lieu, required to be provided under the provisions of Section 17-15 (Parkland Dedication) shall be calculated at one-half (½) the requirement for any deed restricted community housing units; and the provisions of Section 17-16 (School Land Dedication) shall apply at the same discounted rate for deed restricted community housing units. The Town Council may exempt or further reduce such fees for free-market and community housing during the CSC Development Plan review process pursuant to Section 16-419. Any reduction or elimination of school impact fees will require approval by the school district.
 - (12) Development in the CSC Zone District shall meet or exceed the accessibility requirements of the Americans with Disabilities Act.
 - (13) Landscaping in the public right-of-way. Landscaping that is to be installed in the public right-of-way shall comply with the applicable provisions of the Public Works Manual.
 - (14) Curb Cuts. Development in the CSC Zone must satisfy the design criteria of the C-2 Zone District in Section 16-29(e)(4)c. regarding curb cuts.
 - (15) Street and Streetscape Improvements. All street and streetscape improvements shall comply with the Town of Basalt Complete Streets Design Manual.
 - [\(16\) Community Housing. Development within the CSC Zone District shall comply with Article XIX \(Housing Mitigation\)](#)
- (f) Building design. All buildings shall comply with the following requirements, if applicable:
- (1) Building Typologies and Guiding Principles. The typologies from the Our Town amendments to the Town of Basalt Master Plan that the Town determines are most applicable to the type of development proposed in the project, as well as other building design standards and guidelines contained in the Our Town Master Plan amendments. Those guiding principles include:
 - Building scale compatible with historic downtown;
 - Variety of western roof forms;
 - Street level interest; and
 - Contemporary reinterpretations.
 - (2) Buildings within the portion of the site designated as the vitality zone (as that term is defined in Section 16-29 of this Code) shall incorporate a store-front design at the street level, with windows suitable for retail goods display that are designed to attract pedestrian interest at the street level. The storefront windows along the façade of the vitality zone shall be transparent so

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as to permit the activities within the building to be visible to pedestrians along the adjacent street. Commercial spaces at street level should have a ceiling height consistent with those within the historic downtown.

- (3) Any new buildings constructed at prominent corners shall contain both ground floor and upper floor elements that reflect timeless design and visually emphasize the importance of the corner through vertical elements, changes in materials or color, changes in articulation patterns, or entryways, or similar features.
 - (4) Building facades along streets shall be designed to reflect the general 20-30 ft. width of street facing building facades in older areas of downtown Basalt. Building facades wider than 30 ft. shall include vertical projections or insets from grade level to the eave of a pitched roof or the top of a flat roof or parapet at a linear spacing of no less than 20 feet and no greater than 30 ft. unless waived or modified by the Town Council after recommendation by the Planning and Zoning Commission. This standard shall not prohibit the extension of an awning across the vertical projection or inset.
 - (5) Building facades along pathways that connect buildings to public spaces, and along alleys or other frontages with pedestrian traffic shall contain projections from or insets into the wall plane, windows, doors, or changes in material to ensure that no section of building wall longer than 30 feet is of uniform materials, color, and appearance unless waived or modified by the Town Council after recommendation by the Planning and Zoning Commission.
 - (6) The ground floor of any new structure in the vitality zone shall be at grade with adjacent sidewalks or passageways, and there shall be no steps between the sidewalk and the primary building entry. However, in order to satisfy grade issues, steps may be included between the sidewalk and the street if the applicant demonstrates that providing steps is the best way to address grades on the site.
- (g) Zone District review procedures and submission requirements.
- (1) CSC Development Plan review procedures. No new development shall occur in the CSC Zone District without CSC Development Plan review and approval. CSC Development Plan review shall be conducted in 2 stages, these being Sketch Plan review and Final Plan review.
 - a. Sketch Plan review. Sketch Plan review is intended to provide the Town with a general overview of the project including a description of existing conditions, proposed mix of uses, height, floor area and parking, as well as its relationship to neighboring properties and consistency with the Town's Master Plan, the River Master Plan and applicable Code provisions. Sketch Plan review shall involve the following procedural steps:
 1. The initial step in Sketch Plan review shall be a determination of whether the proposed project is community serving and is eligible for rezoning to the CSC Zone District. This determination may be made administratively by the Town Planner or the Town Planner may refer this matter to the Planning Commission and Town Council. If the determination is referred, then the Planning Commission and Town Council consideration ~~shall~~may occur at a jointly held public hearing.
 2. Any project that is determined to be community serving and eligible for rezoning to the CSC Zone District may then proceed through Sketch Plan review. Sketch Plan review shall require a review by the Planning Commission after recommendation by the Basalt Parks, Open Space and Trails Committee. The Commission is authorized to recommend approval, approval with conditions, or denial of the Sketch Plan application following a duly noticed public hearing. The Planning Commission review shall be followed by a review by the Town Council at a duly noticed public hearing. Following the closure of the public hearing, the Town Council may approve, approve with conditions, or deny the application.
 - b. Final Plan review. Final Plan review is intended to provide the Town with a more detailed description of the proposed development program, to respond to issues raised in the sketch plan review and to present additional information required in the Sketch Plan

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review. Final Plan review shall require a review by the Planning Commission [after recommendation by the Basalt Parks, Open Space and Trails Committee](#) at a regular meeting. The Commission is authorized to recommend approval, approval with conditions, or denial of the Final Plan application [following a duly noticed public hearing](#). The Planning Commission review shall be followed by a review by the Town Council at a duly noticed public hearing. Following the closure of the public hearing, the Town Council may approve, approve with conditions, or deny the application. The Town Planner may schedule a joint meeting of the Planning Commission and Town Council prior to the initial Final Plan review by the Commission.

- c. Community Serving Subdivision. A property which is zoned CSC is eligible to be subdivided as a Community Serving Subdivision pursuant to the provisions of Section 17-84.5 of this Code provided no more than four initial lots are created by the Owner. The Community Serving Subdivision shall be processed concurrently with the CSC Development Plan. However, nothing herein requires the qualifying non-profit organization to use the Community Serving Subdivision process if the owner would rather utilize another eligible subdivision process in the Code at the time of the subdivision.
- (2) Sketch Plan submission contents. The application for the Sketch Plan stage of CSC Development Plan review shall include the following:
- a. Completion of standard application forms and authorization from the owner for the filing and processing of the application and fees.
 - b. Description of existing conditions.
 - c. A legal description of the property, an ALTA survey and a copy of any easement or recorded document referenced on the ALTA survey.
 - d. A list with addresses of all property owners within 300 feet of the property.
 - e. A description of the development program including: major objectives of the development; proposed mix of uses with approximate square footages of each use and number of any free-market and community housing units and allowed locations; parking capacity, location and types; access locations and vehicle and pedestrian circulation; proposed phasing and timing; and plan for satisfying the goals of the development plan. Numbers can be provided in a range.
 - f. Schematic development plan (at a scale of at least 1 inch per 100 feet) showing horizontal relationships of the proposed development with property boundary, setbacks and proposed uses.
 - g. Information and drawings providing a schematic level description and illustration of the height, scale and mass of proposed structures from important perspectives, as well as proposed open spaces narrative and graphic descriptions of the character and style of architecture by the end of Sketch Plan review.
 - h. Narrative addressing relationship of the project to neighboring properties and consistency with the Town's Master Plan, the River Master Plan; Streetscape Plan and any other long range planning documents as deemed appropriate by the Town.
 - i. Narrative description of how utilities are to be provided to and through the site by a licensed professional engineer along with an assessment as to the feasibility of the applicant's proposal. Describe whether any existing utilities or easements will need to be relocated or vacated, and generally the plan for accomplishing this. The engineer's assessment at a minimum must address potable water, sanitary sewer, drainage and storm sewer, electrical power, natural gas power, and flood protection where applicable. Describe whether the power lines will be below ground or overhead. The applicant may include maps depicting the alignment of utilities but it is not required at Sketch Plan. The engineer's assessment shall outline any known engineering and utility issues and generally describe how they will be addressed in the final site plan review.

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- j. Proof of ability to apply the CSC Zone District.
 - k. General statements describing how the elements of the development will satisfy the criteria required for the CSC Zone and explanation for any reductions in requirements allowed through the site plan process.
 - l. Statements addressing how the development intends to satisfy requirements that apply to the development found in other sections of the Code applicable to the type of development being proposed, including but not limited to: any annexation requirements; school and parkland dedication; floodplain development permit and regulations, and community housing, including any need for relocation housing.
 - m. Description of how the development addresses the Town's goals toward sustainable building, energy efficiency and waste reduction.
 - n. A study of the shading or shadow impacts that the proposed buildings may cause on public or private rights-of-way or other public spaces within or surrounding the project.
 - o. Additional information. Any additional information reasonably required by the Town to review the application and to verify compliance with the provisions of this Code.
- (3) Final Plan submission contents. The application for the Final Plan stage of CSC Development Plan review shall include the following
- a. Same as above along with such additional or refined information and analysis as may be required by the Town Council in order to address issues raised in the Sketch Plan review or to verify compliance with the provisions of this Code.
 - b. Off street parking and loading areas, including the location, type and capacity of proposed parking areas, and written justification for any proposed reductions or fee-in-lieu of parking proposals
 - c. The location of all ways for ingress and egress to all buildings and parking areas.
 - d. Service and loading areas and refuse and recycling collection areas.
 - e. Site/building program.
 - f. Development plan which meets the requirements of Section 16-66(3)b. Following Final Plan approval the applicant shall record a development plan containing the elements of the Town Council's approval.
 - g. Reserved.
 - h. Proposed schedule and phasing.
 - i. Identification of potential construction and maintenance easements needed for zero-lot line development and plan for obtaining such easements.
 - j. Draft Master Development Agreement which generally describes the public improvements to be constructed in connection with the project, the timing of such construction, the parties responsible for completion of the public improvements and the financial security to be provided.
- (4) Building, engineering and site design review. Building, engineering and site design review is intended to provide the Town with the final architectural, engineering, landscaping and other technical documents that are a precursor to the actual construction of the project. Following approval of the final CSC Development Plan and any other associated land use actions and prior to issuance of a building permit for each lot or development site, the then-owner of a lot or development site shall comply with the following submission requirements and review procedures:
- a. The owner shall prepare and submit architectural drawings, elevations and perspective drawings of all proposed structures and improvements intended to show the relationship of

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- the proposed structures to the surroundings. Such drawings shall depict proposed building materials, fenestration, mechanical equipment (and screening of such equipment) and similar architectural details but need not be the result of final architectural design.
- b. The owner shall submit final engineering documents, including plans and specifications for streets, water, sewer and drainage and the engineers' cost estimates for all public improvements to be installed on the lot or building site within dedicated land areas, rights-of-way or easements.
 - c. Following construction, the owner shall provide as-built mapping and diagrams for utility installations in an electronic computerized format of a type approved by the Town Engineer or Public Works Director.
 - d. The owner shall describe the character and type of landscaping, lighting and signage to be provided. The landscaping shall be indicated in tabular form, showing the type of plant material, minimum size and quantity. The approximate location of landscaping shall be indicated on a site plan. The lighting description shall describe how the lighting complies with the final site plan approval and any exemptions that will be necessary pursuant to Section 16-438 of the Town Code, Article XX, Exterior Lighting. The signage plan shall provide detailed information sufficient to determine whether the location, size, number and character of the proposed signs comply with the requirements of [Section 16-131 et seq. of the Town Code, Article VII, Signs](#).
 - e. The owner shall provide an anticipated time table for completion of development including the anticipated dates for completion of any phase.
 - f. The owner shall provide a title insurance policy indicating that the property is free and clear of all ownership disputes, liens or encumbrances which would impair the property to be utilized for the uses approved. The title policy shall provide verification that all owners and lien-holders have approved the final subdivision plat.
 - g. The owner shall demonstrate compliance with Article II, Chapter 17, Design Standards and Requirements for Subdivisions.
 - h. The owner shall demonstrate compliance with Article V, Chapter 17, Public Improvements Acceptance and Guarantees.
 - 1. The owner shall provide a Subdivision Improvement Agreement for public or quasi-public improvements to be constructed by the owner and other draft agreements and conveyances that apply to the development as whole or to community housing or other restrictions or requirements.
 - 2. The owner shall provide a Construction Management Plan and shall submit a request for the use of any of the Town's property for construction or construction management purposes.
 - 3. The owner shall demonstrate compliance with the Final CSC Development Plan approval applicable to the application and any other Town approval.
 - i. The owner shall submit the information necessary to satisfy the foregoing requirements for review by the Technical Review Committee. TRC review shall [be limited to atake into consideration and review of the project's compliance with the approval documents applicable to the development, relevant standards applicable to buildings, and final subdivision plats and other Town code requirements for approval before building permit. Following such review and after all necessary additions or corrections are made, the building, engineering and site design information shall be forwarded to the Town Council along with the recommendation of the Technical Review Committee. In its final development plan review approval the Council can delegate this review to the Planning and Zoning Commission.](#)
 - ~~j. The building, engineering and site design information submitted by the owner, together with the recommendation of the Technical Review Committee, shall be considered by the~~

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~~Town Council (or the Planning and Zoning Commission if the Council refers the approval to the Planning and Zoning Commission in the final approval) at a noticed public hearing. The board's review shall be limited to a consideration and review of the project's compliance with the applicable approval documents and relevant standards applicable to buildings and final subdivision plats. The Town Council shall make a final decision to approve the building, engineering and site design proposal subject to modifications or conditions, or to deny such proposal. Nothing eliminates the requirement to comply with the Building Code. The Town's approval shall be considered the Site Specific Development Plan. Nothing restricts the TRC from elevating themay refer any portion of its review of any item to the Planning and Zoning Commission or Town Council for final action. In addition, in its final approval the Town Council may require that the Planning and Zoning Commission or Council review specific items of the approval.~~

- (5) Amendments to a Sketch Plan or Final CSC Development Plan. Amendments to a Sketch Plan approval or Final Plan shall be processed as follows:
- a. Sketch Plan approval. After Sketch Plan approval an applicant may make insubstantial amendments to the approved sketch plan before submitting a Final CSC Development Plan for review. Substantial amendments shall be processed under the same procedures as used for the original adoption. "Substantial" shall have the same meaning as in Section 16-65(d)(2). The initial determination of whether an amendment is insubstantial or substantial shall be made by the Town Planner.
 - b. Final CSC Development Plan approval. After Final Development Plan approval, the TRC may review and approve of minor amendments to the approval documents necessary to effectuate the intent of the Final Plan Approval. The applicant shall have the ability to appeal a TRC decision on a minor amendment to the Town Council at a public meeting in which 15 days written notice of the public meeting has been provided to the appellants.
 - c. Substantial amendments and amendments which the Town Planner determines are not minor amendments but are consistent with the Sketch Plan approval shall processed pursuant to the Final Plan submission and review procedures. Substantial amendments and any amendments which the Town Planner determines are not minor amendments and are not consistent with the Sketch Plan approval shall be processed pursuant to the Sketch Plan and Final Plan submission and review procedures.

Sec 16-4 Definitions – *the following definitions are proposed to be added, except for the definition of condominium hotel, which is proposed to be revised as shown below.*

Brewpub/Distillery -- A facility licensed as a brewpub or distillery by the state that annually manufactures and sells in the facility not more than 5,000 barrels of beer, or not more than 25,000 gallons of distilled spirits, only for consumption on the premises.

Community Center – A facility available for public activities, including but not limited to events, performances, entertainment, celebrations, meeting rooms, public classrooms and indoor gardens. The space is intended to be available for use by the public. However, the space may be rented by one or more parties at any time.

Condominium Hotel (or condotel or condo-hotel) -- A hotel or motel operated under a condominium form of ownership. A condominium hotel must satisfy the following requirements:

- a. Be advertised and marked with signage as a hotel or motel and be subject to the complete control and management of a single hotel or motel operator for operation as a hotel or motel.
- b. Be created, sold and maintained under documentation, including condominium declaration, bylaws, sales brochures and pre-construction agreements, in form and content approved by the Town Attorney that adequately discloses and ensures that the facility will in all respects

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be permanently and exclusively operated as a hotel or motel and will not be occupied as a dwelling.

- c. Except for dwelling units to be used by a manager or employees or any deed-restricted affordable housing, condominium hotels shall contain only individual sleeping units that are sold as a condominium hotel unit and are permanently dedicated to rental to the public for transient occupancy. Individual sleeping units may contain small kitchen facilities.
- d. Be managed to ensure that:
 - ~~(i) At least fifty (50) percent of the units are available for rental to the general public at all times;~~ and
 - ~~(ii) That no unit owner may (i) occupy their unit for more than sixty (60) days out of a calendar year; and~~
 - ~~(iii) That no owner may, or (ii) occupy their unit more than twenty-nine (29) consecutive days; and~~
 - ~~or (iii) (iv) That no owner may store an automobile on site when they are not occupying a unit; and~~
 - ~~(iii) so that at least fifty (50) percent of the units are available rent or occupancy to the general public at all times.~~
- e. Contain and maintain standardized furniture, furnishings and decor in all individual sleeping units.

If a proposed development does not meet requirements a through e above, the Town Council may determine that a proposed development nevertheless qualifies as a Condominium Hotel if it finds that the proposed development, together with any related covenants, conditions, restrictions, or agreements between the developer and the Town, will ensure that at least the same number or a greater number of the condominium hotel units will be occupied for the same or a greater number of days each year as a Condominium Hotel that meets all of the requirements in subsections a through e above.

Entertainment -- A facility providing entertainment or recreation activities, including but not limited to theaters, bowling alleys, nightclubs, game centers, gymnasiums, health clubs, and climbing wall centers or rooms that can be rented for parties or events, where all activities take place within enclosed structures. This use does not include a conference center, adult arcade, adult bookstore, adult video store, adult novelty store, adult cabaret, adult entertainment establishment, sexually oriented business, adult motel, adult motion picture theater, or adult theater.

Makerspace/Craft Industry – a facility that contains one or more artists or craft industries. A makerspace is a community center that includes manufacturing equipment, community and education for the purposes of enabling individuals to design, prototype and create manufactured works. A craft industry encompasses goods that are handmade by artisans or those skilled in a particular trade, including but not limited to art galleries, handmade textiles, food, beverages, and culinary products. Products made on site may also be sold on site. No such individual facility shall be larger than 6,500 total square feet.

Small Business Incubator -- A facility operated to encourage and support the growth and success of entrepreneurial companies by providing a variety business support resources and services, including but not limited to physical space, coaching and mentoring services, access to financing, networking connections, shared supply purchasing, or shared data systems and resources.

The following additional amendment is proposed for Section 16-21 of the code

Section 16-21 describes the intent of each of the zoning districts in the Town. The language below uses the same language as included in included in the current draft of the Amended CSC Zone District. The strike through and underlined language below shows the changes to the current code.

Sec. 16-21 Intent of individual districts

...

(11) Community Serving Commercial Zone District. The intent of the CSC Zone District is to combine the social capital objectives of the Town's Master Plan with the vitality objectives of the C-2 zone district to produce tailored zoning controls for four key redevelopment parcels in downtown Basalt in order to implement the results of the Our Town downtown planning process. The scale and character of development authorized in this zone district may allow buildings that are larger and more multi-faceted than areas zoned C-2 (Downtown Business) or P (Public). ~~The zone district offers certain incentives to encourage qualifying non-profit organizations to create projects that might not occur through pure free market development. These incentives include reductions in certain mitigation standards and a review process that is better tailored to non-profit applicants. The goal is to foster partnerships between non-profit organizations and private entities to address important community goals.~~

Basalt Center Partnership
1042 Main St.
Carbondale, Co. 81623
970-963-2800

May 2, 2016

Town of Basalt
Susan Philp Planning Director
101 Midland Ave.
Basalt, CO 81615

Dear Susan,

Thank you for your updates on the new zoning for the Our Town Planning Parcels which includes my property as shown as part of the "BCC Parcel".

Needless to say, a tremendous amount of planning by the Town Staff and citizens has gone into the CDC parcel and the BCC parcels starting with the "Our Town" efforts in 2014.

The "BCC Parcels" represent an opportunity for the Town and property owners to redevelop these sites into something reflective of the needs of the Town of Basalt and its citizens and will bring some vitality to downtown Basalt through the new "Community Serving Commercial" zoning goals. Part of that zoning intent is to encourage certain anchor uses such as grocery store, hotel, brewpub, community center, sports/youth center and other uses. The BCC area is an integral part of revitalizing downtown Basalt, including the accommodation and appropriate location for uses that would otherwise be inappropriate uses if were they developed alongside the Roaring Fork River and a possible future park as proposed for the CDC parcel.

One item that caught my eye, which was not included in previous drafts, was the setbacks mentioned from Two Rivers Road and the Frying Pan River. The 150 foot setback, with varying height limitations, severely limits any future development on the BCC parcels. I see it as a handicap and too restrictive. The BCC parcels are all under separate ownership

and this proposed setback requirement severely challenges an owner's flexibility in a re-development design. Other commercial properties, including the Willits Development, do not have these restrictions. And certain existing buildings in downtown Basalt do not have these limitations.

I hope you will reconsider this requirement.

Very truly yours,

Frank X. Taverna

cc: Mike Scanlon

Handed out at mtg. 5/3/16

Susan Philp

From: Chris Szczelina <chrisszczelina@aol.com>
Sent: Tuesday, May 03, 2016 4:55 PM
To: Susan Philp
Cc: Mike Scanlon
Subject: CSC zoning revisions

Susan,

I appreciate you meeting with me personally a few weeks ago to bring me up to speed with all the work that you and the P&Z committee have been doing with the new CSC zoning and thank you for continuing to keep me in the loop and trying to get my input as well since this all has such a great impact on our business and our family. After being a part of this community for twenty years now, it is nice to know that we are able to begin to work together to come up with something that would be mutually beneficial for the town and our family. My hope is that together we can create a redevelopment plan that can offer a clear path that we as small business owners can work through what seems to be an otherwise complex process. As far as our needs go, we have to first and foremost consider what would make a new hotel viable and successful. Most important in that regard, is the hotel's riverside location, the visibility to potential guests, and a sufficient enough room count to be able to operate efficiently.

After reviewing the P & Z agenda packet you forwarded onto me, I wanted to express my very real concerns with some of the language in the proposed amended CSC Zone District. There are several key restrictions that I am strongly opposed to that will have a severe impact on our property.

Firstly, in the requirements in Table 16-30-2, I am strongly opposed to the footnote #3 that states that no building shall exceed 2.5 stories or 38 ft. in height within 150 ft. of the Frying Pan River. This severely limits our options on this very crucial piece of our property and can preclude any future redevelopment of the hotel. While the Town has clearly had positive intentions in the zoning overlay work to use the BCC area as a revitalization area for downtown, the complexities of the BCC site absolutely warrant a more flexible process if redevelopment is ever going to occur. And the 150 foot setback issue simply ignores the inherent complexities of the site, and is perceived by my family as a complete deterrent to any enthusiasm and creative planning than what the underlying zoning provided, which as you know, was already a non-starter. I do not think that such wording should be included in any zoning ordinance as it would immediately prevent any exploration of many redevelopment ideas for this parcel.

Secondly, I have a concern with footnotes #4 and #5. As I understand this, four story buildings would only be allowed along the first 150 linear feet frontage of Two Rivers Road starting from the light post at the Midland Avenue intersection. This limitation would also disqualify many potential redevelopment scenarios of our property. Any limitation such as this should also not be included in this new zoning. If four stories are acceptable within that 150 feet, then why not along the whole street frontage?

In regards to the other notes:

The most efficient way for Sopris Engineering to reach me is to call me on my cell phone which is 618-5044. Then we can arrange a time to meet and do a walk through for the locations of the wells.

Also, I am sure I can meet with the members of P & Z for a site visit any time this month that works for them. Just let me know.

Thank you for taking the time to consider my perspective,

Chris Szczelina
Aspenalt Lodge