

**TOWN OF WINTER PARK
PLANNING COMMISSION
Tuesday, April 11, 2017**

Minutes

- I. The meeting was called to order at 8:00 am.
- II. Roll Call indicated present: Mike Davlin, Brad Holzwarth, Roger Kish, George Stevens, and Doug Robbins.
- III. Town Hall Meeting – no comments were received.
- IV. Commissioner Davlin moved, and Commissioner Kish seconded a motion to approve the minutes from March 28, 2017. Motion carried: 5-0.
- V. Conflicts of Interest – no comments were received.
- VI. NEW BUSINESS:

- A. Single Family Design Review – 274 Leland Creek Circle, Ferguson

Planning Technician Evans presented the staff report.

A single family home that encompasses approximately 3,588 square feet of finishable floor area including a two-car garage.

The structure needs to be approved by the Leland Creek HOA Design Review Committee.

- Prior to building permit issuance, the applicant shall provide an approval letter from the Leland Creek HOA Design Review Committee.

Exterior materials board and color rendering were presented.

A lighting plan was not included in the submittal package.

- Prior to building permit, the applicant shall provide a cut-sheet of the fixtures to ensure they are dark sky compliant.

Building height complies with Town standards. The maximum building height overall is 33' 9".

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

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 Deposit Agreement.

Staff is satisfied with the overall design, but needs a revised site plan that includes the limit of disturbance, concrete washout and snow storage coverage, including snow storage ratio.

- Prior to building permit, the applicant shall provide an updated site plan that includes, limit of disturbance, concrete washout and snow storage coverage plus snow storage ratio.

The structure is located within the required setbacks.

The total coverage is 23.4% building to open space.

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 will be constructed with 4% slope for the first 25 feet then goes to 8% grade: this is in compliance with Town standards.

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

The erosion and drainage plan needs to be submitted in compliance with Town standards.

- Approved drainage and erosion control shall be in place prior to and throughout site preparation and construction and through successful revegetation. A new site plan needs to be presented with the erosion control and drainage plan prior to building permit issuance.

Staff recommended the Planning Commission approve of the single family design review for 474 Leland Creek Circle, Lot 41 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. A new site plan needs to be presented with the drainage plan and erosion control prior to building permit issuance.
- Prior to building permit, the applicant shall provide an updated site plan that includes, limit of disturbance, concrete washout and snow storage coverage plus snow storage ratio.

- Prior to building permit issuance, the applicant shall provide an approval letter from the Leland Creek HOA Design Review Committee.
- Prior to building permit, the applicant shall provide a cut-sheet of the fixtures to ensure they are dark sky compliant.

Required Permits:

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

Discussion was held.

Commissioner Davlin moved and Commissioner Robbins seconded approval of the Single Family Design Review for 274 Leland Creek Circle with conditions listed. Motion carried: 5-0.

B. Special Use Permit – Hostel – Winter Park Chateau, LLC

Community Development Director Shockey presented the staff report.

“This proposal is to allow an upscale-boutique hostel and bar to operate at 405 Lions Gate Drive in Winter Park, Colorado.

A hostel is a short-term, budget lodging accommodation similar to a hotel, lodge, and/or bed & breakfast. Hostels have recently gained industry recognition as an alternative preferred by guests seeking greater flexibility, convenience, and social interaction than is commonly found in a traditional hotel setting by offering a comfortable, communal-based, congenial environment. Unlike the traditional hotel model, hostels provide shared rooms ranging from 2 to 10 people or more per room, often in a twin-sized, bunk-bed format.”

A Public Notice was published in the Sky Hi Daily News on March 23, 2017 and sent to adjacent property owners on March 23 providing notification of the meeting and requesting comments. The property was posted on March 27.

No comments have been received concerning this request.

The Commission shall hear all persons interested in the matter. The applicant has the burden and shall offer competent evidence in support of his application, which is sufficient to enable the Commission to consider the matter and to make findings on the subject. The applicant has the burden of presenting all necessary and relevant information and evidence in support of his application or petition.

The property is zoned DC and a hostel operation would be considered a special use per Section 7-5B-2B of the Town Code. In considering an application, the Commission shall consider:

1. The health, safety and welfare of the residents of the Town.
2. The orderly development of the property in the Town.

3. The preservation of property values.
4. The protection of the tax base
5. The effect on the neighborhood.
6. The likelihood of a nuisance being created.
7. The effect on the master plan of the Town
8. Any other matters relevant to the inquiry.

A Special Use Permit shall not be granted unless the Commission finds that:

1. The use is appropriate to the location, the lot and the neighborhood.
2. The use does not substantially change the character of the neighborhood.

The Winter Park Chateau is located on Lions Gate Drive near the Post Office. It is currently a bed and breakfast establishment with nine guest bedrooms and a private room for the residents. The property is currently for sale and the applicant would like to purchase it and turn it into a hostel. A hostel is a short-term, budget lodging accommodation similar to a hotel, lodge, and/or bed & breakfast.

The hostel would offer a variety of room types for customers to purchase. There would be a mix of dorm rooms, private sleeping rooms and co-ed rooms. A total of 54 beds is proposed for the hostel. Those 54 beds would be placed in the existing nine guest bedrooms that are located in the structure. There would also be a front desk reception area, full kitchen and bar, common space for gathering and laundry facilities. The applicant provided a very detailed packet explaining the operation of the hostel and the impact it will have on Winter Park and the adjacent neighborhood. It also details the proposed bed layout and exiting strategy.

Staff has two main concerns with the proposed operation –

Fire & Life Safety

The hostel is proposing to have 54 beds in the existing structure that was designed for 10-12 beds, and serves an existing maximum occupant load of 20-25 people which include 2 staff members. The applicant is requesting to more than double the occupant load of the structure. East Grand Fire Department provided a letter stating concerns with fire & life safety issues associated with the increase in occupant.

The original building design did not consider this proposed number of occupants. The Building Department has also expressed concerns and as required by Colorado State law, welcomes working with the design professional of record which would be retained by the applicant to determine the possible requirements and/or improvements that may be required to address code requirements.

At first blush, it appears at a minimum, a fire suppression and alarm system may be required as well as upgrading the exiting system within and from the structure.

Parking

The current parking lot has 10 spaces, nine for the guest bedrooms and one for the permanent resident. The hostel would have 54 beds, requiring 18 spaces (one space for every three beds) plus employee parking (one space). The applicant is requesting a parking variance for the additional nine spaces that are required for the following reasons:

1. The main hostel guest demographic primarily utilizes alternative transportation options such as public transportation (Amtrak, Ski Train, Greyhound, HomeJames, etc.) as well as carpooling and ridesharing.
2. Maintain air, water, wildlife, and scenic qualities of the parcel. The primary reason most residents and guests come to Winter Park is because of the natural setting and the sustainability of the natural environment. Creating more parking on site would detract from the natural environment.
3. Excess parking is available at the Town Hall parking garage. There are several accessible bus routes that run frequently between Winter Park Hostel and the Town Hall parking garage.
4. On-Street parking, which the Town is currently looking into as alternative parking options, is a potential option for overflow guests.

While the parking garage is available to guests, it has a time-limit of 72 hours for parking. The on-street parking will be located on the east side of Lions Gate Drive, which could provide parking. The only issue, is the Town does not allow overnight parking on town streets.

The Standards and Specifications for Design and Construction (the Standards) regulate parking requirements for the town. The Standards allow commercial uses to have parking in adjacent lots, if those lot are located within a certain distance of the structure. The applicant has contacted the Post Office about leasing some of their spaces and that may provide an alternative for this variance.

The Standards state that the parking requirements are the minimum, and, based on individual circumstances, may be increased or decreased at the discretion of the town. The Commission can permit a reduction in parking requirements if the reduction provides for a more efficient use of surface area with less land area devoted to parking. In considering the amount of deduction that should be permitted, the Commission shall take into account the magnitudes and times of operation of all uses proposed, availability of other public or private parking structures or areas at reasonable distances within the district, availability of remote employee parking in this or other districts where permitted, and other factors as the town deems pertinent. In the D-C districts, a payment-in-lieu of providing required parking may be accepted by the Commission. The amount shall be equal to the actual cost of providing hard-surfaced parking stalls (10' x 20'), plus access drive (10' x12'). Staff mentioned to the applicant that it may be appropriate to participate in construction of the parking lane that will be installed along Lions Gate Drive to mitigate the impact.

While staff is in support of the proposed hostel, the fire & life safety issues due to the increase in occupant load expressed by East Grand Fire and the Building Department prohibit staff from recommending approval at this time until additional information is provided, vetted and presented.

With the Fire & Building Departments working in conjunction with the design professional, collectively a solution addressing the proposed hostel fire & life safety issues would be brought back to the Commission for further discussion and consideration. Once it's determined if the structure could accommodate 54 beds and also site related issues, the Commission could determine if the use is appropriate to the neighborhood.

Staff recommended the Commission discuss the proposal and provide feedback to the applicant. We do not recommend formal approval or denial of the application until

additional information is provided by the applicant to address life-safety concerns.

Kevin Bowen, the applicant was present for questions from the Commission. He stated that he had secured long term parking for 10 vehicles in the lot north of Cooper Creek Square; this is for five years and if no issues would renew for another five years. Kevin also said that the typical users of a hostel uses public transportation. In addition, he has been in contact with an architect to address the fire and life safety issues of the building and is also working with the fire and building department. He wants to have a bed for every 175 sq ft.

The public hearing was opened.

Ron Sauer, President of Braidwood HOA stated he opposed the higher density and the parking issues. Their lot is empty a lot of the time because a majority of their units are not rented out and he feels people will be parking there. He would like to see an alcohol and drug use policy in place. He also said that he thinks Breckenridge is the closest town with this type of hostel and they only have 23 beds and the building is larger.

Harold Klausner, Past Braidwood HOA President stated he has owned for 17 years and his concerns are the number of bathrooms and the parking issue.

Major topics of discussion by the Commission:

- ✚ Long term parking
- ✚ Density
- ✚ Exiting life-safety
- ✚ Bar (if open to the public or private)
- ✚ Good lodging opportunity, the town had a hostel a long time ago behind Deno's.
- ✚ Not a use by right, all other types of lodging are, except hostels
- ✚ Alcohol and drug use

Commissioner Davlin moved and Commissioner Kish seconded to table the motion as recommended by staff until additional information is provided by the applicant. Staff shall be required to send notice to adjacent neighbors prior to the next hearing. Motion carried: 5-0.

VI. STAFF UPDATE

- Master Plan kickoff coming soon
- Next meeting April 25

Upon a previously adopted motion, the meeting was adjourned at 8:32 a.m.