

**TOWN OF BASALT
PLANNING AND ZONING COMMISSION
REGULAR MEETING
JANUARY 19, 2016**

CALL TO ORDER

The meeting was called to order at 6:27 p.m. Commissioners answering roll call were Dylan Johns, Eric Vozick, Leana Fisher and Alternate Tracy Bennett.

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

No members of the public signed in on the sign-in sheet that was provided.

APPROVAL

Minutes of November 17, 2015

**M/S BENNETT AND VOZICK TO APPROVE THE MINUTES OF NOVEMBER 17, 2015 AS READ.
THE MOTION CARRIED BY A VOTE OF 4-0.**

AGENDA ITEMS

Public hearing for Perry Special Review Application for Unit 202, 104 Midland Avenue - for the purpose of considering an Application submitted by Robert and Lucinda Perry for Special Review for Multi-family units in the C-2 Zone District for a waiver of the required private open space, Community Priorities Scoring System Exemption, Community Housing Mitigation Exemption, waiver of Parkland fees on a Historically Designated Property, an Off-Street Parking Waiver, and a Condominium Amendment to convert Office Unit 202 at 104 Midland Avenue into a single residential unit of approximately 1,370 square feet.

Lindt began by reviewing the application, providing some background information and noting that the space was never finished after being built. Lindt added that the P&Z previously reviewed a similar request when Tim Hagman converted his office space to a residential unit (Hagman's unit is across the hall from the Perry's unit). Lindt then referred to a posted list of discussion topics as follows:

1. Community Housing Exemption
2. CPSS Exemption
3. Proposed Residential Use
4. Private Open Space
5. Parkland Fee Waivers
6. Parking

Lindt said that Staff has determined that this application meets the exemption requirements for the Community Housing and CPSS exemptions. The proposed residential use is consistent with the ideas that came out of the Our Town Planning activities to promote more residential use downtown and this proposal is similar to what has already been accomplished by Hagman. Regarding private open space, Staff believes that the deck area behind the unit is a quality amenity and meets the intent of the open space requirement. Staff does, however, anticipate impacts on parkland and has suggested a \$3,000 improvement fee instead of the full \$10,000 dedication and improvement fee. The same concept was applied to the Hagman approval. Regarding parking, Staff agrees with the applicant that there is no place to install another parking space in the building's garage so Staff has recommended that the Perrys pay a fee-in-lieu-of-parking of approximately \$3,000 which would qualify as the Perry's proportional share of the cost of an additional parking space.

Lindt noted that the applicants, Mr. and Mrs. Perry, were present and when asked if they had anything further to add, the Perrys declined to comment.

Alternate Bennett asked how the improvement fee would be used. Philp replied that parkland improvement fees are used for capital improvements.

Commissioner Fisher asked if this conversion would make the entire building residential. Lindt replied that there would be two offices remaining, in addition to the commercial use on the main floor. When the original structure received its historic landmark status and the offices were built, the parking requirements didn't take into consideration that the offices might someday be converted to residential uses. The historic landmark incentives do not require office uses to provide parking and residential parking requirements are reduced by 30% under those incentives.

Commissioner Vozick sought clarification that this application is identical to the Hagman proposal. Lindt said that it is, with the addition of the cash-in-lieu requirement for a fraction of a parking space.

Chair Johns asked if there were any historic landmark incentives that differentiated between office and residential uses. Lindt responded that the incentives were more geared toward fee waivers and some setback provisions. Staff thinks that the fee-in-lieu-of for a fraction of a parking space is appropriate through the historic incentives.

Public Hearing

The public hearing was opened at 6:38 p.m.

There were no public comments so the public hearing was closed at 6:38 p.m.

Commissioner Comments

Chair Johns said he understood the desire for the conversion but he hoped that five years down the road we weren't looking for more office space. Alternate Bennett countered that the pendulum seems to swing back and forth between residential and office space needs.

M/S VOZICK AND BENNETT TO APPROVE THE PERRY SPECIAL REVIEW APPLICATION ACCORDING STAFF'S RECOMMENDATIONS FOR APPROVAL. THE MOTION CARRIED BY A VOTE OF 4-0.

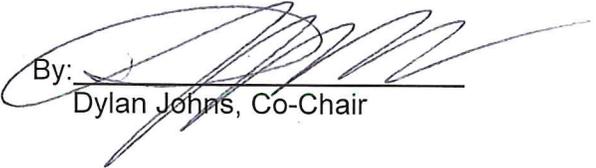
Philp noted that the Commissioners needed a motion to adjourn in order to move next door for their work session since the Town Council is meeting in this room at 7:00 p.m.

ADJOURNMENT

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

The Planning and Zoning Commission adjourned at 6:41 p.m.

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By: 
Dylan Johns, Co-Chair

Attest: 
Denise Tomaskovic, Recorder