

**TOWN OF WINTER PARK
PLANNING COMMISSION
Tuesday, March 13, 2018**

Minutes

- I. The meeting was called to order at 8:00 am.
- II. Roll Call indicated present: David Barker, Mike Davlin, George Stevens, and Doug Robbins.
- III. Town Hall Meeting – no comments were received.
- IV. Commissioner Robbins moved, and Commissioner Barker seconded a motion to approve the minutes from February 13, 2018. Motion carried: 4-0.
- V. Conflicts of Interest – no comments were received.
- VI. NEW BUSINESS:

- A. Design review – 531 & 529 Summit Place, Lots 57/ 58

Planning Technician Evans gave the staff report.

This is a duplex that has a building footprint of 3,162 square feet including a two-car garage for each unit.

The structure has not been approved by the Lakota Design Review Committee.

- Prior to building permit issuance, a letter from the HOA approving the structure shall be provided.

The materials board and elevations for the material list were presented.

Exterior lighting will be installed at each entryway including the garage doors and on the decks. The applicant states the fixtures will comply with Town guidelines and are dark sky compliant.

Building height complies with Town standards. The maximum building height overall is 46' 4 5/8" which is permitted based on the building height definition.

Adequate parking has been provided in compliance with Town standards. The design includes a two-car garage for each unit.

The landscape plan addresses revegetation of disturbed areas, which complies with Town standards.

- No site clearing shall be permitted until staff has verified the Pre-Disturbance Checklist has been implemented on the site.

- Any disturbed areas on the site shall be revegetated with an appropriate seed mix per the Single Family / Duplex Deposit Agreement.

Staff is satisfied with the overall design.

The structure is located within the platted townhome lot.

Building coverage does not apply to platted townhome lots. Coverage was calculated during the subdivision process.

A site inspection of the property has not been performed by staff.

- No site clearing shall be permitted until staff has verified the Pre-Disturbance Checklist has been implemented on the site.

The driveway has been designed with a 0% grade with a swale in the center of the drive to kick the water to either side of the building which is in compliance with Town Standards.

- A stabilized construction entrance shall be installed prior to ground disturbance.

The erosion and drainage plan complies with Town standards.

- Approved drainage and erosion control shall be in place prior to and throughout site preparation and construction and through successful revegetation.

Staff recommended the Planning Commission approve the duplex design and site plan for Lot 57/58 Lakota Park Subdivision with the following conditions:

- No site clearing shall be permitted until staff has verified the Pre-Disturbance Checklist has been implemented on the site.
- Any disturbed areas on the site shall be revegetated with an appropriate seed mix per the Single Family / Duplex Deposit Agreement.
- A stabilized construction entrance shall be installed prior to ground disturbance.
- Approved drainage and erosion control shall be in place prior to and throughout site preparation and construction and through successful revegetation.
- Prior to building permit issuance, a letter from the HOA approving the structure shall be provided.

Required Permits:

- ✓ Building Permit
- ✓ Single Family / Duplex Deposit Agreement

Commissioner Robbins moved and Commissioner Stephens seconded approval of the design review with conditions listed. Motion Carried: 4-0.

B. Design Review – Dimmit 2

Chris Jahn with Davis Urban, project manager gave a presentation of the project. This project will be leased to Winter Park Resort

Mr., Jahn showed the ridge line as if you were standing on other side of the Lions Gate Drive where a new single family is proposed; also, showed views from Trestle Drive.

Mr. Jahn discussed:

Exterior Material

- Metal will need to be rusted
- Brought in siding samples for Commission to review
- Drainage behind the exterior panels
- Colors of exterior

Parking

- Resort parking will be provided
- Going to need a parking variance

Balcony surfaces

Roof design

Interior Design

Building Height

Onsite Manger

Lighting plan is coming

Landscape plan is coming

Trash enclosure was not on the plans

There was concern about cost to taxpayers

Community Development Director Shockey concluded the discussion his with staff report.

The Dimmit II Apartment project is proposed to be constructed on Lot 2, Dimmit Subdivision Exemption, located between Lions Gate Drive and the Kings Crossing Center. The lot is approximately 1.12 acres.

The Design Review component of the proposal is guided by the Town of Winter Park Design Regulations and Guidelines. The following is a breakdown of the relevant guidelines as well as other issues drawn from the Town Code:

Guideline 1: Building facades shall be maintained at the build-to line.

- *A minimum of 50% of the frontage along the build-to line on the primary street shall be occupied by building.*
- *In Zone I, the remaining 50% of frontage along the build-to line shall be either building or one of the following beneficial uses: Pedestrian Access, Pedestrian Amenity Area, or Auto Access.*
- *Buildings are encouraged to be constructed at intersections, adhering to both the primary and secondary street build-to lines.*

Staff Comment: Due to the unique triangular site conditions and the realities of seasonal snow removal, the existing slopes and the future street widening, the site solution emphasized the response to not only the existing site conditions and future roadway plans but also the experience of the building from Main Street and the beneficial uses for the pedestrian and auto on the site. Addressing all these conditions resulted in a site plan that meets the intent of this guideline.

Guideline 2: Visibility of parking from the street shall be minimized.

Staff Comment: Due to the existing site grades the parking is screened naturally by being below the road and out of primary sightlines. The site is buffered by existing landscaping. This guideline has been met.

Guideline 3: Building siting shall be responsive to the existing site features.

Staff Comment: This guideline's intent is to minimize the amount of cuts and fills on a site. The applicant has met this guideline by taking advantage of the existing topography. The building and parking area are designed to contour with the grade. This guideline has been achieved.

Guideline 4: Provide substantial building mass at the build-to line.

- *Buildings are encouraged to be at least two stories at the build-to line.*
- *Buildings should not exceed 40' in height at the build-to line.*
- *Buildings may increase up to 55' within a bulk plane, defined by a 45 degree line cast from any point 40' above the build-to line.*

Staff Comment: This guideline was designed to address structures along Main Street and is not applicable to this project.

Guideline 5: Building mass, length, and height should be composed to provide variation, visual interest, appropriate scale and proportions.

- *Building design should provide understandable human scale.*
- *Provide variation in mass and shape, and articulate building functions (i.e. entries and interior spaces).*
- *Provide variation in the wall plane.*
- *Provide variation in roof lines and roof forms.*
- *Group elements (i.e. windows) to provide better façade composition.*

Staff Comment: Davis Urban (architects) will be at the Planning Commission meeting to discuss this guideline in greater detail. The building is designed with attention to human scale and the varied experiential aspects and approaches to the building and how various scales unfold and enrich the perception of this building. Some of those essential scales and building elements include:

- Windows, entries, and doors

- Metal panel sizes
- Control joints
- Natural patina & material variation
- Natural light and ventilation
- Nighttime illumination of the building

Specifically, the intentional organization of repeated elements, inherent variation of materials and inherent interest in the distribution of these elements activate the building in a way which animates the whole elevation / building. This distribution allows the simple roofline and massing to become the needed backdrop or canvas for the design.

The architects have focused on each element doing more to enhance the overall composition as a whole, which allows the simple and essential wall planes and roofline to avoid unnecessary ornamentation and/or decoration. This also allows the most efficient build for the project.

Guideline 6: Buildings shall be designed in a contemporary way. Building character should be responsive to Winter Park’s unique mountain setting.

Staff Comment: The design is not referential, nor imitating past styles. It is very much a contemporary design heavily influenced by its surroundings while embracing the Town. The building is rooted in the Town’s initial ideas of “livability” and the connection with the experience of being in the Town of Winter Park and its experiential qualities on the Town as a whole.

The details, scale, materials, siting and proportions all work together with the modern essential architecture to deliver a building rich in interest and character without relying on cliché ornamentation or imitation. Each move is considered and beneficial to the residents and the town (interior and exterior).

Guideline 7: Avoid building character that makes overt stylistic reference to other times and other places.

Staff Comment: This guideline has been met.

Guideline 8: Develop the first level of buildings to provide visual interest to pedestrians along pedestrian ways. Provide clear distinction between upper and lower floors.

- *The first floor façade can accommodate a variety and exuberance of expression, while upper floors should be more restrained and quiet, providing an aesthetically pleasing background.*

Staff Comment: The building operates at a variety of scales and keeps unveiling new levels of interest from different views and different distances. It is deceptively simple while unexpectedly rich and intriguing upon further examination. This guideline has been met.

Guideline 9: All retail and other public entries shall be clearly visible and accessible from the pedestrian way along the building’s primary street.

Staff Comment: The entrances are clearly visible from the parking area and adjacent areas. Guideline 9 has been met.

Guideline 10: Snow management is critical in this mountain environment. Roofs shall be designed to either hold snow, or shed snow in appropriate areas.

Staff Comment: The roof is designed to hold snow and the balconies have been designed to control drips and icicle issues. Guideline 10 has been met.

Guideline 11: Primary building materials shall be compatible and in harmony with the natural setting of Winter Park. Use of stone, wood, stucco and masonry is encouraged.

- *To insure compatibility, the use of materials, textures and colors which are found naturally occurring in the surrounding landscape is encouraged.*
- *Building façades should incorporate a variety of materials.*
- *The use of stone or masonry as a building base material, up to a height of at least 36", is encouraged.*
- *Muted colors are encouraged. Exemplary colors are available for review at the Town Hall.*

Staff Comment: The corten / weathered steel cladding offers natural variation and unique organic weathering that will allow the scale of the building to avoid feeling monotonous or repetitive. The natural patina of the material combined with the wood along the first level exterior walkways and on the ends of the building, and the cast concrete and glass stair elements provide a simple, natural, varied and durable pallet of materials.

Guideline 12: Mechanical appurtenances, service areas, storage areas, and trash receptacles shall be screened from public view.

- *Grade level screening may be accomplished by using fences, walls or landscaping.*
- *Design of screening devices should be harmonious with the forms, colors and textures of their adjacent building and site.*

Staff Comment: Any mechanical appurtenances, service areas or trash receptacles will be screened with fencing or incorporated into the building design. Guideline 12 has been met.

Guideline 13: Parking lot lighting in DC and RC zone districts of Town should be kept to a minimum.

Staff Comment: The parking lighting will be kept to a minimum. Low bollard lighting will be used in the parking lot and the majority of the site lighting will be accomplished by downlighting in the covered walkways in front of the building and with individually controlled lights at each unit balcony. Potential path lights along the north bound of the site would be by bollards. The glazing at the stair elements and lobby will also announce themselves with a warm interior glow easily highlighting the entries. A photometric plan has not been provided and is required to ensure light does not trespass onto adjacent property.

The following items should also be reviewed and discussed with the applicant:

Access to the Site

The site will be accessed from Lions Gate Drive.

Parking

Parking for the site is limited due to the unique nature of the project. The apartment building will be master leased to Winter Park Resort. They will be responsible for providing parking at the Resort for those who live in the apartment building. The applicant will need to apply for a parking variance for this project.

Landscape Plan

A landscape plan has not been provided for this project. Based on the Landscape Design Regulations and Guidelines, the LTZ for each side shall be –

Direction	Required
Building E – North	B
Building E – East	D
Building E – West	D
Building F – South	D

The Planning Commission will need to review the landscaping and it should be a condition of any approval that a landscape plan be submitted for future approval by the Commission.

Building Height

The building height is 55', the maximum height for a structure in the Town of Winter Park. The 55' height is located in the northeast corner of the site where the grade is lowest. The southern and western portion of the building is closer to 40' along Lions Gate Drive.

Building Coverage

Building coverage will need to be calculated for Lot 2 to ensure it meets the required ratio outlined in the town code.

Setbacks

The building is located 7.5' from the north and east property line. It is considerably further from the west and south property lines.

Other Reports and Studies

There are other reports required to be submitted that are currently being reviewed by staff. Prior to building permit issuance, the following reports shall be approved by staff –

- Grading and Drainage Plan
- Storm Drainage Plan
- Erosion Control Plan
- Stormwater Permit

Signage

Signage will be reviewed at a staff level.

Staff Recommendation

Staff recommended the Planning Commission discuss the following issues with the applicant:

- Building mass
- Building height
- Building coverage
- Landscape plan
- Lighting plan
- Parking

If the Commission is satisfied with the design, a motion to approve the design could be made with the following conditions required prior to building permit issuance -

- Parking for the site is reviewed and approved by the Planning Commission and Town Council.
- A landscape plan is submitted to the Planning Commission for approval.
- A photometric plan is provided with a cut-sheet for the proposed lights.
- Building coverage is confirmed in compliance with town code.
- The following reports are approved by staff
 - Grading and Drainage Plan
 - Storm Drainage Plan
 - Erosion Control Plan
 - Stormwater Permit

Commissioner Stevens moved and Commissioner Robbins seconded a motion to approve the design review with staff recommendations. Motion Carried: 4-0.

C. Master Plan Review (material sent in February 27 packet)

Community Development Director Shockey stated he was only looking for comments and recommendations from the Commission.

There will be another Public Hearing on April 11, 2018. Hope to finish final plan in July. A discussion was held about the comments received during the workshop and steering committee meetings.

STAFF UPDATE

- Roam Annexation
- Idlewild

- Lakota
- Meeting on March 27 plus a BOA

Upon a previously adopted motion, the meeting was adjourned at 9:23 a.m.