

RIDGWAY PLANNING COMMISSION

REGULAR MEETING AGENDA

Tuesday, June 29, 2021

5:30 pm

Due to COVID-19, and pursuant to the Town's Electronic Participation Policy, the meeting will be conducted both in person and via a virtual meeting portal. Members of the public may attend in person at the Community Center, located at 201 N. Railroad Street, Ridgway, Colorado 81432, or virtually using the meeting information below.

Join Zoom Meeting

<https://us02web.zoom.us/j/89912671010?pwd=NHVwdzcvOTRqNjZ2c2w1bkpXYlJqdz09>

Meeting ID: 899 1267 1010

Passcode: 380920

To call in dial: 408.638.0968 or 253.215.8782 or 669.900.6833

Written comments can be submitted before the meeting to kchristian@town.ridgway.co.us or delivered to Town Hall Attn: Planning Commission

ROLL CALL: Chairperson: Doug Canright, Commissioners: Russ Meyer, John Clark, Thomas Emilson, Bill Liske, Michelle Montague and Jennifer Nelson

PUBLIC HEARING:

1. **Application:** Temporary Use Permit; **Location:** Phillips Resubdivison, Block 34, Lots A-B; **Address:** TBD Clinton Street; **Zone:** Historic Business (HB); **Applicant:** Karl Thees **Property Owner:** Jenny Lee Phillips Revocable Funded Living Trust
2. **Application:** Preliminary Plat for Riverfront Village Planned Unit Development; **Location:** Triangle Subdivision, Lot 1; **Address:** TBD Highway 550; **Zone:** General Commercial (GC); **Applicant:** Joel Cantor, Alpine Homes Ridgway, LLC; **Owner:** Alpine Homes Ridgway, LLC
3. **Application:** Final Plat; **Location:** Parkside Subdivision, Lot 14; **Address:** TBD N. Laura Street; **Zone:** Residential (R); **Applicant:** Josh and Terese Seal; **Owner:** Joshua C. Seal

OTHER BUSINESS:

4. Review of Proposed Updates to the Landscaping Regulations

APPROVAL OF MINUTES:

5. Minutes from the meeting of May 25, 2021

ADJOURN

AGENDA ITEM #1

To: Town of Ridgway Planning Commission
Cc: Preston Neill, *Ridgway Town Manager*
From: TJ Dlubac, AICP, *Community Planning Strategies, Contracted Town Planner*
Date: June 22, 2021
Subject: Phillips Lot C Temporary Use Permit for June 29th PC Meeting

APPLICATION INFORMATION

Request: Temporary Use Permit (TUP) to allow construction staging
Legal: Block 34, Lots A & B
Address: 540 Clinton Street
General Location: South of and adjacent to Clinton Street; east of and adjacent to Cora Street
Parcel #: 430516220001 and 430516220002
Zone District: Historic Business (HB)
Current Use: Vacant
Applicant: Karl Thees
Owner: Jenny Lee

PROJECT REVIEW

BACKGROUND

The applicant seeks a Temporary Use Permit (TUP) for staging construction materials for a project starting at the end of July 2021 and lasting for approximately nine months. The construction staging area (Lot A and B) will be adjacent to the rebuilding site (Lot C and D), please see Figure 1 below. Since the building is designated as a historic structure, a demolition permit was required from the state in addition to the town's permit. These permits were secured on May 14, 2021. As of mid-June, 80% of the demolition has been completed onsite (Lot C and D). Ridgway Municipal Code provisions allow for a construction office that is incidental to construction on-site for up to nine months pursuant to RMC §7-3-18(C)(1). The owner of Lots A & B has granted permission to the applicant to use these lots for staging of materials and equipment for the remainder of the demolition and reconstruction of the building.



Figure 1 - Lot A, B, C, & D

REQUEST

This TUP request is for an off-premises construction staging area for the reconstruction of a historic building at 540 Clinton St. The permit application and site plan were submitted to the Town and are included with this report. The property and hearing have been properly noticed and posted by the Town as required by RMC §7-3-18(C)(3).

CODE REQUIREMENTS

RMC §7-3-18(C) TEMPORARY USE PERMITS

(1) The Planning Commission may issue a permit authorizing certain temporary uses of premises in a district for a use which is otherwise not allowed in such a district for the periods specified here below:

<i>Use</i>	<i>Zoning District</i>	<i>Period</i>
<i>Construction office incidental to construction on premises</i>	<i>All districts</i>	<i>9 months</i>
<i>Carnival, circus, bazaar, fairs</i>	<i>Commercial</i>	<i>1 week</i>
<i>Tent, meetings, or crusades</i>	<i>Commercial</i>	<i>2 weeks</i>

- (3) *The Planning Commission shall hold such hearings concerning the application as the circumstances merit in its opinion. Notice of any hearing shall be posted, visible from each street frontage abutting the property, for at least 10 days prior to the hearing. The permit may be granted subject to conditions appropriate to ensure that no public or private nuisance or safety hazard will be created.*

ANALYSIS

This request is reviewed pursuant to §7-3-18(C)(3), which provides that the Planning Commission shall hold a hearing concerning the application "as the circumstances merit in its opinion". The



Temporary Use Permit may be granted subject to conditions to ensure that no public or private nuisance or safety hazard is created.

LOCATION

The temporary construction staging site is proposed to be located on the two vacant parcels at the southwest corner of Clinton Street and Cora Street. The property is zoned HB Historic Business District and is surrounded by HB District properties to the north, south, east, and west. The reconstruction project, which is what this staging area is for, will be constructed directly beside the staging parcels on Lot C & D (540 Clinton St). The applicant anticipates submitting building permit application to the Town at the end of June or early July.

A depiction of the construction staging and project area can be found in the attached Site Plan for reference. Of the available locations for construction staging, this location is directly beside the project area and is close to the highway and downtown streets, which will help to minimize lengthy transport of equipment and materials. Street traffic and nearby residents will not be further impacted since there will be no street crossing from the staging area to the project site. This is desired to minimize the overall impact to the community.

PROPOSED SITE DETAILS

The applicant, Karl Thees, will be working on the project. The applicant is proposing to install a temporary fence, traffic cones, and appropriate signage, as depicted in the attached site plan. The site will be entirely fenced and will have a gate for access off of Cora Street. An encroachment permit will need to be issued by the Town for the fence and access which are located in the town's right-of-way. A solid curb ramp will be used for vehicles to access the staging site. Moveable fencing will be placed on the perimeter of the property and encroach the sidewalk in front of Lot C and D. Fencing around Lot A and B will be removed as soon as use of those lots have ended. Street parking will be closed during the day and reopen at the end of the day.

The site plan includes a dumpster for completion of demolition and construction refuse. Staging for trusses and other reconstruction materials will be placed adjacent to the building. Worker parking will be available in the existing lot behind the building (on Lot C & D). Additional work vehicles will consist of a backhoe, concrete boom truck, and lumber delivery truck at various stages during reconstruction. Construction will likely last about two months and have minimal sound and traffic impacts to nearby residents. The aim is to minimize sound and traffic impacts to nearby residents and businesses by limiting reconstruction to day-time hours.

SITE ACCESS

Access to the construction site is proposed to be obtained from Cora St to the west. The applicant is proposing to cone off one on-street parking space on Laura to allow direct access to the site via a curb ramp.

NUISANCES & SAFETY

Potential nuisances may exist with the running of equipment especially in the earlier morning and later evening hours. Active construction is planned to start July 2021. The downtown area will be impacted between now and the completion of the project.

Regarding safety, the applicant will need to ensure speeds are low, and visibility for pedestrians, vehicles, and equipment traveling on the roadway is clear from all directions. The staging area access off Cora Street appears sufficiently separated from the Clinton Street.

DURATION



The Ridgway Municipal Code provides for up to nine-months for the temporary use permit. If this project takes more than the nine-months allowed, the applicant will need to request an additional temporary use permit for the use in 2022. An application for the extension shall be submitted at minimum 30-days before the Planning Commission meeting prior to the expiration date of the TUP. By issuing the permit in July 2021, the permit would be set to expire in March of 2022. The applicant is anticipating construction for approximately two months, through September 2021.

STAFF RECOMMENDATION

Staff recommends approval of this temporary use permit with the following conditions:

- 1) Equipment shall not be idled between the hours of 7pm – 7am.
- 2) Temporary Use Permit shall expire on March 31, 2022.
- 3) Adequate signage identifying the sidewalk being closed to pedestrians and that a detour is in place to use the sidewalk on the north side of Clinton should be used by pedestrians shall be added to the site plan.
- 4) Obtain an encroachment permit from the Town for right-of-way infringement on Town sidewalks and parking spaces for construction fencing.

ATTACHMENTS

- A. Application and Support Materials





Official Use Only

Receipt # 203

Date Received: 6-15-21

Initials: KP

Planning Commission Hearing Request

General Information

Applicant Name KARL THEES Application Date JUNE 14, 2021

Mailing Address P.O. Box 1015 RIDGWAY, CO 81432

Phone Number 970-318-6489 Email THEESKARL@GMAIL.COM

Owner Name JENNY LEE PHILLIPS REVOCABLE FUNDED LIVING TRUST

Phone Number _____ Email _____

Address of Property for Hearing ~~340~~ LOTS A, B BLOCK

Zoning District _____

Brief Description of Requested Action

USE OF LOTS AS STAGING AREA FOR RECONSTRUCTION OF BUILDING 540 CLINTON, ADJACENT TO LOTS, OWNED BY DAUGHTER OF JENNY LEE PHILLIPS

Action Requested and Required Fee Payable to the Town of Ridgway

<input checked="" type="checkbox"/> Temporary Use Permit per 7-3-18(C)	\$150.00	Subdivisions per 7-4 unless noted	
<input type="checkbox"/> Conditional Use per 7-3-19	\$250.00	<input type="checkbox"/> Sketch Plan	\$300.00 (+ \$10.00/lot or unit)
<input type="checkbox"/> Change in Nonconforming Use per 7-3-20	\$150.00	<input type="checkbox"/> Preliminary Plat	\$1,500.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Variances & Appeals per 7-3-21	\$250.00	<input type="checkbox"/> Preliminary Plat resubmittal	\$750.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Rezoning per 7-3-22	\$250.00	<input type="checkbox"/> Final Plat	\$600.00
<input type="checkbox"/> Other Reviews Pursuant to 7-3-23	\$250.00	<input type="checkbox"/> Minor Subdivision	\$450.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Variance to Floodplain Reg. per 6-2	\$150.00	<input type="checkbox"/> Lot Split	\$450.00
<input type="checkbox"/> Master Sign Plan Pursuant to 7-3-117	\$150.00	<input type="checkbox"/> Replat	\$150.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Deviations from Residential Design	\$175.00	<input type="checkbox"/> Plat Amendment	\$250.00
Standards per 6-6		<input type="checkbox"/> Planned Unit Dev. per 7-3-16	See Preliminary and Final Plat
<input type="checkbox"/> Other	\$ _____	<input type="checkbox"/> Statutory Vested Rights per 7-5	\$1,500.00

Applicant and owner shall be jointly and severally responsible for legal, engineering, planning, administrative and miscellaneous fees, including recording costs, if incurred. (R.M.C. 7-3-25(B) and 7-4-12(B)). Water and sewer tap fees and development excise taxes are due at approval of final plats.



Attachments Required

For All Applications

- ☒ Evidence of ownership or written notarized consent of legal owner(s).
- ☐ Information proving compliance with applicable criteria (see the Ridgway Municipal Code for criteria), this may include a narrative, site plans, and/or architectural drawings drawn to scale.

For Conditional Uses

- ☐ The site plan shall show the location of building(s), abutting streets, all dimensions, off-street parking requirements, and landscaping.
- ☐ Architectural drawings shall include elevations and details of building(s).

For Changes in Nonconforming Use

- ☐ Description of existing non-conformity.

For Variances

- ☐ The site plan shall show the details of the variance request and existing uses within 100 ft. of property.

For Rezoning

- ☐ Legal description, current zoning, and requested zoning of property.

For Subdivisions

- ☐ All requirements established by Municipal Code Section 7-4.
- ☐ Sketch plan submittals shall be submitted at least 21 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.
- ☐ Preliminary plat submittals shall be submitted at least 30 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.
- ☐ Final plat submittals shall be submitted at least 30 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.

Please note that incomplete applications will be rejected. Contact with a Planning Commission or Town Council member regarding your application constitutes ex parte communication and could disqualify that Commissioner or Councilor from participating in your hearing. Please contact staff with any questions.

Karl Thies
Applicant Signature

June 14, 2021
Date

Jenny Lee Puelgins
Owner Signature

June 14, 2021
Date

ccount: R004916

[-Prev](#) 2 of 3 Results [Next->](#)

[Location](#)

itus Address TBD

ity Ridgway

ax Area Id 201 - 201

Parcel Number 430516220002

Legal Summary Subd: PHILLIPS RESUBDIVISION

ot: B S: 16 T: 45 R: 8

[Owner Information](#)

Owner Name JENNY LEE PHILLIPS REVOCABLE
FUNDED LIVING TRUST

Owner Address PO BOX 70
RIDGWAY, CO 81432-0070

[Assessment History](#)

Actual (2021) \$38,06

Assessed \$11,04

Tax Area: 201 Mill Levy: 58.663

Type Actual Assessed SQFT Unit

Land \$38,060 \$11,040 3836.500 0.00

[Transfers](#)

Reception Number	Sale Date	Sale Price	Doc Description
221524	09/17/2018	\$270,000	WARRANTY DEED
210249	06/27/2013	\$495,000	WARRANTY DEED
171063	11/02/1999	\$0	PLAT
167408	07/30/1998	\$127,500	PERSONAL REPRESENTATIVES DEED
	07/24/1952		TREASURER'S DEED
	02/13/1903		TREASURER'S DEED

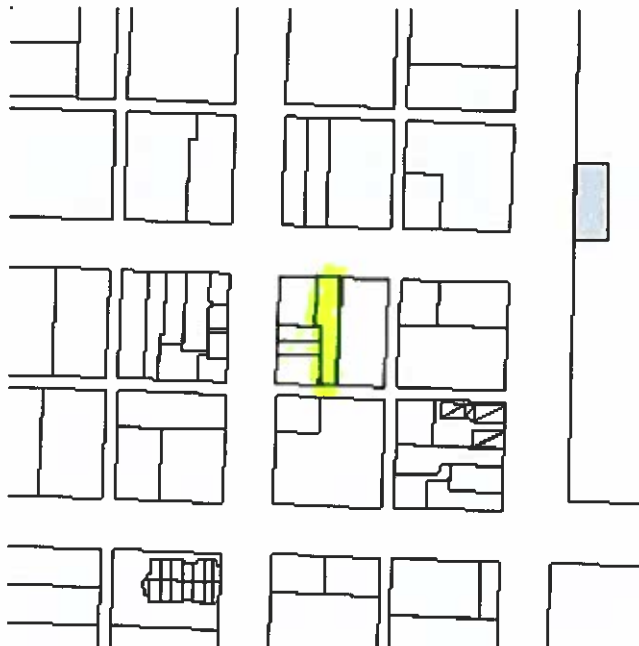
[Tax History](#)

Tax Year	Taxes
*2021	\$647.64
2020	\$652.92

Estimated

[Images](#)

- [Google Map \(May not be accurate\)](#)
- [GIS](#)



ccount: R004915

of 3 Results [Next->](#)

[Location](#)

itus Address TBD

ity Ridgway

ax Area Id 201 - 201

Parcel Number 430516220001

Legal Summary Subd: PHILLIPS RESUBDIVISION

ot: A S: 16 T: 45 R: 8

[Owner Information](#)

Owner Name JENNY LEE PHILLIPS REVOCABLE
FUNDED LIVING TRUST

Owner Address PO BOX 70
RIDGWAY, CO 81432-0070

[Assessment History](#)

Actual (2021) \$32,74

Assessed \$9,49

Tax Area: 201 Mill Levy: 58.663

Type Actual Assessed Acres SQFT Unit

Land \$32,740 \$9,490 0.076 3300.000 0.00

[Transfers](#)

Reception Number

[221524](#)

[210249](#)

[171063](#)

[167408](#)

Sale Date

[09/17/2018](#)

[06/27/2013](#)

[11/02/1999](#)

[07/30/1998](#)

[02/13/1903](#)

Sale Price

[\\$270,000](#)

[\\$495,000](#)

[\\$0](#)

[\\$127,500](#)

Doc Description

[WARRANTY DEED](#)

[WARRANTY DEED](#)

[PLAT](#)

[PERSONAL REPRESENTATIVES DEED](#)

[TREASURER'S DEED](#)

[Tax History](#)

Tax Year

Taxes

*2021

\$556.72

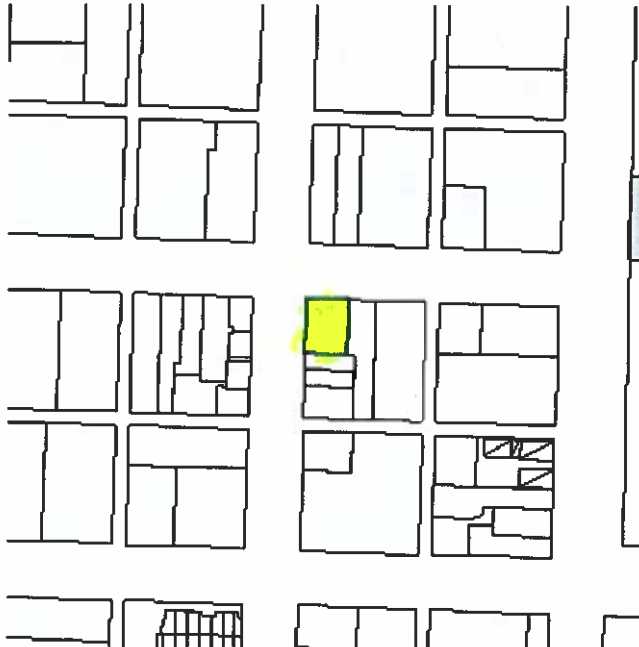
2020

\$561.40

Estimated

Images

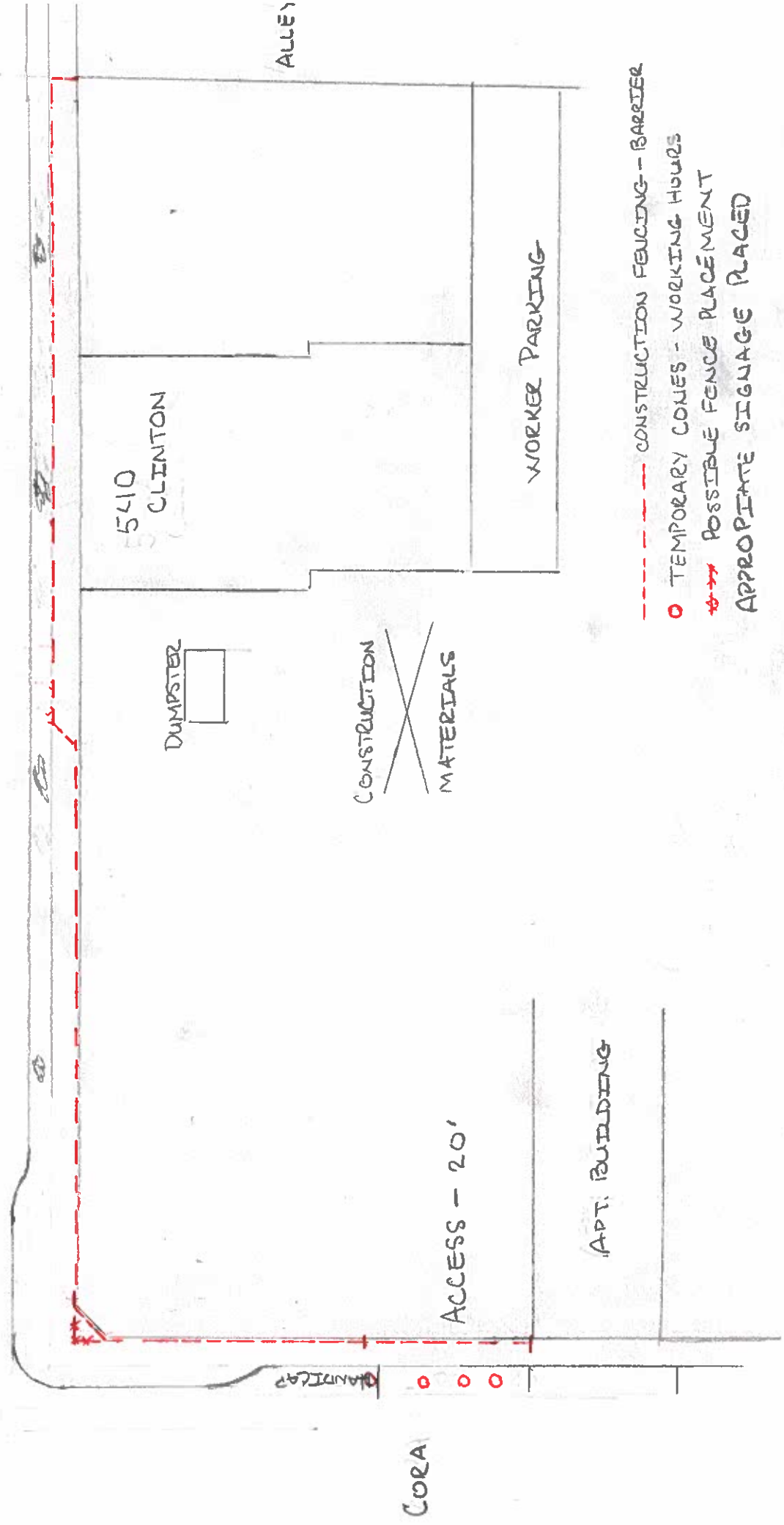
- [Google Map \(May not be accurate\)](#)
- [GIS](#)



REC'D-2021



CLINTON STREET



- CONSTRUCTION FENCING - BARRIER
- TEMPORARY CONES - WORKING HOURS
- ~~+~~ POSSIBLE FENCE PLACEMENT
- APPROPRIATE SIGNAGE PLACED

540 CLINTON DEMOLITION & CONSTRUCTION BARRIER

MAY 6, 2021

KARL THEES 970-318-6489

NOT TO SCALE

DEMO PERMITS OBTAINED FROM STATE & CITY
MAY 14

DEMO 80% COMPLETE, APPROXIMATELY

LOTS A & B - SPECIAL USE PERMIT

OWNER JENNY LEE

LOTS C & D JOB SITE

SORETTE OWNER, INITIAL NAME - PHILLIPS

JENNY LEE'S DAUGHTER

LOT USE

DUMPSTER - COMPLETION OF DEMO
CONSTRUCTION

STAGING AREA FOR CONSTRUCTION

MATERIALS - TRUSSES

WORKER PARKING S. END OF LOTS C/D

ALREADY USING - OFF STREET

VEHICLES, ~~2~~ DUMPSTER, ~~2~~ BACKHOES, CONCRETE
BOOM TRUCK, LUMBER DELIVERY

IMPACT - MINIMIZABLE, NOT MUCH TRAFFIC
TYPICAL SMALL CONSTRUCTION NOISE

- ONLY IN USE APPROXIMATELY 2 MONTHS
- ONE ENCLOSED, NO ACCESS TO INTERIOR
FOR FINISH WORK

ENCROACHMENT

ACCESS

SOLID CURB RAMP

MOVEABLE FENCING

CLOSED PARKING OPEN AT END OF DAY

SIDEWALK

FRONT OF BUILDING TO EDGE OF SIDEWALK

FENCING CAN BE MOVED AT END OF DAY

TO OPEN SIDEWALK

FENCING AROUND LOTS A & B TO BE REMOVED

AFTER USE OF LOTS ~~IS~~ ENDED

AGENDA ITEM #2

To: Town of Ridgway Planning Commission
Cc: Preston Neill, *Ridgway Town Manager*
From: TJ Dlubac, AICP, *Community Planning Strategies, Contracted Town Planner*
Date: June 23, 2021
Subject: Riverfront Village Preliminary Plat and PUD for June 29th PC Meeting

APPLICATION INFORMATION

Request: Approval of a Preliminary Plat and PUD
Legal: A portion of Lot 1 Triangle Subdivision
Address: N/A
General Location: North of SH62/Sherman Street, west of US550, and east of and adjacent to the Uncompahgre River
Parcel #: 430516215001
Zone District: GC General Commercial District
Current Use: Vacant
Applicant: Jim Kehoe, KEO studioworks
Owner: Joel Cantor, Alpine Homes – Ridgway LLC

UPDATE SINCE MAY 25TH PLANNING COMMISSION MEETING

In advance of the May 25th Planning Commission meeting, the applicant requested the Planning Commission continue the hearing on the PUD and Preliminary Plat to allow additional time to respond to and address staff review comments and questions. Since the continuance, a great deal of progress has been made in addressing outstanding items identified by staff at the April 27th Planning Commission meeting.

While progress and cooperation have occurred, both Town staff and the development team agree that additional time is needed to ensure comprehensive review of the application is complete and all elements are consistent with RMC requirements. Furthermore, due to the complexity of this project, staff feels that this project warrants its own meeting where the Planning Commission can devote adequate time to understanding and digesting the project in order to make an informed recommendation to Town Council. Therefore, staff and the development team are requesting another continuance for this application to be heard at a special meeting on or around July 13th. Similarly, the Town Council will be asked to consider calling a special meeting in late July if the outcome of the Planning Commission is a recommendation to the Town Council. By setting these special meetings, Town staff will be able to complete its review of the application while the desire of the development team to potentially obtain Town Council approval in July is still feasible. We feel this project warrants the proposed special meetings as well as the full, undivided attention of Planning Commissioners and Town Council members. In addition, staff wants to be understanding of the development timeline and diligent in making progress with the approval process.

RECOMMENDATION

On June 22nd, the development team concurred with the staff recommendation to attempt at setting a special hearing on or around July 13th. Therefore, it is staff's recommendation to the Planning Commission to continue the hearing for the PUD and Preliminary Plat to a Planning Commission Special Meeting on July 13, 2021, or another date around July 13th as determined by the Planning Commission.



AGENDA ITEM #3

To: Town of Ridgway Planning Commission
Cc: Preston Neill, *Ridgway Town Manager*
From: TJ Dlubac, AICP, *Community Planning Strategies, Contracted Town Planner*
Date: June 22, 2021
Subject: North Seal Subdivision Final Plat for June 29th PC Meeting

APPLICATION INFORMATION

Request: Approval of North Seal Subdivision creating three residential lots.
Legal: Lot 14, Parkside Subdivision
Address: N/A – N. Laura Street
General Location: North of and adjacent to N. Rail Road Avenue; west of and adjacent to N. Laura Street; and east of and adjacent to Green Street
Parcel #: 430508414014
Zone District: R Low Density Residential District
Current Use: Vacant
Applicant: Terese and Josh Seal
Owner: Terese and Josh Seal

UPDATE SINCE APRIL 27TH PLANNING COMMISSION MEETING

At the April 27th Planning Commission meeting, the commission voted to continue the hearings for the North Seal Subdivision and the associated variance request to reduce the minimum lot width. The concerns the Commission identified which informed their decision were:

1. Questioning whether or not the Final Plat was the appropriate process to follow for this request;
2. Concerns that the HOA and its members hadn't reviewed or approved the request;
3. Questioning the CC&R's and their allowance for such an amendment to the subdivision; and
4. Some Commissioners didn't see the hardship for requesting a variance since the parcel meets all standards in its current configuration.

Since this time, staff has met with the Applicant multiple times to discuss how to best address these concerns. While a resubmittal has not been submitted yet, staff anticipates that based on discussions, the applicant intends to:

1. Propose three lots that meet the minimum dimensional standards of the zone district;
2. Obtain formal approval from the HOA;
3. Provide an expanded narrative explaining how this proposal is consistent with the Parkside Subdivision plat notes and why the subdivision is necessary for the intended housing product.

Additionally, since the April 27th hearing, staff has met with the Planning Commission Chair to discuss the appropriate process through which this request would have to go through. Through that discussion, we reached an understanding, and we believe that as long as the plat notes on the original plat are retained in the amendment and the HOA approves the subdivision of Lot 14, the concerns raised by the Chair should be adequately addressed.

APPLICANT REQUEST

While the applicant has made significant progress on addressing a number of the concerns and issues identified by the Planning Commission at the April 27th meeting, the applicant has requested that the Final Plat and Variance request be continued to the July Planning Commission meeting.

Because the applicant is steadily making progress towards addressing these items and has justification for the need to continue the hearings, staff is supportive of the request to continue these hearings to the July 27, 2021, Planning Commission meeting.

To provide adequate time for staff to review the request, we would anticipate the resubmittal to be submitted no later than July 6, 2021. If the applicant has not submitted the appropriate materials by that date, the application may not be able to be put on the July meeting.

ATTACHMENTS

- A. Owner Email Requesting Continuance





TJ Dlubac <tdlubac@planstrategize.com>

Re: Letter of intent

1 message

Terese Seal <joshterese@yahoo.com>

Thu, Jun 10, 2021 at 7:22 AM

To: TJ Dlubac <tdlubac@planstrategize.com>

Cc: Preston Neill <pneill@town.ridgway.co.us>, Katie Schwarz <kschwarz@planstrategize.com>

We are going to need to go the extension route. Our surveyor took a while to change the boundary lines and we still have to get this info to Parkside and we decided we are in over our heads and hired an attorney to help us. I'm waiting for her to get caught up.

Terese

On Sunday, June 6, 2021, 7:31 PM, TJ Dlubac <tdlubac@planstrategize.com> wrote:

Hi Terese,

Continuing the hearing is certainly an option. If you want to do that, please sent me a letter explaining that you'd like to continue the hearing until July and the reasons why. This doesn't have to be in depth or too detailed, but just that you need more time to answer questions brought up in the April PC meeting or something like that. Just don't want PC thinking you have been sitting around doing nothing during this time.

If you want to proceed with the June hearing date (June 29th), you'll need to submit the application materials no later than **Friday, June 11th**.

The July meeting is going to be on July 27th. If you want to continue the hearing to this July meeting, you'll need to submit the letter of request no later than Thursday June 24th. If we don't receive the application by June 11th, we'll assume (and plan on) the project being continued to the July meeting.

If you have any questions, please don't hesitate to call. It might be a good idea for you and I to discuss your options one day this week.

Thank you!

TJ Dlubac, AICP

Principal / Owner

970.744.0623

*"Building People, Places and Community!"*

On Fri, Jun 4, 2021 at 11:31 AM Terese Seal <joshterese@yahoo.com> wrote:

Thanks for the feedback. If we aren't ready for the June meeting can we move to July?

Terese

On Thursday, June 3, 2021, 9:44 PM, TJ Dlubac <tdlubac@planstrategize.com> wrote:

Hi Terese,

Thank you for your patience as I got back to you on this request.

I reviewed the letter of intent and have some comments/thoughts in the attached document. Please note that my comments are simply my opinions and not based on any research I've done, so please don't rely on them if you feel differently. All in all, the letter of intent is very helpful in better understanding the project and your intentions. I would suggest to add two elements:

- 1) Expand your explanation of why you want to subdivide the parcel rather than having one parcel with three units. When we talked early on, I recall you insinuating that this was needed because it would allow for better financial management through the process to be able to work on one home, sell it, and finance the second home with the proceeds of the first. If I'm incorrect with this assumption, please correct me.
- 2) Somewhat related to 1) above, I think it would be helpful to add an explanation of why you're requesting the amendment to the plat note to remove the requirement of all units having to be under construction before a CO can be issued for any one unit. Based on the discussion at the April PC meeting, the commissioners will certainly want to understand why this is being requested as it was in there for a real, legit reason. Furthermore, some members of the PC had concerns that such a change to the plat note should warrant an amendment to the original plat. I have a different opinion on that and suggest that since this plat note change isn't affecting the other duplex and triplex lots, it shouldn't be done with the overall plat, but just this replat.

Also, after looking through all the information from the plat notes to the covenants, one thing is clear...the various provisions conflict with one another. (See comments in attached letter of intent). However, the plat notes, which the Town is charged with enforcing and administering, are not inconsistent with each other and as long as the HOA provides their written approval of the application and project, I think that could be sufficient information for the Planning Commission and Town Council to make an informed decision on this request. I recall you saying they have provided such approval, but we will certainly need their approval in writing.

Lastly, as we are closing in on the June PC meeting, we will need the complete updated submittal packet no later than 5pm on Wednesday, June 9th so we can provide adequate review and comments before we have to notice the meeting on June 18th.

If you have questions or want to discuss these any further, please don't hesitate to reach out.

TJ Dlubac, AICP

Principal / Owner

970.744.0623



"Building People, Places and Community!"

On Sun, May 23, 2021 at 7:44 PM Terese Seal <joshterese@yahoo.com> wrote:

Hi TJ-

Could you please have a look at this and tell me what you think?



Lot 14 n laura letter of intent

joshterese

Terese

AGENDA ITEM #4

To: Town of Ridgway Planning Commission

Cc: Preston Neill, *Ridgway Town Manager*

From: TJ Dlubac, AICP, *Community Planning Strategies, Contracted Town Planner*
Katie Schwarz, AICP, *Community Planning Strategies, Contracted Town Planner*

Date: June 23rd, 2021

Subject: Landscape Regulation Updates for June 29th PC Meeting

BACKGROUND

This is the fifth public meeting being held to discuss updating the Town's landscaping regulations. The last meeting on this topic was held to present and discuss the draft landscape regulation updates with Planning Commission, which took place on May 25th, 2021. During this meeting, several items were identified that PC felt needed to be re-evaluated before recommending approval. PC also provided written comments after the meeting. This memo identifies each item that was discussed in the meeting, along with any follow-up comments from PC and provides a summary of how the item/comment was addressed in the newly revised landscape regulation updates. These newly revised updates help to provide more flexibility in general from the existing regulations and also make the regulations clearer and more enforceable for Staff to administer. Please see below for more detailed discussion on what was updated most recently.

MAJOR UPDATES BASED ON PC MEETING (5/25) AND INDIVIDUAL PC COMMENTS

DISCUSSION ITEM #1: REPLACING THE TERM "XERISCAPE" WITH "WATER WISE".

Comment: Although xeriscaping is the industry standard, this term still seems to cause confusion with the general public thinking it means "zero"scaping. Suggested use of the term "water wise" to help clear up any confusion. Susan Carter, with CSU Extension in Grand Junction, recommended avoiding the term xeriscape as well.

Update: The term "xeriscape" has been removed from the landscape regulations and has been replaced with the term "water wise".

DISCUSSION ITEM #2: ESTABLISHING A CLEARER TRIGGER FOR WHEN A LANDSCAPE PLAN IS REQUIRED.

Comment: Code language should be clear about what triggers the need for a landscape plan submittal. Proposed language still seems to leave this open to interpretation.

Update: The regulations will be updated to be very clear about when a landscape plan needs to be submitted. Below are a couple examples of language that could be used for section 7-7-3(B), which is the applicability section. Please review and we can discuss at the meeting which language works best for this section to be able to establish clear language for when a landscape plan is required.

- 1) "All existing lots and uses, at the time of the adoption of these regulations, will be considered legal nonconforming. Any new construction or change of use will need to meet the landscaping standards of this chapter."

- 2) "The following projects shall comply with the landscaping standards set forth in this chapter:
- a. Projects which require a site plan review;
 - b. New commercial, residential, or mixed use construction;
 - c. New landscape projects with an aggregate landscape area equal to 500 square feet or greater;
 - d. Rehabilitation projects with an aggregate landscape area equal to 1,000 square feet or greater;
 - e. Change of use; or
 - f. Public rights-of-way improvements."

DISCUSSION ITEM #3: REQUIRING ALL AREAS OF LOT TO BE TREATED TO PREVENT DIRT LOTS.

Comment: Need to ensure all areas of a lot are treated with some type of landscaping, so as not to allow areas to be left as uncovered, untreated dirt. In addition, the notes defining built and non-built area need to be refined to help clarify the landscaped area lot coverage provision.

Update: Added a provision to 7-7-6(A) stating that, "All areas on a lot must be treated with landscaping or remain native." Also, defining built vs. non-built to describe lot coverage seems to have caused more confusion, so those definitions were removed. It's now clear what is considered to be "landscaped area" in 7-7-6.

DISCUSSION ITEM #4: CATEGORIZING GRASSES APPROPRIATELY.

Comment: Need further clarification on live vs. non-live landscaped area and where low water, native grasses fit into these categories.

Update: Revised 7-7-6(A)(2) to clarify what is considered to be live vs. non-live groundcover. Then, updated 7-7-7(B), which is the section that talks about shrubs, to state that decorative grasses are to be counted as shrubs. Also updated 7-7-7(D), which discusses turf, to state that "Native, non-irrigated grass (such as prairie grasses) may be used in areas of low use, low visibility areas." With these revisions, it is now clear where different types of grasses apply within the landscaping requirements.

DISCUSSION ITEM #5: CLARIFYING INTENT AND INTERPRETATION OF LANDSCAPE AREA BEING VIEWABLE IN FRONT YARD.

Comment: Unclear what the intent of this provision is and what is considered "viewable from adjacent rights-of-way".

Update: Seems the intent of this provision is to prevent people from putting all the required landscaping in the backyard and requiring that the front yard (which is typically viewable from the street) be landscaped. To clear things up, this provision was updated to remove the term "adjacent rights-of-way" and simply state "front yard". The definition of front yard will be included with these code updates to help in administering where the front yard is on a lot. The minimum required landscape area in the front yard was also reduced from 50% to 25% to allow more flexibility in 7-7-6(A)(3).

DISCUSSION ITEM #6: REDUCING MINIMUM # OF TREES AND SHRUBS IN LANDSCAPING REQUIREMENTS TABLE.

Comment: The minimum number of trees and shrubs seems excessive when trying to achieve an update that focuses on water conservation.



Update: Agreed that these minimums are too high, and scenarios definitely show this. So the landscaping requirements table has been updated to decrease the minimum number of trees and shrubs required for all residential uses. The shrub requirement was also decreased for all non-residential uses, but because the minimum number of trees was already reduced in the previous draft, that number did not change. The table in 7-7-6 was also updated to include a footnote that states that, "four shrubs can be counted for one required tree" which may help to alleviate cost constraints while also providing flexibility.

DISCUSSION ITEM #7: ALLOWING EXISTING TREES TO COUNT TOWARDS THE REQUIRED LANDSCAPING.

Comment: Need to incentivize keeping existing trees that are in good health.

Update: Clarified the regulations to state who makes the determination about what is considered "good health". Also updated the regulations to say that one existing tree in good health may count as 1 ½ trees towards the minimum tree requirement, which should help to incentivize keeping existing trees. This will also help to reduce water usage since lots of irrigation is required to establish new trees.

DISCUSSION ITEM #8: ALLOWING ARTIFICIAL TURF AND INCREASING PERCENTAGE OF HIGH-WATER TURF ALLOWED.

Comment: Concern about prohibiting artificial turf. PC feels it can be done appropriately and that it should be allowed for flexibility.

Update: Removed provision about prohibiting artificial turf and doubled the amount of high-water turf, such as Kentucky Blue Grass, that can be allowed. Kept statement about recommending high-water turf that can be used in areas of high use, and native grasses to be used in areas of low use, to encourage more water wise options for the required landscaped area.

DISCUSSION ITEM #9: REMOVING STREET TREE REQUIREMENT FOR RESIDENTIAL USES.

Comment: Concern about requiring street trees for residential properties. PC feels it's only appropriate to require street trees for non-residential properties.

Update: Revised regulations to state that only non-residential uses are required to establish street trees.

DISCUSSION ITEM #10: UPDATING SPECIES LIST.

Comment: Need to ensure the list included in the current code is accurate and up-to-date.

Update: Had a discussion with Tyler Shultz, with Telluride Arborist. It sounds like there was a recommended planting list or species list that was developed a few years ago. While Tyler wasn't intimately involved, he said he may be able to find this list to be able to share with me so that we can compare to what's in the existing species list and where updates may be necessary.

DISCUSSION ITEM #11: SCENARIOS.

Comment: Would be helpful to update scenarios to see how the regulations would look in real-time.

Update: We have developed new scenarios that cover several different lots and zoning districts that we will walk through in detail during the meeting. The scenarios are attached as Exhibit C.



DISCUSSION TOPICS

The following are questions we have of PC to better understand how we can best draft the appropriate scope of landscape regulations to meet the Town's desired outcomes. We hope to use these questions to initiate discussion.

- 1) What does flexibility mean to you and what do you see in the current table that is not flexible?
- 2) Does the landscaping requirements table make sense to you and does it provide the flexibility you're looking for? If not, what is it that needs to be fixed?
- 3) Do you feel this achieves the goal of being more water conscientious?
- 4) Does the reduction of trees and shrubs seem more appropriate? *This will be discussed more with scenarios in the presentation.*
- 5) There was a comment about the 1-acre limit. To clarify, is this something PC feels needs to be limited to ½ acre instead of 1-acre? Or does the maximum 1-acre lot limit seem appropriate?

CPS RECOMMENDATION

Staff recommends that the Planning Commission recommend approval to the Town Council for the proposed landscape regulations updates as they are presented in this Staff Report. Below is a list of options available to the Planning Commission to consider after tonight's presentation and discussion.

- 1) Recommend approval of the landscape regulation updates as presented in this Staff Report.
- 2) Recommend approval with conditions.
- 3) Continue this item for further discussion at a future Planning Commission hearing to discuss any issues or concerns.

ATTACHMENTS

- 1) **Exhibit A:** Landscape Regulation Updates *[Clean]*
- 2) **Exhibit B:** Landscape Regulation Updates *[Track Changes]*
- 3) **Exhibit C:** Scenarios



EXHIBIT A

Landscape Regulation Updates *[Clean]*

RIDGWAY MUNICIPAL CODE

Title 7

CHAPTER 7

Landscape Regulations

7-7-1 **INTENT**

- (A) This purpose of this Section is to provide clear landscaping requirements that will contribute to high quality development and sustainable, water-saving practices. Landscaping is an important element of the character of the Town of Ridgway that is both functional and aesthetic and the Town's top objective is to prioritize low-water use and regionally appropriate design for materials and vegetation. These landscaping regulations will endeavor to achieve the following:
- (1) Preserve and enhance a well-maintained landscape that preserves the overall quality and character of the community.
 - (2) Conserve water resources.
 - (3) Provide visual buffers and screening.
 - (4) Provide separation between pedestrian and vehicular uses.
 - (5) Mitigate adverse effects of drainage and weeds.
 - (6) Allow residents creativity and flexibility and landscape design.
- (B) Drought-tolerant, water-wise plants are to be used whenever possible and appropriate. Water wise is a term used throughout this chapter to describe the method of planting which works to promote water conservation by minimizing the amount of native vegetation removed, limiting new vegetation to native and drought tolerant species, limiting the amount and type of irrigation, and other related measures to conserve water and create a native landscape.
- (C) Landscaping should be used to promote the visual aesthetic of the development from main travel corridors, as well as the pedestrian experience within, through shade trees, plantings, context-appropriate public art and seating. Buffers and medians facilitate drainage during storm events and provide valuable areas for snow storage during the winter. Landscaping that is sustainable, visually appealing, and regionally appropriate is required for all new development.

7-7-2 **DEFINITIONS**

All terms defined in Section 7-3-2, Definitions, shall apply to the words and phrases used in this Chapter.

7-7-3 APPLICABILITY

- (A) This chapter establishes minimum landscaping standards which apply to all residential and non-residential properties within the Town of Ridgway.
- (B) All building permit applications for new construction, major exterior work on a structure or landscape improvements on any existing property shall meet the landscaping standards of this chapter.
- (C) A building permit for new construction or landscape improvements shall not be issued until a conforming Landscape Plan is approved by the Town. A permanent Certificate of Occupancy will not be issued until the Town determines that the landscaping contemplated by the approved plan has been properly installed. A temporary Certificate of Occupancy may be issued if completion of landscaping improvements is delayed by winter weather.
- (D) All standards and policies adopted within the Town of Ridgway Water Conservation and Management Plan, Master Plan, and Commercial Design Guidelines should be implemented with the landscape regulations of this chapter.

7-7-4 SITE AND LANDSCAPE PLAN DEVELOPMENT

(A) Landscape Plan Requirements

- (1) A landscape plan, as set forth in this Section, shall be required for all new homes or new development and any major remodel projects and shall be included with the plans submitted to the Town for approval.
- (2) The landscape plan shall be drawn to scale of 1 inch = 40 feet, or larger, and may be included on the Site Plan. The landscape plan shall include the following information:
 - i. Property lines and dimensions;
 - ii. Building footprint, driveways, and vehicle circulation;
 - iii. Existing and finished grade;
 - iv. North arrow and scale;
 - v. Name of applicant and landscape consultant or architect (*if applicable*);
 - vi. Legend indicating all proposed plant materials with common and botanical names, indication of drought tolerant plants, sizes, maximum spacing, caliper size, and quantities;
 - vii. Method of establishing and maintaining plant materials;
 - viii. Surface drainage characteristics and any proposed structures, including, but not limited to, inlets, retention/detention ponds, swales, permeable surfaces, down spouts;
 - ix. Location of all plant material, other natural features, including but not limited to wetlands, water bodies, rock outcroppings, detention areas, retaining walls, and buildings and paved areas (*existing and proposed*);
 - x. Plantings should be shown as they would be at full maturity;

- xi. Identification and percentage of ground surfaces and materials by types, such as paving, sod, mulch, edger, seed mixes, shrubs, and flower beds;
- xii. Clearly labeled locations and calculations for amounts of required landscaping, including the square footage and percentage of required landscape area, living materials, and non-living materials as well as required and provided number of trees, drought tolerant plantings, and any required landscaping, including islands and trees, within parking areas;
- xiii. Identify any existing trees, shrubs, or live groundcover that will remain on the property and how they will be protected from damage during construction;
- xiv. The location and square footage of all areas;
- xv. Identify construction debris storage and staging areas; and
- xvi. Additional information as may be required by the Town.

7-7-5 WATER CONSERVATION

- (A) Water conservation planting: All landscaping should be designed to incorporate water conservation materials and techniques through application of water wise landscape principles. In general, water wise landscaping and drip irrigation are required while large irrigated areas requiring spray heads are strongly discouraged.
- (B) Regionally appropriate: All landscaping should be regionally appropriate and materials shall be suitable for local soil conditions and climate. To help guide plant selection, a list of recommended and prohibited species is included in Section 7-7-11, Species List.

7-7-6 LANDSCAPING REQUIRED

- (A) Purpose: The purpose of this section is to establish minimum landscaping requirements for residential, non-residential and mixed uses.
 - (1) All areas on a lot must be treated with landscaping or remain native.
 - (2) Landscaped area may include a combination of trees, shrubs, groundcovers (live and non-live), decorative landscape stone or rock, or other landscaping material that does not conflict with other provisions of this Chapter.
 - i. Live ground cover is considered to be material such as native grasses wildflowers, turf and planting beds.
 - ii. Non-live ground cover is considered to be material such as bark mulch, flagstone, rock, gravel, artificial turf or the like.
 - (3) The minimum live and non-live ground cover percentages, as seen in the landscaping requirements table, count as part of the overall minimum landscaped area, not in addition to.
- (B) At least 25% of the required landscape area shall be provided in the front yard of the property. The landscaping requirements table below demonstrates the required landscape area for all parcels in all zoning districts.

Landscaping Requirements					
Zoning District	Min. Required Landscaped Area ²	Min % of Required Landscaped Area Live Ground Cover	Min % of Required Landscaped Area Non-Live Ground Cover	Min. # of Trees for Required Landscaped Area ³	Min. # of Shrubs for Required Landscaped Area ⁴
Residential Uses					
R	50%	20%	30%	1 for every 3,000sqft	2 for every 3,000sqft
HR	40%	20%	20%	1 for every 3,000sqft	2 for every 3,000sqft
MR	30%	20%	20%	1 for every 3,000sqft	2 for every 3,000sqft
FD ¹	50%	20%	30%	1 for every 3,000sqft	2 for every 3,000sqft
DS	50%	20%	30%	1 for every 3,000sqft	2 for every 3,000sqft
Non-Residential or Mixed Uses					
HB	See 7-7-6(C) Below				
GC	30%	10%	20%	1 for every 3,000sqft	2 for every 3,500sqft
I-1	30%	5%	15%	1 for every 3,500sqft	2 for every 4,000sqft
I-2	30%	5%	15%	1 for every 3,500sqft	2 for every 4,000sqft

¹ See Section 7-7-9(B) for exemptions for uses that are non-residential in the FD zoning district.

² For all residential uses that are single-family and duplex dwellings, only one acre of area shall be used to calculate the minimum required landscape area.

³ The minimum number of trees are a sum total of all required trees. Any additional tree requirements (such as street trees) shall be counted as part of this minimum number of required trees.

⁴ Four shrubs can be counted for one required tree. A minimum of one tree is always required per lot.

(C) Historic Business (HB) District: This district is intended to provide for zero lot lines and full lot coverage. Therefore, there is no minimum required landscaped area as defined in this chapter. However, the following shall apply:

- (1) Right-of-way landscaping shall be required pursuant to Section 7-7-9.
- (2) If a parking lot is provided on-site, parking lot landscaping shall be required pursuant to Section 7-7-8.

- (3) Required landscaped area for properties zoned HB is required for any area not used for a building or parking lot.

7-7-7 GENERAL LANDSCAPE STANDARDS

- (A) Trees: Trees shall have a minimum caliper of 1 ½ inches for deciduous trees and a 5 foot minimum height for evergreens. In the case of fractional requirements for the number of trees, the number required shall be rounded up to the next whole number. Existing trees that are in good health, as determined by the Town Manager, shall be counted as 1 ½ trees for the minimum tree requirement.
- (B) Shrubs: Shrubs shall be a minimum 5 gallon size. Decorative grasses are to be counted as shrubs. In the case of fractional requirements for the number of shrubs, the number required shall be rounded up to the next whole number.
- (C) Groundcover: Area can be made up of vegetative materials, organic or inorganic mulch, flowerbeds, or other acceptable landscape material. Groundcover must be adequate to ensure that dust cannot blow from the property and that the soil is stabilized to ensure that erosion is kept to a minimum, it must also remain free of noxious weeds as defined as Ouray County Weed Manager.
- (D) Turf: No more than 2500 square feet or 20% of the required landscaped area, whichever is less, can be high water turf. High water turf (such as Kentucky Blue Grass) should only be used in areas of high use. Native, non-irrigated grass (such as prairie grasses) may be used in area of low use, low visibility areas.
- (E) Species Diversity: To prevent uniformity and insect or disease susceptibility, species diversity is required, and extensive monocultures of trees are prohibited. Species diversity does not apply to existing trees. The following requirements shall be met:

Number of required trees on site	Maximum percentage of any one species
1-5	No diversity
6-19	33%
20 or more	25%

- (F) Irrigation: To ensure best practices for water conservation, all new landscaping shall comply with the following irrigation standards:
- (1) Irrigation should be limited to between the hours of 6:00 P.M. and 9:00 A.M.
 - (2) All irrigation systems shall be automatic and have moisture sensors installed.
 - (3) Where possible, non-potable irrigation systems should be used to irrigate landscape.
- (G) Screening and Buffering:
- (1) Screening and landscape buffers soften the less desirable impacts of development and can provide a certain element of safety in commercial areas where significant pedestrian interactions are more likely to occur. Buffers should be constructed to mitigate the view,

light pollution (including light trespass and glare), noise, heat, and odor impacts of vehicles, pavement, and higher intensity uses, and other potential negative effects of development.

- (2) Buffering shall be provided when a non-residential use is adjacent to a residential use. It shall be the responsibility of the non-residential use to provide the adequate buffer from the residential use in a manner consistent with these regulations. The buffer should include a mix of trees, fencing, landscape berms, and other materials appropriate to mitigate visual, audible, and other impact the non-residential use may have on the residences.
 - (3) Mechanical Equipment: Ground mounted or rooftop equipment, shall be screened from public rights-of-way on all sides to its full height. Ground level mechanical equipment shall be screened with landscaping, berms, fences, or architectural walls. Rooftop units shall be screened with materials and colors to match the building.
 - (4) Storage Areas: All open storage areas shall be screened from public rights-of-way and adjacent property by use of landscaping, berms, fencing, or a combination of landscaping and other structural elements to a height of 6 feet.
 - (5) Fencing can be used as a method for screening and buffering, provided the fencing meets the requirements of Chapter 6-4.
 - (6) Additional landscape screening above the minimum requirements of this Section may be required when it is determined by the Town Manager, Town Manager's designee, Planning and Zoning Commission, or Town Council to be in the best interest of the affected properties.
- (H) Sight Triangles: All plant material, walls, fences, berms and/or structures shall not exceed 24 inches in height when located on any corner within a triangular area formed by the curb lines and a line connecting them at points 15 feet from the intersection of the curb lines.
- (I) Existing Plantings: Existing trees, shrubs, and live groundcover that are in good health should be retained and not destroyed during the construction process. The health of the trees shall be determined by the Town Manager. These plants will be counted towards the required landscaping.
- (J) Revegetation: Development activities should only disturb, clear, or grade the area necessary for construction. All areas disturbed by grading or construction, not being formally landscaped, shall be revegetated with native seeding and/or other approved plant materials in a method acceptable to the Town.
- (K) Slopes: Removal of existing vegetation, including ground cover and trees, is strongly discouraged on slopes greater than 30%. Development on slopes greater than 15% shall maintain the maximum vegetative cover possible to protect soils, prevent land slippage, and retain wildlife habitat and open space resources. A minimum of 50% of vegetation on slopes greater than 15% shall not be disturbed during development.

7-7-8 PARKING LOT LANDSCAPE STANDARDS

- (A) Islands or Rain Gardens: A landscape island and/or rain garden shall be provided in parking lots along the ends of the parking rows. Islands for parking lots in residential uses shall be used to

separate rows of 6 or more parking spaces and shall include a minimum of one tree. For non-residential uses, islands shall be used to separate rows of 12 or more parking spaces and shall include a minimum of 2 trees. Islands shall be a minimum of 6 feet wide and as long as the adjacent parking space(s).

- (B) Trees shall be incorporated with parking lot design as to provide parking lot shading.
- (C) Catchment areas: Landscaped or grassed catchments areas and similar designs should be used for managing, controlling and filtering parking lot and site drainage and should be included as part of an overall site drainage plan.

7-7-9 **RIGHT-OF-WAY LANDSCAPE STANDARDS**

- (A) Street trees: A landscape area shall be established along the public right-of-way for all non-residential uses and shall be a minimum of 5 feet wide. Such trees shall be placed in the center of the landscape area, not within the site triangle, and 20 feet away from any streetlight. A minimum of one tree per 50 linear feet of right-of-way is required. Street trees shall have a minimum caliper of 2 ½ inches for deciduous trees and a 6 foot minimum height for evergreens.

7-7-10 **EXCEPTIONS OR DEVIATIONS**

- (A) Affordable Housing: Landscaping requirements for affordable housing projects may be reduced, based on the determination of the Town Manager. Whenever possible, deviations from these standards for the purpose of preserving affordable housing or deed restricted housing should be identified and provided for in the appropriate document establishing the affordability and/or deed restricted provisions for the projects.
- (B) Non-Residential Uses on Properties Zoned FD: If the proposed use in the FD zone district is intended to be permanent, these landscape standards shall apply. If, however, an existing use is intended to be redeveloped, the Town Manager may waive these requirements until such time the property redevelops. Such decision is the sole discretion of the Town Manager.
- (C) High-Water Turf: High-water turf, such as Kentucky Blue Grass, may be allowed in areas of high-water use such as drainages, swales, or downspout locations.
- (D) Administrative approval for deviations from a required standard: Deviations from the landscape requirements for up to 10% may be considered for administrative approval by the Town. To request a deviation, a letter explaining the unique situation or hardship preventing the project from meeting the minimum landscape requirements shall be submitted to the Town Clerk and will be at the sole discretion of the Town Manager for approval.

7-7-11 **SPECIES LIST**

- (A) Preferred Species: A list of recommended species for use in Colorado is available from the Ouray Country Weed Manager and the Colorado State University Extension Service. The lists are not all inclusive but do recommend a variety of plants known to do well in our region of Colorado. In general, plants that are not recognized as hardy or suited to the local climate should be kept to a minimum. Water wise, drought-tolerant plants are to be used whenever possible and appropriate and regionally appropriate species are preferred.

(B) Prohibited Species

- (1) Siberian elm and Chinese elm (Ulmus); Cottonwoods that bear cotton (Populus); Purple Loosestrife (Lythrum slaicaria); Russian Olive (Elaeagnus angustifolia) are prohibited.
- (2) The Town Manager is authorized to prohibit additional species with similar nuisance properties.

7-7-12 INSTALLATION STANDARDS

- (A) Living materials shall be adequately watered and maintained to become established. Once established watering requirements should be minimized.
- (B) Trees should also be installed in such a way that they will not infringe on solar access, views from the adjoining properties, or block a sight distance triangle.
- (C) Easements shall remain clear of all obstacles which may prevent such easement from operating within its intended purpose.
- (1) Retaining walls are prohibited from being located in any established easement.
 - (2) Trees may only be permitted in utility easements upon written approval of the easement holder.

7-7-13 MAINTENANCE REQUIREMENTS

- (A) Following completion of the landscaping, the owner or occupant of the property shall maintain it in good condition thereafter. Failure to so maintain the landscaping is unlawful and is hereby declared to create a nuisance.
- (B) Where approved trees, shrubs, or other landscaping materials die or are removed, it shall be the responsibility of the property owner to replace them with materials of a comparable nature and size to those originally approved. This continuing obligation shall continue until the property is redeveloped at which time the redeveloper shall comply with the requirements of this Chapter as they apply to the proposed development at that time.

7-7-14 ENFORCEMENT

- (A) Any violation of this Chapter shall be a violation of the Ridgway Municipal Code and shall be enforced pursuant to Chapter 2 Section 4, Administrative Enforcement of the Ridgway Municipal Code.

EXHIBIT B

Landscape Regulation Updates *[Track Changes]*

RIDGWAY MUNICIPAL CODE

Title 7

CHAPTER 7

Landscape Regulations

7-7-1 INTENT

(A) This purpose of this Section is to provide clear landscaping requirements that will contribute to high quality development and sustainable, water-saving practices. Landscaping is an important element of the character of the Town of Ridgway that is both functional and aesthetic and the Town's top objective is to prioritize low-water use and regionally appropriate design for materials and vegetation. These landscaping regulations will endeavor to achieve the following: *[Existing language used from RMC 6-1-11(G)]*

- (1) Preserve and enhance a well-maintained landscape that preserves the overall quality and character of the community. *[RMC 6-1-11(G)]*
- (2) Conserve water resources. *[RMC 6-1-11(G)]*
- (3) Provide visual buffers and screening. *[RMC 6-1-11(G)]*
- (4) Provide separation between pedestrian and vehicular uses. *[RMC 6-1-11(G)]*

(5) Mitigate adverse effects of drainage and weeds. *[RMC 6-1-11(G)]*

(6) **Allow residents creativity and flexibility and landscape design.**

(B) Drought-tolerant, water-wise plants are to be used whenever possible and appropriate. **Water wise** is a term used throughout this chapter to describe the method of planting which works to promote water conservation by minimizing the amount of native vegetation removed, limiting new vegetation to native and drought tolerant species, limiting the amount and type of irrigation, and other related measures to conserve water and create a native landscape. *[RMC 6-1-11(G)]*

(C) Landscaping should be used to promote the visual aesthetic of the development from main travel corridors, as well as the pedestrian experience within, through shade trees, plantings, context-appropriate public art and seating. Buffers and medians facilitate drainage during storm events and provide valuable areas for snow storage during the winter. Landscaping that is sustainable, visually appealing, and regionally appropriate is required for all new development. *[RMC 6-1-11(G)]*

7-7-2 DEFINITIONS

All terms defined in Section 7-3-2, Definitions, shall apply to the words and phrases used in this Chapter.

7-7-3 APPLICABILITY

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Commented [KS1]: Group discussion.

Commented [KS2R1]: CPS: PC felt it was important to state that people have freedom in creativity.

Deleted: Xeriscaping

Commented [KS3]: John Clark.

Commented [KS4R3]: CPS: Replaced xeriscaping with water wise throughout this new chapter.

- (A) This chapter establishes minimum landscaping standards which apply to all residential and non-residential properties within the Town of Ridgway.
- (B) All building permit applications for new construction, major exterior work on a structure **remodels**, or landscape improvements on any existing property shall meet the landscaping standards of this chapter. *[RMC 6-1-11(A)]*
- (C) A building permit for new construction or landscape improvements shall not be issued until a conforming Landscape Plan is approved by the Town. A permanent Certificate of Occupancy will not be issued until the Town determines that the landscaping contemplated by the approved plan has been properly installed. A temporary Certificate of Occupancy may be issued if completion of landscaping improvements is delayed by winter weather. *[RMC 6-1-11(D) and (E)]*
- (D) All standards and policies adopted within the Town of Ridgway Water Conservation and Management Plan, Master Plan, and Commercial Design Guidelines should be implemented with the landscape regulations of this chapter.

7-7-4 SITE AND LANDSCAPE PLAN DEVELOPMENT

(A) Landscape Plan Requirements

- (1) A landscape plan, as set forth in this Section, shall be required for all new homes or new development and any major remodel projects and shall be included with the plans submitted to the Town for approval.
- (2) The landscape plan shall be drawn to scale of 1 inch = 40 feet, or larger, and may be included on the Site Plan. The landscape plan shall include the following information:
[RMC 6-1-11(A)(1)]
 - i. Property lines and dimensions;
 - ii. Building footprint, driveways, and vehicle circulation; *[RMC 6-1-11(A)(2)]*
 - iii. Existing and finished grade;
 - iv. North arrow and scale;
 - v. Name of applicant and landscape consultant or architect (*if applicable*);
 - vi. Legend indicating all proposed plant materials with common and botanical names, indication of drought tolerant plants, sizes, maximum spacing, caliper size, and quantities;
 - vii. Method of **establishing and maintaining plant materials**;
 - viii. Surface drainage characteristics and any proposed structures, including, but not limited to, inlets, retention/detention ponds, swales, permeable surfaces, down spouts; *[RMC 6-1-11(A)(3)]*
 - ix. Location of all plant material, other natural features, including but not limited to wetlands, water bodies, rock outcroppings, detention areas, retaining walls, and buildings and paved areas (*existing and proposed*);
 - x. Plantings should be shown as they would be at full maturity;

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- xi. Identification and percentage of ground surfaces and materials by types, such as paving, sod, mulch, edger, seed mixes, shrubs, and flower beds;
- xii. Clearly labeled locations and calculations for amounts of required landscaping, including the square footage and percentage of required landscape area, living materials, and non-living materials as well as required and provided number of trees, drought tolerant plantings, and any required landscaping, including islands and trees, within parking areas;
- xiii. Identify any existing trees, shrubs, or live groundcover that will remain on the property and how they will be protected from damage during construction;
- xiv. The location and square footage of all areas;
- xv. Identify construction debris storage and staging areas; and
- xvi. Additional information as may be required by the Town.

7-7-5 WATER CONSERVATION

- (A) Water conservation planting: All landscaping should be designed to incorporate water conservation materials and techniques through application of **water wise** landscape principles. In general, **water wise** landscaping and drip irrigation are required while large irrigated areas requiring spray heads are strongly discouraged. [RMC 6-1-11(C)(2)]
- (B) Regionally appropriate: All landscaping should be regionally appropriate and materials shall be suitable for local soil conditions and climate. To help guide plant selection, a list of recommended and prohibited species is included in Section 7-7-11, Species List.

7-7-6 LANDSCAPING REQUIRED

- (A) Purpose: The purpose of this section is to establish minimum landscaping requirements for residential, non-residential **and mixed** uses.

- (1) **All areas on a lot must be treated with landscaping or remain native.**
- (2) **Landscaped area may include** a combination of trees, shrubs, groundcovers (**live and non-live**), decorative landscape stone or rock, or other landscaping material that does not conflict with other provisions of this Chapter.
 - i. Live ground cover is considered to be material such as **native grasses**, wildflowers, **turf** and planting beds.
 - ii. Non-live ground cover is considered to be material such as **bark mulch**, flagstone, rock, gravel, **artificial turf** or the like.
- (3) The minimum live and non-live ground cover percentages, as seen in the landscaping requirements table, count as part of the overall minimum landscaped area, not in addition to.

- (B) **At least 25% of the required landscape area shall be provided in the front yard of the property.** The landscaping requirements table below demonstrates the required landscape area for all parcels in all zoning districts.

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Commented [KS9]: Group discussion.

Commented [KS10R9]: CPS: Included provision to disallow people from just having dirt lots.

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Commented [KS14R13]: CPS: Moved to the front and updated to say bark mulch to help encourage this as a non-live groundcover option as it promotes better water conservation.

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Commented [KS15]: Group discussion.

Commented [KS16R15]: CPS: Updated to minimize front yard landscaping requirement and changed wording to "front setback area" to help clarify what this means.

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Landscaping Requirements					
Zoning District	Min. Required Landscaped Area ²	Min % of Required Landscaped Area Live Ground Cover	Min % of Required Landscaped Area Non-Live Ground Cover	Min. # of Trees for Required Landscaped Area ³ [RMC 6-1-11(A)(2)]	Min. # of Shrubs for Required Landscaped Area ⁴ [RMC 6-6-4(G)]
Residential Uses					
R	50%	20%	30%	1 for every 3,000 sqft	2 for every 3,000 sqft
HR	40%	20%	20%	1 for every 3,000 sqft	2 for every 3,000 sqft
MR	30%	20%	20%	1 for every 3,000 sqft	2 for every 3,000 sqft
FD ¹	50%	20%	30%	1 for every 3,000 sqft	2 for every 3,000 sqft
DS	50%	20%	30%	1 for every 3,000 sqft	2 for every 3,000 sqft
Non-Residential or Mixed Uses					
HB	See 7-7-6(C) Below				
GC	30%	10%	20%	1 for every 3,000sqft	2 for every 3,500 sqft
I-1	30%	5%	15%	1 for every 3,500sqft	2 for every 4,000 sqft
I-2	30%	5%	15%	1 for every 3,500sqft	2 for every 4,000 sqft

¹ See Section 7-7-9(B) for exemptions for uses that are non-residential in the FD zoning district.

² For all residential uses that are single-family and duplex dwellings, only one acre of area shall be used to calculate the minimum required landscape area.

³ The minimum number of trees are a sum total of all required trees. Any additional tree requirements (such as street trees) shall be counted as part of this minimum number of required trees.

⁴ Four shrubs can be counted for one required tree. A minimum of one tree is always required per lot.

(C) Historic Business (HB) District: This district is intended to provide for zero lot lines and full lot coverage. Therefore, there is no minimum required landscaped area as defined in this chapter. However, the following shall apply: [RMC 6-1-11(A)(2) and 6-6-4(G)(1)]

(1) Right-of-way landscaping shall be required pursuant to Section 7-7-9.

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Commented [KS18R17]: CPS: Agree. Revised to

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Commented [KS21]: Group Discussion.

Commented [KS22R21]: CPS: We heard that intent

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(2) If a parking lot is provided on-site, parking lot landscaping shall be required pursuant to Section 7-7-8.

(3) Required landscaped area for properties zoned HB is required for any area not used for a building or parking lot.

7-7-7 GENERAL LANDSCAPE STANDARDS

(B) Trees: Trees shall have a minimum caliper of 1 ½ inches for deciduous trees and a 5 foot minimum height for evergreens. In the case of fractional requirements for the number of trees, the number required shall be rounded up to the next whole number. Existing trees that are in good health, as determined by the Town Manager, shall be counted as 1 ½ trees for the minimum tree requirement. [RMC 6-1-11(A)(2) and 6-6-4(G)(1) and ((4)]

(C) Shrubs: Shrubs shall be a minimum 5 gallon size. Decorative grasses are to be counted as shrubs. In the case of fractional requirements for the number of shrubs, the number required shall be rounded up to the next whole number. [RMC 6-6-4(G)(3) and (4)]

(D) Groundcover: Area can be made up of vegetative materials, organic or inorganic mulch, flowerbeds, or other acceptable landscape material. Groundcover must be adequate to ensure that dust cannot blow from the property and that the soil is stabilized to ensure that erosion is kept to a minimum. it must also remain free of noxious weeds as defined as Ouray County Weed Manager. [RMC 6-1-11(B)(1) and 6-6-4(G)(5)]

(E) Turf: No more than 2500 square feet or 20% of the required landscaped area, whichever is less, can be high water turf. High water turf (such as Kentucky Blue Grass) should only be used in areas of high use. Native, non-irrigated grass (such as prairie grasses) may be used in area of low use, low visibility areas.

(F) Species Diversity: To prevent uniformity and insect or disease susceptibility, species diversity is required, and extensive monocultures of trees are prohibited. Species diversity does not apply to existing trees. The following requirements shall be met:

Number of required trees on site	Maximum percentage of any one species
1-5	No diversity
6-19	33%
20 or more	25%

(G) Irrigation: To ensure best practices for water conservation, all new landscaping shall comply with the following irrigation standards:

- (1) Irrigation should be limited to between the hours of 6:00 P.M. and 9:00 A.M.
- (2) All irrigation systems shall be automatic and have moisture sensors installed.
- (3) Where possible, non-potable irrigation systems should be used to irrigate landscape.

(H) Screening and Buffering:

Commented [KS23]: Group discussion.

Commented [KS24R23]: CPS: Will incentive keeping existing, good trees. Lots of irrigation is required to establish trees, so this is a way to reduce water use.

Commented [KS25]: Group discussion.

Commented [KS26R25]: CPS: Revised to help clarify that decorative grasses are counted as shrubs, whereas native, low water grasses are considered live groundcover.

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Commented [KS27]: Group discussion.

Commented [KS28R27]: CPS: Revised to account for noxious weeds.

Commented [KS29]: Group discussion.

Commented [KS30R29]: CPS: Revised to increase amount of high water turf allowed.

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Commented [KS31]: Russ Meyer.

Commented [KS32R31]: CPS: This type of thing is likely too minute to enforce after-the-fact, but it will be reviewed at the time of building permit review. Like many other regulations, enforcement after a permit is issued (or before a permit is required) will be complaint-driven or when a site inspection or other building permit review identifies incompliance.

Commented [KS34R33]: CPS: Removed as PC agrees artificial turf is okay.

Deleted: Artificial turf is only permitted for recreational uses such as sports fields.

Commented [KS35]: Russ Meyer.

Commented [KS36R35]: CPS: Revised to state that "where possible" non-potable irrigation should be used, but doesn't require it outright so think it makes sense to keep it in.

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- (1) Screening and landscape buffers soften the less desirable impacts of development and can provide a certain element of safety in commercial areas where significant pedestrian interactions are more likely to occur. Buffers should be constructed to mitigate the view, light pollution (including light trespass and glare), noise, heat, and odor impacts of vehicles, pavement, and higher intensity uses, and other potential negative effects of development. *[Commercial Design Guidelines Section I(e) and II(e)]*
- (2) Buffering shall be provided when a non-residential use is adjacent to a residential use. It shall be the responsibility of the non-residential use to provide the adequate buffer from the residential use in a manner consistent with these regulations. The buffer should include a mix of trees, fencing, landscape berms, and other materials appropriate to mitigate visual, audible, and other impact the non-residential use may have on the residences.
- (3) Mechanical Equipment: Ground mounted or rooftop equipment, shall be screened from public rights-of-way on all sides to its full height. Ground level mechanical equipment shall be screened with landscaping, berms, fences, or architectural walls. Rooftop units shall be screened with materials and colors to match the building. *[RMC 6-6-4(E)(2)]*
- (4) Storage Areas: All open storage areas shall be screened from public rights-of-way and adjacent property by use of landscaping, berms, fencing, or a combination of landscaping and other structural elements to a height of 6 feet.
- (5) Fencing can be used as a method for screening and buffering, provided the fencing meets the requirements of Chapter 6-4.
- (6) Additional landscape screening above the minimum requirements of this Section may be required when it is determined by the Town Manager, Town Manager's designee, Planning and Zoning Commission, or Town Council to be in the best interest of the affected properties.
- (I) Sight Triangles: All plant material, walls, fences, berms and/or structures shall not exceed 24 inches in height when located on any corner within a triangular area formed by the curb lines and a line connecting them at points 15 feet from the intersection of the curb lines.
- (J) Existing Plantings: Existing trees, shrubs, and live groundcover that are in good health should be retained and not destroyed during the construction process. *[The health of the trees shall be determined by the Town Manager.]* These plants will be counted towards the required landscaping. *[RMC 6-1-11(C)(1)]*
- (K) Revegetation: Development activities should only disturb, clear, or grade the area necessary for construction. All areas disturbed by grading or construction, not being formally landscaped, shall be revegetated with native seeding and/or other approved plant materials in a method acceptable to the Town.
- (L) Slopes: Removal of existing vegetation, including ground cover and trees, is strongly discouraged on slopes greater than 30%. Development on slopes greater than 15% shall maintain the maximum vegetative cover possible to protect soils, prevent land slippage, and retain wildlife habitat and open space resources. A minimum of 50% of vegetation on slopes greater than 15% shall not be disturbed during development.

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Non-built area: Non-built area shall mean any area on a property that is not developed, but does not include paved surfaces such as driveways, parking, sidewalks, alleys, or walkways. ¶

7-7-8 PARKING LOT LANDSCAPE STANDARDS

- (A) Islands or Rain Gardens: A landscape island and/or rain garden shall be provided in parking lots along the ends of the parking rows. Islands for parking lots in residential uses shall be used to separate rows of 6 or more parking spaces and shall include a minimum of one tree. For non-residential uses, islands shall be used to separate rows of 12 or more parking spaces and shall include a minimum of 2 trees. Islands shall be a minimum of 6 feet wide and as long as the adjacent parking space(s).
- (B) Trees shall be incorporated with parking lot design as to provide parking lot shading. *[Commercial Design Guidelines Section II(b)(8)]*
- (C) Catchment areas: Landscaped or grassed catchments areas and similar designs should be used for managing, controlling and filtering parking lot and site drainage and should be included as part of an overall site drainage plan. *[Commercial Design Guidelines Section II(b)(9)]*

7-7-9 RIGHT-OF-WAY LANDSCAPE STANDARDS

- (A) Street trees: A landscape area shall be established along the public right-of-way **for all non-residential uses** and shall be a minimum of 5 feet wide. Such trees shall be placed in the center of the landscape area, not within the site triangle, and 20 feet away from any streetlight. A minimum of one tree per 50 linear feet of right-of-way is required. Street trees shall have a minimum caliper of 2 ½ inches for deciduous trees and a 6 foot minimum height for evergreens.

7-7-10 EXCEPTIONS OR DEVIATIONS

- (A) Affordable Housing: Landscaping requirements for affordable housing projects may be reduced, based on the determination of the Town Manager. Whenever possible, deviations from these standards for the purpose of preserving affordable housing or deed restricted housing should be identified and provided for in the appropriate document establishing the affordability and/or deed restricted provisions for the projects.
- (B) Non-Residential Uses on Properties Zoned FD: If the proposed use in the FD zone district is intended to be permanent, these landscape standards shall apply. If, however, an existing use is intended to be redeveloped, the Town Manager may waive these requirements until such time the property redevelops. Such decision is the sole discretion of the Town Manager.
- (C) High-Water Turf: High-water turf, such as Kentucky Blue Grass, may be allowed in areas of high-water use such as drainages, swales, or downspout locations.
- (D) Administrative approval for deviations from a required standard: Deviations from the landscape requirements for up to 10% may be considered for administrative approval by the Town. To request a deviation, a letter explaining the unique situation or hardship preventing the project from meeting the minimum landscape requirements shall be submitted to the Town Clerk and will be at the sole discretion of the Town Manager for approval.

7-7-11 SPECIES LIST

- (A) Preferred Species: A list of recommended species for use in Colorado is available from the Ouray Country Weed Manager and the Colorado State University Extension Service. The lists are not all

Moved up [1]: <#>Historic Business (HB) District: This district is intended to provide for zero lot lines and full lot coverage. Therefore, there is no minimum required landscaped area as defined in this chapter. However, the following shall apply: *[RMC 6-1-11(A)(2) and 6-6-4(G)(1)]*¶
Right-of-way landscaping shall be required pursuant to Section 7-7-9.¶
If a parking lot is provided on-site, parking lot landscaping shall be required pursuant to Section 7-7-8.¶
Required landscaped area for properties zoned HB is required for any area not used for a building or parking lot.¶

inclusive but do recommend a variety of plants known to do well in our region of Colorado. In general, plants that are not recognized as hardy or suited to the local climate should be kept to a minimum. **Water wise**, drought-tolerant plants are to be used whenever possible and appropriate and regionally appropriate species are preferred. [RMC 6-1-11(G)]

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(B) Prohibited Species

- (1) Siberian elm and Chinese elm (Ulmus); Cottonwoods that bear cotton (Populus); Purple Loosestrife (Lythrum slaicaria); Russian Olive (Elaeagnus angustifolia) are prohibited. [RMC 6-1-11(C)(3)]
- (2) The Town Manager is authorized to prohibit additional species with similar nuisance properties. [RMC 6-1-11(C)(4)]

7-7-12 INSTALLATION STANDARDS

- (A) Living materials shall be adequately watered and maintained to become established. Once established watering requirements should be minimized.
- (B) Trees should also be installed in such a way that they will not infringe on solar access, views from the adjoining properties, or block a sight distance triangle. [RMC 6-1-11(B)(2)]
- (C) Easements shall remain clear of all obstacles which may prevent such easement from operating within its intended purpose.
 - (1) Retaining walls are prohibited from being located in any established easement.
 - (2) Trees may only be permitted in utility easements upon written approval of the easement holder.

7-7-13 MAINTENANCE REQUIREMENTS

- (A) Following completion of the landscaping, the owner or occupant of the property shall maintain it in good condition thereafter. Failure to so maintain the landscaping is unlawful and is hereby declared to create a nuisance. [RMC 6-1-11(F)]
- (B) Where approved trees, shrubs, or other landscaping materials die or are removed, it shall be the responsibility of the property owner to replace them with materials of a comparable nature and size to those originally approved. This continuing obligation shall continue until the property is redeveloped at which time the redeveloper shall comply with the requirements of this Chapter as they apply to the proposed development at that time.

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7-7-14 ENFORCEMENT

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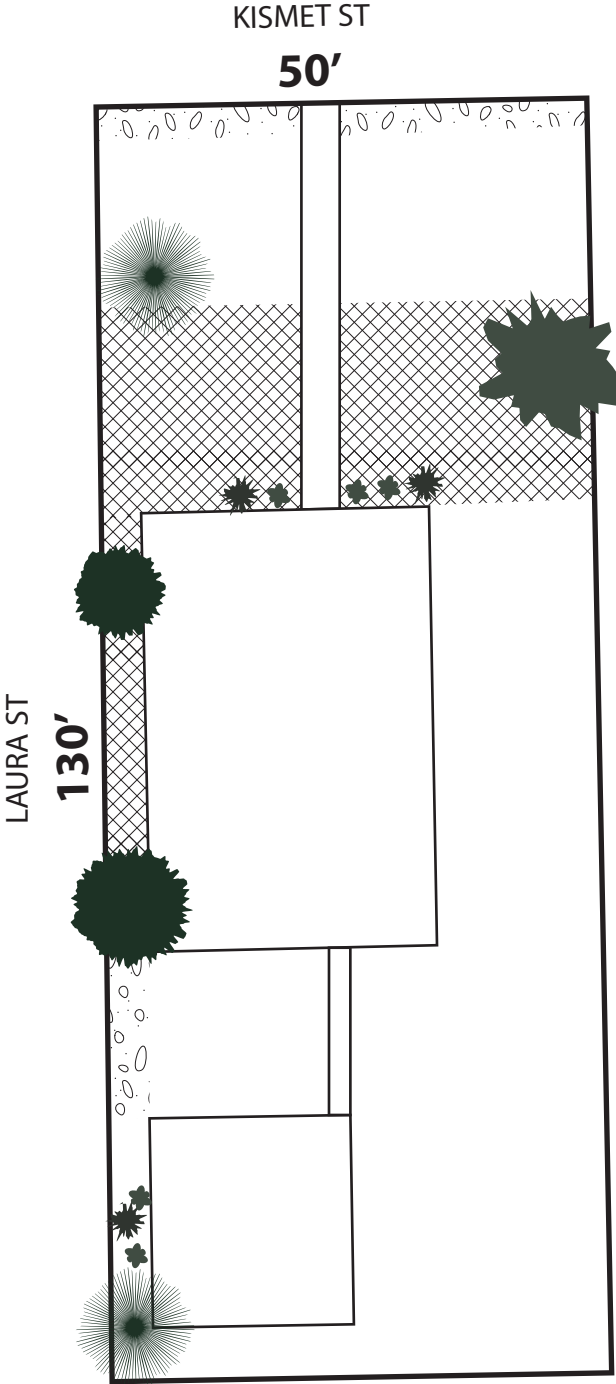
- (A) Any violation of this Chapter shall be a violation of the Ridgway Municipal Code and shall be enforced pursuant to Chapter 2 Section 4, Administrative Enforcement of the Ridgway Municipal Code.

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Scenario #1a (Existing Regulations)

"R" Zoning Designation
6,500sqft / Corner Lot

CATEGORY		CODE REQUIREMENT	CALCULATION
Min. # of Trees	=	1 per 2,000sqft of gross lot area	4
Min. # Trees in Front Yard	=	1 for each 25' of front street	2
Min. # of Trees on Street Side Yard (for corner lots)	=	1 for each 50' of side street	3
Min. # Shrubs in Front Yard	=	1 for each 10' of front street	5
Min. # of Shrubs on Street Side Yard	=	1 for each 50' of side street	3
Min. Front Yard Groundcover	=	50%	675sqft
Min. Side Yard Groundcover	=	50%	383sqft
Max. Front Yard Stone or Rock Cover	=	10% of front street area	135sqft
Max. Side Yard Stone or Rock Cover	=	10% of side street area	77sqft



LEGEND

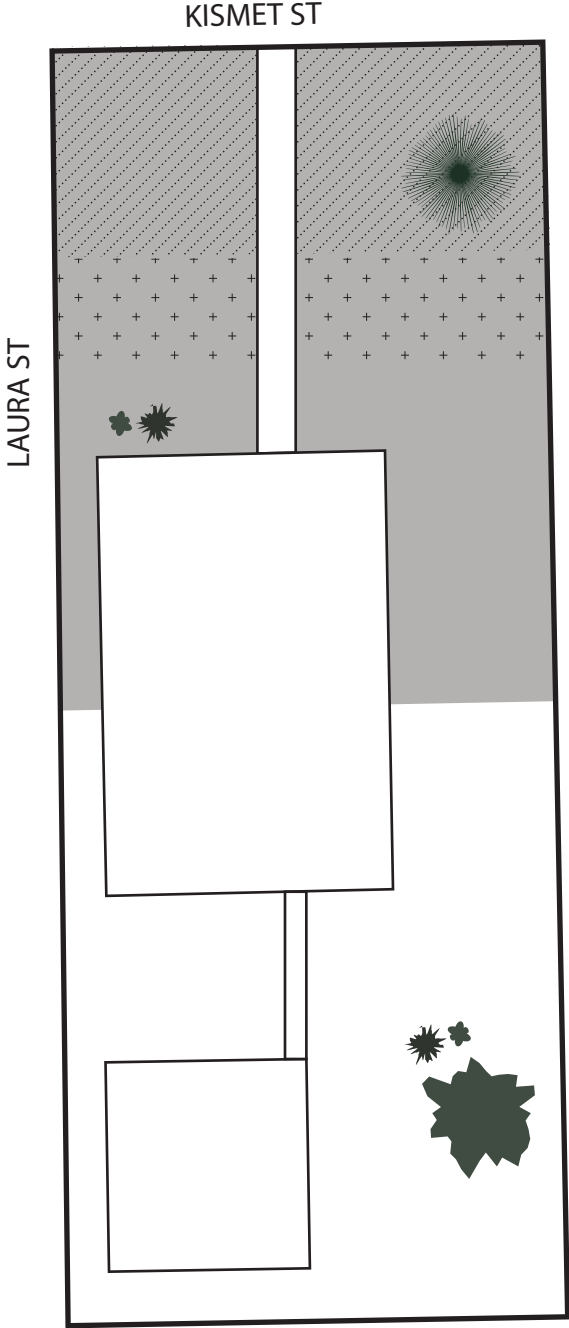
- Groundcover = 
- Rock Cover = 
- Not part of minimum required area = 

Scenario #1b ((Proposed Regulations)

"R" Zoning Designation

6,500sqft / Corner Lot

CATEGORY	CODE REQUIREMENT	CALCULATION
Max. Lot Coverage	50%	3,250sqft
Min. Landscaped Area	50%	3,250sqft
Min. Live Groundcover	20%	650sqft
Min. Non-live Groundcover	30%	975sqft
Min. # of trees	1 per 3,000sqft	2
Min. # of shrubs	2 per 3,000sqft	4



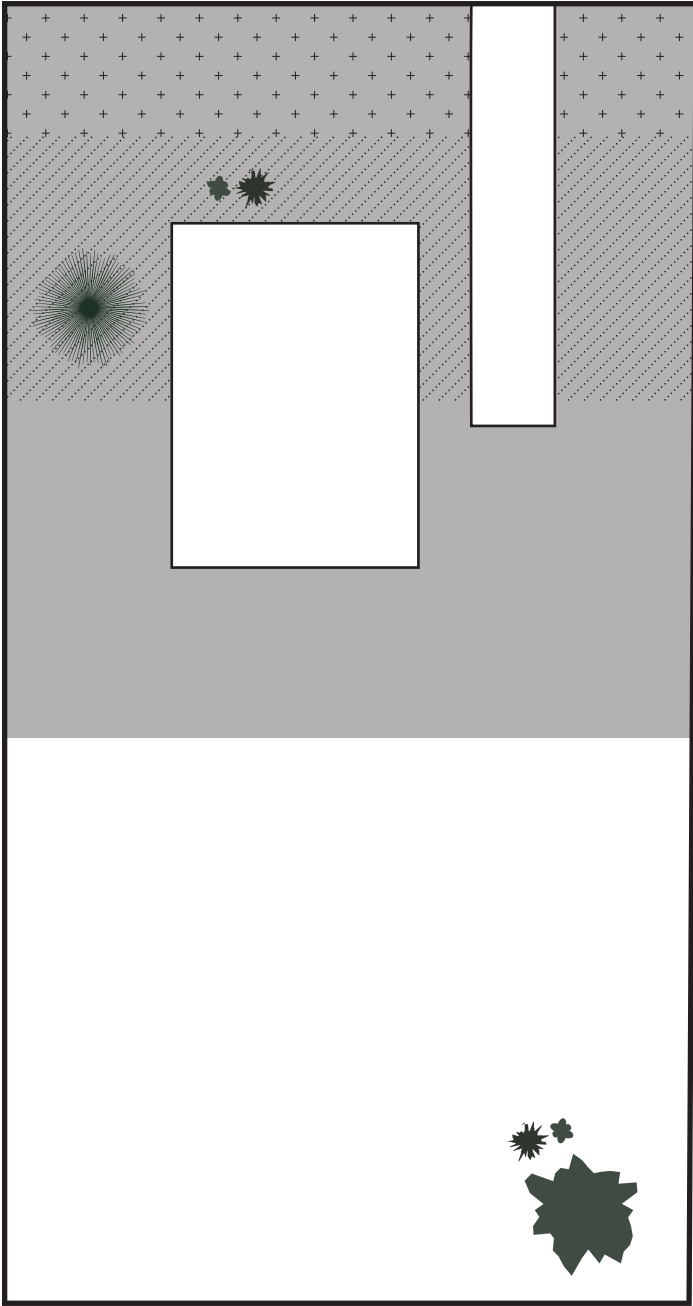
LEGEND

- Minimum Landscaped Area = [Solid Grey Box]
- Min. Live Groundcover = [Patterned Grey Box]
- Min. Non-live Groundcover = [Patterned Grey Box]
- Lot Coverage Minus Min. Landscaped Area = [Empty Box]

Scenario #2

“HR” Zoning Designation
10,650sqft

CATEGORY	CODE REQUIREMENT	CALCULATION
Max. Lot Coverage	= 50%	5,325sqft
Min. Landscaped Area	= 50%	5,325sqft
Min. Live Groundcover	= 20%	1,065sqft
Min. Non-live Groundcover	= 30%	1,598sqft
Min. # of trees	= 1 per 3,000sqft	2
Min. # of shrubs	= 2 per 3,000sqft	4



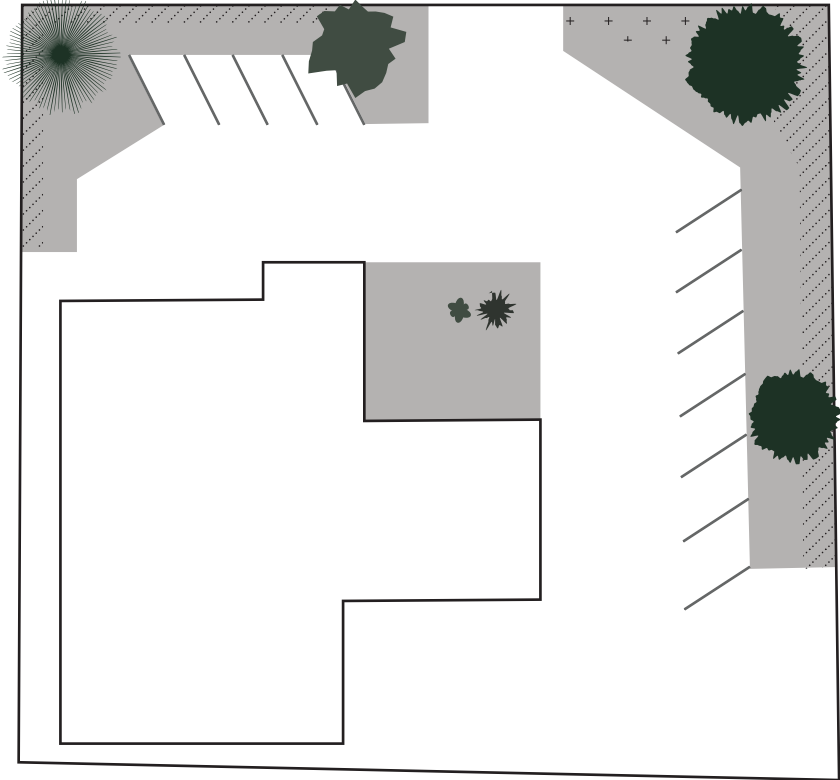
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- Minimum Landscaped Area = [diagonal hatching]
- Min. Live Groundcover = [cross-hatching]
- Min. Non-live Groundcover = [dotted pattern]
- Lot Coverage Minus Min. Landscaped Area = [white box]

Scenario #3

"GC" Zoning Designation
4,456sqft

CATEGORY	CODE REQUIREMENT	CALCULATION
Max. Lot Coverage	= 70%	= 3,119sqft
Min. Landscaped Area	= 30%	= 1,336sqft
Min. Live Groundcover	= 10%	= 134sqft
Min. Non-live Groundcover	= 20%	= 267sqft
Min. # of trees	= 1 per 3,000sqft	= 1
Min. # of shrubs	= 2 per 3,500sqft	= 2
Parking Lot Landscape Island Trees	= 2 trees per island	= 4



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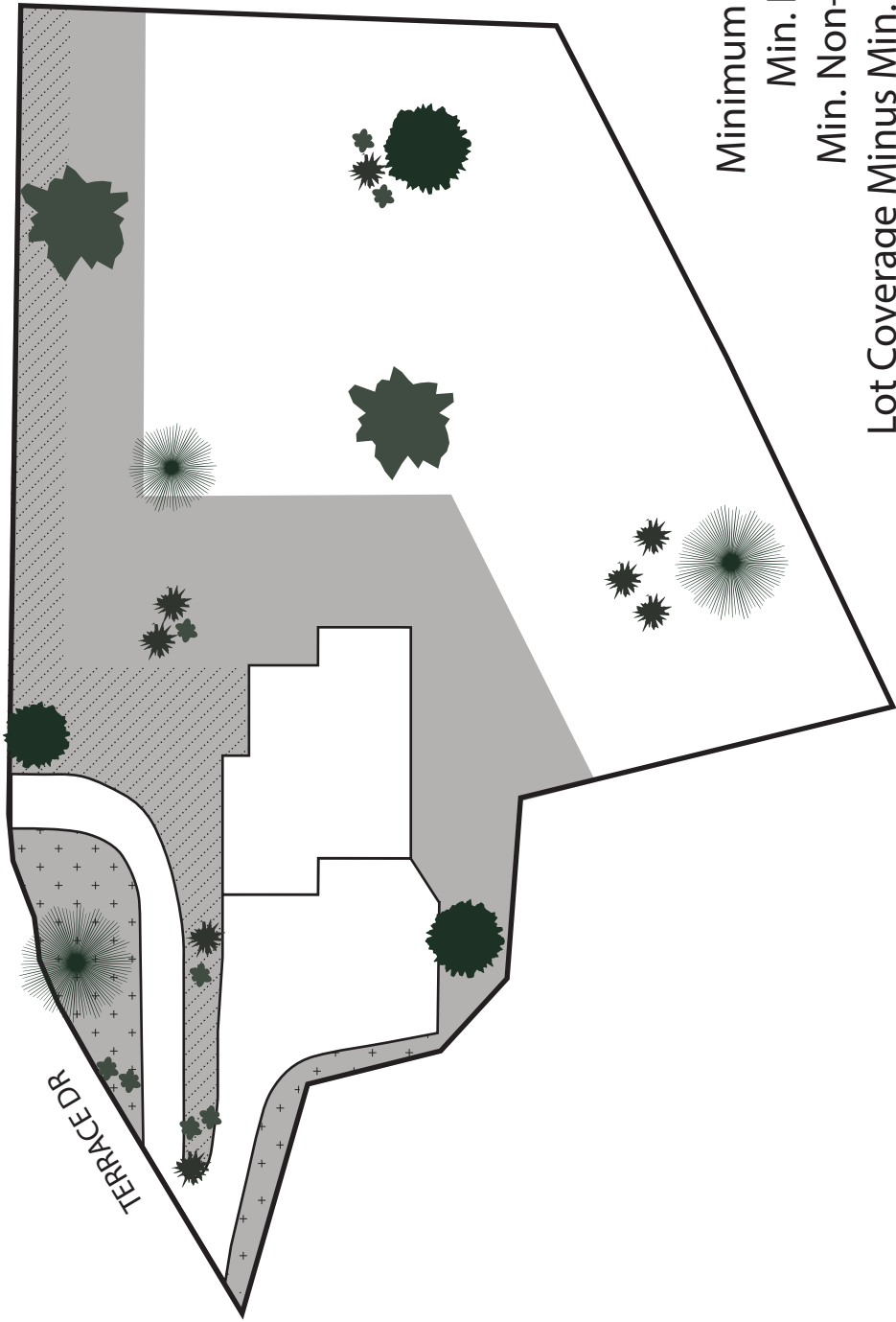
- Minimum Landscaped Area = [Solid Gray Box]
- Min. Live Groundcover = [Patterned Box: + + + + +]
- Min. Non-live Groundcover = [Patterned Box:]
- Lot Coverage Minus Min. Landscaped Area = [Empty Box]

Scenario #4

"R" Zoning Designation

1.34 acres/ 58,370.4sqft

CATEGORY	CODE REQUIREMENT	CALCULATION
Max. Lot Coverage	= 50%	29,185sqft
Min. Landscaped Area	= 50%	29,185sqft
<i>*Reduction for 1acremax</i>		21,780sqft
Min. Live Groundcover	= 20%	4,356sqft
Min. Non-live Groundcover	= 30%	6,534sqft
Min. # of trees	= 1 per 3,000sqft	8
Min. # of shrubs	= 2 per 3,000sqft	16



LEGEND

- Minimum Landscaped Area = [Solid Grey Box]
 - Min. Live Groundcover = [Hatched Box]
 - Min. Non-live Groundcover = [Dotted Box]
 - Lot Coverage Minus Min. Landscaped Area = [White Box]
- + Reduction for 1acremax

AGENDA ITEM #5

PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING

MAY 25, 2021

CALL TO ORDER

The Chairperson called the meeting to order at 5:35 p.m. via Zoom Meeting, a virtual meeting platform, pursuant to the Town's Electronic Participation Policy due to COVID-19. Commissioners Liske, Montague, Nelson, Mayor Pro-Tem Meyer, Mayor Clark and Chairperson Canright were in attendance. Commissioner Emilson was absent.

PUBLIC HEARING

1. Application for Preliminary Plat for Riverfront Village Planned Unit Development; Location: Triangle Subdivision, Lot 1; Address: TBD Highway 550; Zone: General Commercial; Applicant: John Simone, Alpine Homes Ridgway, LLC; Owner: Alpine Homes Ridgway, LLC

Staff Report dated May 25, 2021 presenting background, analysis and recommendation prepared by TJ Dlubac, AICP of Community Planning Strategies (CPS).

TJ Dlubac presented the Application for Preliminary Plat for the Riverfront Village Planned Unit Development. He noted a collaborative effort has been made to resolve the outstanding issues discussed at the April Regular Planning Commission Meeting, but more time is needed to finalize all issues. Mr. Dlubac said the Applicant requested the hearing be continued to the June Regular Planning Commission Meeting.

The Chairperson opened the hearing for public comment and there was none.

ACTION:

Mayor Clark moved to continue the Application for Preliminary Plat for the Riverfront Village Planned Unit Development in the Triangle Subdivision, Lot 1 until the June Regular Planning Commission Meeting. The motion was seconded by Commissioner Nelson. On a call for the roll call vote, the motion carried unanimously.

OTHER BUSINESS

2. Landscaping Regulations Update, Fourth Discussion

Staff Report dated May 20, 2021 presenting background, analysis and recommendation prepared by Katie Schwarz, AICP of Community Planning Strategies.

Planner Schwarz provided a PowerPoint presentation for the landscape updates based on feedback from the community, staff and the Planning Commission. She reviewed code structure, water conservation, minimum requirements, requirements versus recommendations, deviations, landscaping plan and applicability. Ms. Schwarz explained the existing language is scattered throughout the municipal code making it confusing and hard to interpret. Schwarz recommended

restructuring the language for clarity as well as creating a new section in the municipal code specific to landscaping that will alleviate confusion and enhance administration and enforcement.

The Commissioners agreed reformatting the language for landscaping is appropriate for the update. They discussed the proposed updates with Ms. Schwarz and Mr. Dlubac. Resident Jennifer Cram also participated in the discussion and provided feedback. Planner Schwarz encouraged the Commissioners to send additional feedback to her via email by June 4. The Planner will incorporate the additional comments into the next draft of the landscaping regulations for the June Regular Planning Commission Meeting. She will also provide schematics showing dimensional requirements with scenarios depicting comparisons between the proposed regulations and the current regulations.

3. Resume In-Person Meetings Discussion

It was noted that existing and changing conditions for the pandemic still must be monitored, and Town staff remotely communicates with a temporarily outsourced planning firm (CPS), which makes it difficult to resume in-person meetings at this time. The Commissioners agreed to individually gage the pandemic conditions prior to the next meeting to see when in-person meeting might be possible.

APPROVAL OF THE MINUTES

4. Approval of the Minutes from the Meeting of April 27, 2021

ACTION:

Councilor Nelson moved to approve the Minutes from April 27, 2021. The motion was seconded by Mayor Clark. On a call for the roll call vote, the motion carried unanimously with Commissioner Liske abstaining.

ADJOURNMENT

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Karen Christian
Deputy Clerk