



**REGULAR PLANNING COMMISSION MINUTES**  
**Tuesday, May 27, 2008**

Chairman Helen Rogers called the Regular Planning Meeting to order at 7:02 p.m.

**MEMBERS PRESENT AT ROLL CALL:**

**ROLL CALL: Plum, Bascom, Osier, Bartels, Giard, Gallagher, Rogers and Burgess**      **ABSENT: Mead**

Commissioner Bartels will be a voting member tonight.

Commissioner Osier moved to EXCUSE Commissioner Mead from the meeting Commissioner Gallagher seconded the motion. The motion CARRIED with the following vote:

**ROLL CALL: Plum, Bascom, Osier, Bartels, Giard, Gallagher, and Rogers**      **Abstained-**

**OTHERS PRESENT:**

Planning Director Matt Sturgeon, Planner Nathan Lindquist, Planner Robert Mancillio, Planning Technician Charlotte Squires, Assistant City Attorney Jim Neu, City Television Station Michael Churchill, Sally Brands, Dale Potvin, Sally Potvin, Layne Potvin, Glen Ault, Mark Gould, Bob Howard, Eric Rasmussen, Chase Mullen, Yancy Nichol, Fred Klein and Julie Whitcomb.

**APPROVAL OF APRIL 29, 2008 REGULAR PLANNING COMMISSION MEETING MINUTES**

Commissioner Plum moved to APPROVE April 29, 2008 Minutes Commissioner Bascom seconded the motion. The motion CARRIED with the following vote:

**ROLL CALL: Plum, Bascom, Osier, Bartels, Giard, Gallagher, and Rogers**      **Abstained-**

**NORTH PASTURE BLOCK 7 (WFH 2008-1)**

The Chair called up the applicant (s) Sally Brands

Public Notice not applicable

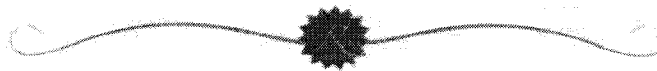
**Purpose:**

Residential units under the Workforce Housing Ordinance at East 17<sup>th</sup> Street in North Pasture; this ordinance allows some small exceptions to setbacks, and the ability to build a triplex instead of a duplex. The applicant requests that Planning Commission approve of these units.

**Commissioners Questions and Comments:**

Commissioners shared concerns about:

- Units Selling
- Owners or Realtors making a large profit from the sell.
- How will the process be monitored?



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- What if the owner no longer works in the area and still lives in the home?

*Ms. Brands* explained these properties will have the recorded documents with the title work. There will be a survey that will have to be filled out yearly and employment confirmed. It will depend on the good faith and the neighbors to ensure the conditions of the program.

**Public Comments: No Comments**

**Closing Comments: No Comments**

**Motion Made:**

Approved by - consensus of the Commissioners for the Work Force Housing project.

**14<sup>th</sup> STREET MARKET PLACE (PUD 2008-1 & SK/PRELIM 2008-1)**

*The Chair* called up the applicant (s) Dale Potvin, Sally Potvin, and Layne Potvin

*The Chair* verified public notice requirements had been met.

**Purpose:**

The applicant seeks approval for a two-story, mixed-use project consisting of 20 bottom-floor commercial units (2400 to 3600 sq. ft. each), 10 upper-floor office units, and 32 condominiums residential units. 12 of the residential units will be "lofts" on the second floor above commercial space while the other 20 units will be in four-plexes at the west end of the property.

**Staff Report:**

Recommendation:

This application combines sketch and preliminary plan requirements. Planning Commission will see the project again for approval of the Final PUD. Staff recommends that the Planning Commission approve Sketch/Preliminary PUD 2008-2 and Sketch/Preliminary Subdivision 2008-1 with the following conditions:

- Place No Parking signs along 14<sup>th</sup> Street.
- Investigate the potential for under grounding the electric lines on the property.
- Address the phasing of the project. Once the current land uses are removed from the property, the undeveloped land must be seeded and mowed so that the condition of the property remains attractive.
- Provide a traffic study to determine the access to the project allowed from Railroad Avenue.
- Submit a sign plan with the Final PUD.
- The applicant shall work with Public Works and Engineering to address all comments in a manner satisfactory to the City.
- All representations made by the applicant in submittals or in public hearings shall be considered conditions of approval.

Commissioners Questions and Comments:

- Will there be an on site property manager for the rentals to enforce the covenants.
- Agree with right off and onto Railroad Avenue.
- How much of the property is in the Flood Plain?
- The façade of the residential units needs to blend in with the commercial project more.

  
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- If there is going to be a restaurant on the site there is not enough turning radius for tractor trailers to deliver to the site. This should be addressed for final application.
- Traffic congestion on 14<sup>th</sup> and Railroad Avenue, with the extra housing and business.
- Agree the signs on the buildings should all look alike and be standard size for all units.

**Public Comments:**

Julie Witcomb asked will there be an impact on the property located north east and the creek area.

Applicant explained all construction and changes will be done on the subject property only. They have applied for a flood permit and the engineer is to work the design so there is no impact with adjacent properties.

Staff - they will need to get a flood permit to confirm there is no impact on other property.

**Closing Comments: No Comments**

**Motion Made:**

*Commissioner Bascom* moved to **RECOMMEND** to City Council to **APPROVE** 14<sup>th</sup> Street Market Place PUD Sketch / Preliminary Plan with all Staff's recommendations *Commissioner Plum* seconded the motion. The motion **CARRIED** with the following vote:

**ROLL CALL: Plum, Bascom, Osier, Bartels, Giard, Gallagher, and Rogers** **No-**

**RIFLE AIRPARK PUD (ANNEX 2008-1& PUD 2008-6)**

*The Chair* called up the applicant/representative (s) Bob Howard, Eric Rasmussen, Chase Mullen, and Yancy Nichol.

*The Chair* verified public notice requirements had been met.

**Purpose:**

Airport Land Partners and Grand River Plaza Inc. are jointly requesting the City annex lands owned by each entity and zone the subject property as a Planned Unit Development. The common name for the annexation and PUD is Rifle Airpark. The area being annexed comprises 628 acres. ALP controls 606 acres and GRP controls 22 acres.

*Mr. Howard* gave a power point presentation that showed how the concept of the project will work.

**Staff Report:**

Staff requests the Planning Commission recommend City Council approve the Rifle Airpark Annexation and Planned Unit Development Sketch Plan applications. Additionally, staff requests the P&Z recommend the following underlying zone districts for the project:

<u>PUD ZONE</u>	<u>UNDERLYING ZONING</u>
Airport – Industrial	Industrial (I)
Airport – Light Industrial	Light Industrial (LI)
Airport – Commercial	Community Service (CS)
Airport – Support	Light Industrial (LI)
Airport – Open Space	Public Use (P)

The following is a list of items staff believes needs to be included with the Preliminary PUD application. The list is not all encompassing but illustrates the expectations of the City during the next phase of the entitlement



process. Additional items will arise during the interaction between the applicants and staff as well as during additional workshops with the P&Z and City Council.

1. Vehicle and Pedestrian Circulation

- Provide detailed trail corridor locations and describe how said corridors get built during platting stages. Include recommendations for ownership and maintenance of the trail systems.
- Evaluate street cross sections to ensure compliance with recommendations of Traffic Impact Study prepared by Kimley-Horn for this development. The proposed street cross-sections appear too narrow, and there is a need to ensure proper right-of-way is acquired for future intersection improvements.
- Propose phasing and financing terms for street improvements recommended by Kimley-Horn Traffic Impact Study.
- Evaluate future connections to Mamm Creek Interchange. Details regarding timing and funding of reconstruction of roads providing access to Mamm Creek Interchange will need to be detailed if said connections are deemed warranted.
- Prior to City Council action on annexation, terms for ownership and maintenance of existing public rights-of-way shall be understood.

2. Open Space

- The Sketch PUD Document states open space will be owned and maintained by a Property Owner's Association. Draft POA documents need to be submitted with the Preliminary PUD for review by staff. Some open space may have larger community value, and this should be discussed with the Parks Department.
- Finalize parameters of Open Space Transition Zone.

3. Utilities

- The applicants are responsible for providing cable, phone, natural gas, water, and wastewater services to the subject site. A memorandum from the City Engineer (Exhibit A) describes the status of water and wastewater infrastructure and what's required to serve this area.
- While the City does not require high speed digital connections, the applicants should take the time to investigate modern technologies and consider providing the most up-to-date telecommunication options available for business operations.

4. Other Agency Requirements

- The applicants shall meet with the Fire Marshall to discuss fire protection issues (street widths, building heights and setbacks, fire flows, wild fire interface, etc). These issues shall be addressed in the Preliminary PUD Plan

5. Other Requirements

- Staff encourages energy efficient architectural design, construction, and mechanical equipment through the project. Solar collection should be contemplated in the Design Guidelines as well as energy efficient architecture and water wise landscaping. City Council may want to make this a mandatory element in the PUD standards.
- Submit the water rights portfolio for the total area to City staff for consideration in the annexation negotiations.
- Create project gateway program for entrance into Airpark from east and west on Airport Road.
- Work with staff to determine proper rear and side setback standards. The sketch plan suggests minimum setbacks of 5 feet. This setback distance may need to be increased to deal with building heights, fire access, solar access, and massing of buildings.
- All properties party to this annexation shall be part of a uniform Property Owners Association. Legal council shall work to ensure the POA has authority to ensure compliance with governing documents, and provide the City the ability to veto amendments to governing documents. The City shall also have veto power over attempts to abolish an established POA.



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- The applicants will work together to address all issues raised by Jeff Simonson in the attached memorandum

**Commissioners Questions and Comments:**

- Equipment and Storage yards cover a lot of ground, is there a list that shows what would be and would not be permitted?
- The needed water infrastructure at about half-way point to build-out the project is significant, describe the constraints.
- Want to be sure that the infrastructure keeps up with the growth.
- Keep County Road 346 open (I-70 frontage north of airport).
- Will the fire station at the airport cover this area

*Staff* explained there will be definitions in the PUD standards to describe the land use types, the developers agree, they also would like to see the land use matrix refined. The items associated with water and wastewater will be talked about in greater detail preliminary plan. The applicant understands the constraints and the need to participate in a remedy. The road below the airport and the road going east to the Mamm Creek interchange are critical to the success of this project.

**Public Comments: No Comments**

**Closing Comments: No Comments**

*Mr. Rasmussen* we will work on the details of the permitted uses; as for the water infrastructure the engineers have worked out the numbers.

*Mr. Howard* explained that it was part of the understanding when he gave the property to the fire district that they would cover this area and surrounding forest service and BLM land.

**Motion Made:**

*Commissioner Gallagher* moved to **RECOMMEND** to City Council to **APPROVE** Rifle Airpark Annexation with all Staff's recommendations; *Commissioner Osier* seconded the motion. The motion **CARRIED** with the following vote:

**ROLL CALL: Plum, Bascom, Osier, Bartels, Giard, Gallagher, and Rogers** No-

*Commissioner Osier* moved to **RECOMMEND** to City Council to **APPROVE** Rifle Airpark PUD with all Staff's recommendations and submit definitions for the land uses; *Commissioner Bartels* seconded the motion. The motion **CARRIED** with the following vote:

**ROLL CALL: Plum, Bascom, Osier, Bartels, Giard, Gallagher, and Rogers** No-

**Break 9:25 p.m. to 9:35 p.m.**

**RIFLE DOWNTOWN MASTER PLAN AMENDMENT**

*The Chair* verified public notice requirements had been met.

**Staff Report:**



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The last several years, the City has engaged in a number of ongoing projects intended to help the city respond to and embrace the changes coming to the community. As Rifle continues to grow it is vital for the community to have a central, downtown area that reflects and adds to the vitality of the city.

Staff gave a presentation explaining the uses of the Downtown Master Plan: (see the Downtown Master Plan in planning file stored with the planning department).

- Objectives for the Downtown Plan
- Downtown Vision Statement
- Recommended Uses
- Character & Design
- Thoroughfare intersections
- Third Street Extension – between West and East Avenues
- Railroad Avenue
- Highway 12 Entryway
- Downtown Gateway Intersection

**Commissioners Questions and Comments:**

Can this be on the city's web page?

*Staff* replied that getting this on line is a good idea and we will work on that.

Who owns the old bridge?

*Staff* replied the county owns the bridge and they would happily give it to us.

There would be some cost in getting access over the railroad track but certainly it looks like something that can be done and get some use of that bridge.

**Public Comments:** No Comments

**Closing Comments:** No Comments

**Motion Made:**

*Commissioner Bascom* moved to **ADOPT** Resolution 1 of 2008 Downtown Master Plan as addendum to the Rifle comprehensive Plan. *Commissioner Bartels* seconded the motion. The motion **CARRIED** with the following vote:

**ROLL CALL: Plum, Bascom, Osier, Bartels, Giard, Gallagher, and Rogers** No-

**MEMBER COMMENT AND ADJOURNMENT**

*Chairman Rogers* adjourned the meeting at 10:15 p.m.

7/29/08  
Date

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Helen Rogers, Chairman

7/29/08  
Date

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Charlotte Squires, Planning Technician



  
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