

RIDGWAY PLANNING COMMISSION

REGULAR MEETING AGENDA

Tuesday, June 25, 2024

6:00 p.m.

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/89727286079?pwd=Mkd67Bhm0dmGPr3cxcTrz1saXaCSXt.1>

Meeting ID: 897 2728 6079

Passcode: 848176

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: Michelle Montague, Commissioners: John Clark, Pam Foyster, Bill Liske, Russ Meyer, Jennifer Nelson, and Jack Petruccelli

WORK SESSION:

1. Presentation and discussion regarding draft accessory dwelling unit standards
2. Presentation and discussion regarding draft parking standards

OTHER BUSINESS:

3. Updates from Planning Commissioners

ADJOURNMENT

AGENDA ITEM #1

To: Town of Ridgway Planning Commission
Cc: Preston Neill, *Ridgway Town Manager*
From: TJ Dlubac, AICP, *CPS, Contracted Town Planner*
Max Garcia, AICP, *CPS*
Date: June 25, 2024
Subject: Proposed ADU Standards

At the May 28, 2024, Planning Commission meeting, we evaluated draft versions of the code update pertaining to accessory dwelling units (ADU). Upon review of the current draft of the code document, CPS was provided with further guidance to update the code draft. The intent of this memo, and our discussion on June 25th, is to continue review of the proposed changes to the ADU standards.

ADU Standards

At the end of the May 28th meeting, our direction was to proceed with drafting revisions to the ADU standards. Below is a summary of the most recent changes to the code draft based on PC input. The updated redlined draft and a clean draft of the ADU standards are attached to this memo and we'll present the current version of the code draft at next week's meeting.

- a) Overall, clarified language to align with RMC language and tone.
- b) Updated all code citations.
- c) Updated statement encouraging sustainable construction methods to add goal of long-term affordability.
- d) Clarified language pertaining to an optional fee reduction for plan review.
- e) Identified terms "platted/dedicated open space" to be reviewed by the Town Attorney.
- f) Identified requirement, "Building permit and inspection fees may not be reduced for any ADU" to be reviewed by the Town Building Inspector.
- g) Reorganized code language for Dimensional and Design Standards for clarity.
- h) Updated landscaping portion of code draft to require compliance with an existing, approved Landscape Plans. Additional discussion with PC needed pertaining to the impact of this requirement.
- i) Updated the Incentives associated with water conservation standards for landscaping.
- j) Revaluated Ownership and Occupancy standards. Additional discussion with PC needed for requirement pertaining to owner-occupied dwellings.
- k) Removed pre-approved ADU plan section from the draft. As we approach the final edits to the code draft, the pre-approved ADU plan development will likely occur after the adoption of the updated ADU code. However, we anticipate the following language will be adopted at a later date, with some modification based on the plans and process we establish for this aspect of the 2024 code updates:

6. Pre-Approved ADU Plans

- a. At the request of the property owner, the Town may provide pre-approved ADU building plans that comply with the standards of this code.

- i. The two pre-approved ADU building plans are as follows:
 1. *ADU Plan A*. 500 square feet. One bedroom.
 2. *ADU Plan B*. 750 square feet. Two bedroom.
- ii. The pre-approved ADU plans are exempt from plan review but still require an approved building permit to proceed with construction. The exempt ADU building permit submittal shall include the following:
- iii. Site Plan that shows the pre-approved ADU building plan will meet the requirements of this subsection RMC 7-4-1(A);
 1. Building permit application;
 2. Proof of ownership;
 3. Exempt ADU plan review fee.

The proposed draft is approaching final modifications, we welcome any feedback and input on the proposed language. If there are minimal updates to the draft at the June 25th meeting, we propose to hold public hearing at the July PC and forward a recommendation to Town Council.

Attachments:

- A. ADU Code Draft Update – clean version
- B. ADU Code Draft Update – redlined version



7-4-6 SUPPLEMENTAL REGULATIONS

(A) Accessory Dwelling Units

- (1) General Provisions.
 - (a) The creation of Accessory Dwelling Units (ADU) is generally encouraged as an effective means to improve housing affordability, provided that each ADU complies with the standards of these regulations.
 - (b) The goal of improving housing affordability requires flexibility with landscaping requirements, building typologies, and construction methods. Sustainable construction methods including, but not limited to, utilizing local resources and energy efficient designs are encouraged to increase long-term affordability.
 - (c) The burden shall be upon the owner of any ADU to provide adequate proof to the Town that the criteria of this Section are met. In the event that the Town determines that the criteria have not been shown to be satisfied the unit may not be occupied as a residence.
 - (d) A dwelling unit constructed before a principal building, which meets these criteria, may be converted to an ADU following construction of a new principal dwelling unit.
 - (e) Plan review fees, as set out in the adopted fee schedule, may be waived by the Town Manager for ADU(s) as set forth below.
 - (i) Plan review fees may be reduced by up to one-hundred (100) percent for attached ADU(s).
 - (ii) Plan review fees may be reduced by seventy-five (75) percent for detached ADU(s).
 - (iii) Building permit and inspections fees may not be reduced for any ADU.
- (2) Dimensional and Design Standards.
 - (a) ADUs are only allowed as accessory to single-family, duplex, and triplex dwellings in accordance with the following:
 - (i) One (1) ADU is allowed on lot(s) between 3,750 square feet and 7,500 square feet.
 - (ii) Two (2) ADUs are allowed on lot(s) between 7,501 square feet and 15,000 square feet.
 - (iii) Lot(s) that are greater than 15,000 square feet may have more than two (2) ADUs; however; the total number of ADUs on the subject property shall never exceed double the total number of dwelling units in the principal structure. All properties that propose more than two (2) ADU(s) on a lot shall be subject to a Site Plan review as set out in Section 7-4-3(H), Site Plan.
 - (b) ADUs may be located within a detached structure, attached to the principal structure, or a converted room or rooms within the principal structure.
 - (c) The ADU(s) must be constructed in accordance with applicable requirements of Town Building Codes.
 - (d) All lots where an ADU is proposed shall comply with all dimensional standards applicable to the underlying zone district.
 - (i) Required setbacks may be reduced by up to fifty (50) percent, or two (2) feet, whichever is greater, when adjacent to dedicated/platted open space. Such a reduction shall be approved by the Town Manager or their designee.
 - (e) The ADU shall not be located within the sight triangle as determined by Section 7-4-8(F)(8), Sight Triangles.
 - (f) The architectural design of the proposed ADU shall be compliant with the regulations set in RMC 7-4-9, Residential Design Standards.

- (g) The parking requirements shall comply with the requirements as set out in subsection 7-4-6(M).
 - (h) The maximum size of an ADU shall not exceed 1,000 square feet of gross floor area unless otherwise allowed by this section.
 - (i) The calculation for the “gross floor area” shall be the total square footage of the ADU measured to the interior walls of the area comprising the unit excluding internal parking areas and stairways.
 - (i) The proposed landscaping shall be compliant with an approved Landscape Plan, consistent with Section 7-4-8, Landscape Regulations, if one exists.
- (3) Incentives.
- (a) *ADU Affordable Housing Provisions.* All single-family, duplex, triplex dwelling uses may be allowed to construct one (1) additional ADU above the allowed quantity in subsection 7-4-6(A)(2)(a) when the ADU is income-restricted to moderate-to-low income residents only, pursuant to this subsection.
 - (i) *Affordable Housing Covenants and Restrictions.* The Town encourages the growth of affordable housing in all residential areas. To provide affordable housing units on private property, the property owner shall record a restrictive covenant with the Ouray County Clerk and Records’ office that includes the following provisions:
 - a. *Area median income (AMI).* The covenant shall identify the AMI limitations placed on the unit. The income range shall be equal to or less than 150 percent AMI for Ouray County as determined by the US Department of Housing and Development or US Census.
 - b. *Income-restricted units.* Describe the quantity of income-restricted units, their square footage, and bedroom count.
 - c. *Compliance report and leasing period.* Include the duration of the tenant’s lease. Upon reasonable request by the Town of Ridgway or Ouray County, the property owner shall submit a compliance report outlining how the restricted units comply with covenant requirements.
 - d. *Income verification and rent limitations.* Provide the method for determining tenant income and calculating the rent limitations for each income-restricted unit.
 - (b) *Landscaping.* When a property owner requesting an ADU meets one of the applicable water conservation standards below, the proposed ADU may increase its maximum gross floor area by up to ten (10) percent without an administrative adjustment.
 - (i) The proposed live ground cover does not include more than 750 square feet of turf or;
 - (ii) The proposed landscape area has a minimum of eighty (80) percent non-live ground cover or;
 - (c) *Sustainable construction methods.* When an applicant meets the applicable sustainable construction standards as set out below, the proposed ADU may exceed the maximum gross floor area by two hundred (200) square feet.
 - (i) The proposed construction is certified by a professional sustainable construction organization.
 - (ii) The applicant provides proof of energy efficient design that exceeds industry standards from a certified construction professional.
 - (iii) The applicant sources fifty (50) percent of the construction materials from the State of Colorado.
- (4) Ownership and Occupancy.

- (a) One of the dwelling units on the property must be, and remain, owner occupied.
 - (b) A minimum of a ninety (90) day rental period shall be required by written lease for an ADU.
 - (c) The ADU, principal residential unit(s), and the lot or parcel upon which they are located, shall remain in undivided ownership.
- (5) Utilities
- (a) The ADU(s) shall be served off of the water or sewer tap for the principal residence, in which case it shall not be subject to additional tap fees.

7-4-1 7-4-6 SUPPLEMENTAL REGULATIONS

(A) Accessory Dwelling Units

(1) General Provisions.

- ~~(1)(a)~~ The creation of Accessory Dwelling Units (ADU) is generally encouraged as an effective means to improve housing affordability, provided that each ADU complies with the ~~following standards~~ of these regulations.
- ~~(2) ADUs are only allowed as accessory to a single-family detached dwelling. Only one ADU per single-family detached dwelling unit is permitted.~~
- ~~(3) The accessory dwelling unit must be constructed in accordance with applicable requirements of Town Building Codes. It may be attached or detached to the principal residential unit. Applicable dimensional requirements for a single-family dwelling as set out in subsection 7-3-15(A) must be met for the premises.~~
- ~~(4) One off-street parking space shall be provided for the accessory dwelling unit in addition to any other required off-street parking.~~
- ~~(5) The accessory dwelling unit may not exceed 800 square feet of gross floor area.~~
- (b) The goal of improving housing affordability requires flexibility with landscaping requirements, building typologies, and construction methods. Sustainable construction methods including, but not limited to, utilizing local resources and energy efficient designs are encouraged to increase long-term affordability.
- ~~(6) One of the dwelling units on the property must be, and remain, owner occupied.~~
- ~~(7) A minimum of a 90-day rental period shall be required by written lease, except as described in subsection (12) below.~~
- ~~(8) The accessory dwelling unit must be owned together with the principal residential unit, and the lot or parcel upon which they are located, in undivided ownership.~~
- ~~(9) The accessory dwelling unit may be served off of the water or sewer tap for the principal residence, in which case it shall not be subject to additional tap fees.~~
- ~~(10)(c)~~ The burden shall be upon the owner of any ~~accessory dwelling unit~~ ADU to provide adequate proof to the Town that the criteria of this Section are met. In the event that the Town determines that the criteria have not been shown to be satisfied the unit may not be occupied as a residence.
- ~~(11)(d)~~ A dwelling unit constructed before a principal ~~single-family home~~ building, which meets these criteria, may be converted to an ~~accessory dwelling unit~~ ADU following construction of a new principal dwelling unit.
- ~~(12) An accessory dwelling unit, as defined in Section 9, either attached or detached to the primary dwelling, may be utilized as a short-term rental only under the following circumstances:~~
- ~~(a) Tap fees are paid at 30 percent pursuant to Ridgway Municipal Code subsection 9-1-9(c)(2); and~~
- ~~(b) One hundred percent of monthly water, sewer, trash and recycling services are paid on a monthly basis pursuant to Ridgway Municipal Code Chapter 9; and~~
- (e) The lot size upon which both dwelling units are sited Plan review fees, as set out in the adopted fee schedule, may be waived by the Town Manager for ADU(s) as set forth below.
- (i) Plan review fees may be reduced by up to one-hundred (100) percent for attached ADU(s).
- (ii) Plan review fees may be reduced by seventy-five (75) percent for detached ADU(s).
- (iii) Building permit and inspections fees may not be reduced for any ADU.

(2) Dimensional and Design Standards.

(a) ADUs are only allowed as accessory to single-family, duplex, and triplex dwellings in accordance with the following:

(i) One (1) ADU is a minimum of 6 allowed on lot(s) between 3,750 square feet and 7,500 square feet.

~~(e)~~(ii) Two (2) ADUs are allowed on lot(s) between 7,501 square feet and 15,000 square feet.

(iii) Lot(s) that are greater than 15,000 square feet may have more than two (2) ADUs; however; the total number of ADUs on the subject property shall never exceed double the total number of dwelling units in the principal structure. All properties that propose more than two (2) ADU(s) on a lot shall be subject to a Site Plan review as set out in Section 7-4-3(H), Site Plan.

(b) ADUs may be located within a detached structure, attached to the principal structure, or a converted room or rooms within the principal structure.

(c) The ADU(s) must be constructed in accordance with applicable requirements of Town Building Codes.

(d) All lots where an ADU is proposed shall comply with all dimensional standards applicable to the underlying zone district.

(i) Required setbacks may be reduced by up to fifty (50) percent, or two (2) feet, whichever is greater, when adjacent to dedicated/platted open space. Such a reduction shall be approved by the Town Manager or their designee.

(e) The ADU shall not be located within the sight triangle as determined by Section 7-4-8(F)(8), Sight Triangles.

(f) The architectural design of the proposed ADU shall be compliant with the regulations set in RMC 7-4-9, Residential Design Standards.

(g) The parking requirements shall comply with the requirements as set out in subsection 7-4-6(M).

(h) The maximum size of an ADU shall not exceed 1,000 square feet of gross floor area unless otherwise allowed by this section.

(i) The calculation for the "gross floor area" shall be the total square footage of the ADU measured to the interior walls of the area comprising the unit excluding internal parking areas and stairways.

(i) The proposed landscaping shall be compliant with an approved Landscape Plan, consistent with Section 7-4-8, Landscape Regulations, if one exists.

(3) Incentives.

(a) ADU Affordable Housing Provisions. All single-family, duplex, triplex dwelling uses may be allowed to construct one (1) additional ADU above the allowed quantity in subsection 7-4-6(A)(2)(a) when the ADU is income-restricted to moderate-to-low income residents only, pursuant to this subsection.

(i) Affordable Housing Covenants and Restrictions. The Town encourages the growth of affordable housing in all residential areas. To provide affordable housing units on private property, the property owner shall record a restrictive covenant with the Ouray County Clerk and Records' office that includes the following provisions:

a. Area median income (AMI). The covenant shall identify the AMI limitations placed on the unit. The income range shall be equal to or less than 150 percent AMI for

Ouray County as determined by the US Department of Housing and Development or US Census.

- b. *Income-restricted units.* Describe the quantity of income-restricted units, their square footage, and bedroom count.
- c. *Compliance report and leasing period.* Include the duration of the tenant's lease. Upon reasonable request by the Town of Ridgway or Ouray County, the property owner shall submit a compliance report outlining how the restricted units comply with covenant requirements.
- d. *Income verification and rent limitations.* Provide the method for determining tenant income and calculating the rent limitations for each income-restricted unit.

(b) *Landscaping.* When a property owner requesting an ADU meets one of the applicable water conservation standards below, the proposed ADU may increase its maximum gross floor area by up to ten (10) percent without an administrative adjustment.

- (i) The proposed live ground cover does not include more than 750 square feet of turf or;
- (ii) The proposed landscape area has a minimum of eighty (80) percent non-live ground cover or;

(c) *Sustainable construction methods.* When an applicant meets the applicable sustainable construction standards as set out below, the proposed ADU may exceed the maximum gross floor area by two hundred (200) square feet.

- (i) The proposed construction is certified by a professional sustainable construction organization.
- (ii) The applicant provides proof of energy efficient design that exceeds industry standards from a certified construction professional.
- (iii) The applicant sources fifty (50) percent of the construction materials from the State of Colorado.

(4) Ownership and Occupancy.

- (a) One of the dwelling units on the property must be, and remain, owner occupied.
- (b) A minimum of a ninety (90) day rental period shall be required by written lease for an ADU.
- (c) The ADU, principal residential unit(s), and the lot or parcel upon which they are located, shall remain in undivided ownership.

(5) Utilities

- (a) The ADU(s) shall be served off of the water or sewer tap for the principal residence, in which case it shall not be subject to additional tap fees.

AGENDA ITEM #2

To: Town of Ridgway Planning Commission
Cc: Preston Neill, *Ridgway Town Manager*
From: TJ Dlubac, AICP, *CPS, Contracted Town Planner*
Max Garcia, AICP, *CPS*
Date: June 25, 2024
Subject: Proposed Parking Standards

At the May 27, 2024, Planning Commission meeting, we evaluated draft versions of the code update pertaining to parking standards. Upon review of the revised draft code documents, CPS was provided with further guidance to continue updating the code drafts. The intent of this memo, and our discussion on June 25, is to continue reviewing the proposed changes to the parking standards.

Parking Standards

At the end of the May 27th meeting, our direction was to proceed with updating revisions to the parking standards. Below is a summary of the most recent changes to the code draft based on PC input. The updated redlined draft and a clean draft of the parking code are attached to this memo and we'll present the current draft at next week's meeting.

The attached revisions and updates are numerous, but the changes clarify the provisions and assist in the administration of these standards. The updates represent all changes from the existing code.

- a) Reformatted the parking table to be consistent with RMC language.
- b) Clarified language throughout for consistency with the RMC language and tone.
- c) Reorganized the shared parking plan provisions for clarity and readability.
- d) Reorganized the standards for parking for specific zoning districts for clarity and readability.
- e) Reorganized the accessible parking requirements for clarity and readability.
- f) Added chart titles for new charts.

The proposed draft is approaching final modifications, we welcome any feedback and input on the proposed language. If there are minimal updates to the draft at the June 25th meeting, we propose to hold public hearing at the July PC and forward a recommendation to Town Council.

Attachments:

- A. Parking Code Update – clean version
- B. Parking Code Update – redlined version

(A) Parking Standards

(1) Off-Street Parking Requirements. The following off-street parking requirements shall apply unless otherwise indicated in all districts.

Use	Required parking spaces	Required Stacking spaces
Dwelling Units	Single-Family and Duplex Dwelling Units: 2 spaces per dwelling unit; one (1) required parking space may be permitted on-street. All Other Residential: 1 space per dwelling unit; the one (1) space may be permitted on-street.	
Healthcare Facilities	1 space per 750 square feet	
Pharmacies	No off-street parking requirement	Minimum of two (2) stacking spaces before the drive up window.
Restaurants	1 space per 200 sq. ft. gross floor area	Minimum of six (6) stacking spaces before the drive up window.
Hotels and Motels	1 space per one (1) guest rooms	Minimum of four (4) stacking spaces before the drop off space.
Gas stations	No off-street parking requirement.	Minimum of one (1) stacking space before each fuel station.
Community Center	No off-street parking requirement	
Nursing Homes	1 space per 750 square feet or 1 space per employee on the shift with the highest quantity of employees.	
Office	1 space per 600 sq. ft. gross floor area	
Retail Establishments	1 space per 500 sq. ft. gross floor area	Minimum of four (4) stacking spaces before the drive-up window, if applicable.
Day Care Facilities not qualifying as an accessory use	No off-street parking requirement	Minimum of four (4) stacking spaces before the drop off zone.
Educational Facility, Elementary	2 spaces per classroom	Minimum of five (5) stacking spaces before the drop off space
Educational facility, Middle and High school	1 space per two (2) students and one (1) faculty member.	Minimum of four (4) stacking spaces before the drop off space
All other uses	1 space per 700 sq. ft. gross floor area	Minimum of one (1) stacking spaces before the drive up window, if applicable.

(2) For purposes of this Subsection, "gross floor area" is the heated square footage of a building measured along the outside enclosing walls, excluding interior parking areas and outdoor common areas.

(3) *Shared Parking Plan.* The purpose of the shared parking plan and the subsequent regulations is to efficiently utilize parking resources amongst multiple properties and users while adequately meeting parking demand at peak hours or during special events. Applicants wishing to use shared parking as a means to satisfy off-street parking requirements shall submit a shared parking plan in accordance with this section.

(a) *Shared parking standards.*

(i) *Shared parking plan required.* A shared parking plan shall be required for the following:

- a. All proposed developments, except for single-family or duplex dwelling units, that intend to utilize off-site parking spaces. Such plan may request to eliminate all or a percentage of the required off-street parking spaces being provided on the subject property.
- b. Major special events, as determined by the Town Manager or designee, that will have a significant impact on traffic circulation within town limits.

- c. The applicant is requesting to utilize existing on-street parking to meet off-street parking requirements which isn't otherwise authorized by this section.
- (ii) *Shared parking plan provisions.* The proposed shared parking plan shall address each of the following provisions.
 - a. *Off-site shared parking.* Provide the location of the off-site parking spaces, quantity of parking spaces, and the current physical condition of the area to be used for off-site parking.
 - i. If the off-site parking spaces are fulfilling the required off-street parking needs of another use or property, the plan shall also provide a schedule of peak demand for each use utilizing the parking spaces.
 - ii. Submit a written narrative describing adjacent land uses to the off-site parking location, potential negative impacts of increased parking on the off-site location, and proposed strategies to mitigate negative effects.
 - b. *Shared Parking Agreement.* In the case of off-site shared parking for proposed uses where the targeted off-site lot is owned by others, a written agreement between the town, the owner of the property where the off-site parking is being proposed, and the owner of the property seeking the use of off-site parking shall be entered into.
 - i. The agreement shall be recorded with Ouray County Clerk and Recorder, unless the agreement is for temporary uses, such as a special event.
 - ii. The agreement shall provide details of continued maintenance and the owner's responsibility for off-site parking spaces.
 - c. *Pedestrian movement.* Describe the intended pedestrian movement from off-site parking locations to the property or establishment served by those spaces.
 - i. Shared parking that is located across Highway 62 or Highway 550 shall be located within two (2) blocks of an existing traffic signal which includes a pedestrian crossing phase to cross the highway or a grade separated pedestrian connection.
 - d. *Neighborhood partnership.* Proposed developments that intend to utilize shared parking are encouraged to form partnerships within the community.
 - i. The shared parking plan shall identify all businesses and organizations that utilize the parking resources.
 - ii. For special events, the shared parking plan shall detail methods of reliance on public transportation.
 - iii. For permanent uses, off-site parking spaces located adjacent to residential uses shall provide a minimum of five (5) foot buffer with an opaque six (6) foot tall fence or landscaping along all shared boundaries.
 - e. *Peak hours.* The shared parking plan shall provide operating hours for each specified use. If public transit is to be utilized for temporary uses, then a description of route schedule and stop locations are required.
 - i. The shared parking plan shall describe usage of off-site parking for specified for the following time periods:
 - 1. Monday to Friday 8 AM to 5 PM.
 - 2. Monday to Friday 5 PM to 12:00 AM
 - 3. Monday to Friday 12 AM to 8AM
 - 4. Saturday to Sunday 8 AM to 5 PM

5. Saturday to Sunday 5 PM to 12 AM
6. Saturday to Sunday 12 AM to 8 AM

(4) *On-street parking.*

- (a) Except as otherwise allowed in this Chapter, on-street parking spaces are not allowed to be used to satisfy off-street parking requirements.
 - (b) The Town Manager or their designee may approve on-street parking spaces within one-hundred (100) feet of the subject property to count towards required off-street parking.
- (5) *Vehicle Stacking.* Nonresidential uses that provide drive-through facilities are required to provide spaces for vehicles waiting in line.
- (a) Stacking spaces shall be a separate aisle from parking lot circulation.
 - (b) Stacking spaces shall be located in a manner that prevents any stacked vehicle from extending onto the public right-of-way, interfering with pedestrian and vehicle circulation, or preventing ingress to or egress from the property.
 - (c) Required stacking spaces shall be a minimum nine (9) feet wide and twenty (20) feet in length.
 - (d) Drive-through aisles shall be distinctively marked or delineated.
 - (e) Stacking spaces shall not count towards the minimum required parking spaces.

(6) *Parking plan requirements.* In instances where a Site Plan is required, the submittal shall include details of all proposed parking facilities. The Site Plan must contain the following information:

- (a) Parking spaces shall be sized and designed in accordance with standard Town specifications and shall be a minimum of eight (8) feet by twenty (20) feet in size. The parking space size may be modified to provide parking for alternative modes of transportation with approval from the Town Manager or their designee.
- (b) Site Plan shall provide sufficient off-street space to allow an automobile to enter, maneuver, and exit without backing onto any public street. Backing onto alleyways is permissible except where otherwise prohibited by plat note.
- (c) The quantity and location of parking spaces, including drop off zones, electric vehicle charging spaces, stacking spaces, and drive-through circulation, as applicable.
- (d) Type of surface materials and treatment for parking aisles and parking spaces.
- (e) Traffic directional arrows, signage, and markings.

(7) *Bicycle parking.*

- (a) Bicycle parking as set forth in subsection 7-4-6(M)(7) shall be required for all nonresidential uses, fourplex dwellings, and multiple family dwellings.
 - (i) A minimum of two (2) bicycle spaces or the quantity of bicycle spaces equivalent to ten (10) percent of required parking spaces shall be provided when either of the following circumstances are met:
 1. The property is located within 2,000 feet of the Uncompahgre RiverWay Trail or other designated trails.
 2. The property is located within 2,000 feet of a transit station or designated transit bus.
 - (ii) For all other locations, bicycle parking is optional and may be used to reduce the required number of parking spaces.

(b) *Design Standards.*

- (i) The required bicycle rack type shall be able to support two (2) bicycle parking spaces.
 - (ii) Parking for bicycles shall be provided on-site, and bicycle parking areas shall be located as near to the building or facility entrance as possible but not more than one hundred (100) feet away and shall not interfere with pedestrian or vehicular traffic.
 - (iii) When applicable, bicycle parking areas should utilize already existing weather protected areas such as building overhangs.
 - (iv) If bicycle and automobile parking areas or accessways abut each other, a physical barrier between the bicycle parking area and the automobile parking or drive areas shall be provided to prevent the possibility of bicycle-motor vehicle collisions.
- (8) *Electric Vehicle Parking.* Electric vehicle parking should be provided for all new developments.
- (a) Electric vehicle parking may count towards the required off-street parking space at a rate of one-to-one.
 - (b) *Electric vehicle supply equipment (EVSE)* The installation of EVSE shall meet the National Electrical Code. Equipment mounted on pedestals, lighting posts, bollards, or other devices for on-street charging stations shall be designed and located as to not impede pedestrian or vehicle travel or create hazards within the right-of-way.
 - (c) Any new development with fifteen (15) or more required parking spaces shall provide EV Ready spaces pursuant to table T-4.6, EV Parking Required, below. It is strongly encouraged that all new and expanded non-residential and multi-unit dwelling development parking areas provide EV-Ready parking spaces as stipulated in Table T-4.6, EV Parking Required. EV Ready spaces have the electrical capacity necessary to accommodate the future hardwire installation of Level-2 electric vehicle charging stations.

Table T-4.6 EV Parking Required.

<i>Designated parking spaces for project</i>	<i>Number of EV-ready spaces required.</i>
15 to 35	1
36 to 65	2
66 to 90	3
91+	3, plus 1 space per 25 additional provided spaces.

- (d) Electric vehicle spaces not provided at time of site plan approval shall pay a fee-in-lieu for each required electric vehicle parking space. The fee for each required electric vehicle space is established, pursuant to the Town’s adopted fee schedule.
- (9) *Parking reductions.* The purpose of the parking reductions is to provide further flexibility to developments, redistribute the required parking, and support transportation alternatives amongst the Town.
- (a) *Parking reductions overall.* The Town Manager or their designee may grant a parking reduction up to fifty (50) percent of the required parking spaces.
 - (i) Parking reductions may only be granted if the proposed reduction will not result in spillover parking into public roads and will not adversely affect traffic circulation.
 - (ii) Only the following parking reductions may be allowed unless otherwise permitted by this code.
 - a. One (1) vehicular space for every two (2) bicycle parking spaces in addition to required bicycle parking.

- b. The Town Manager or their designee may reduce the number of required off-street parking spaces on property located within 500 feet of a transit bus stop with a headway of one-hour or less.
 - c. One (1) vehicular parking space for every two (2) motorcycle spaces.
 - d. The Town Manager or their designee may reduce the number of required off-street parking spaces for existing buildings that are designated historic locations or have existed greater than or equal 75 years by up to fifty (50) percent.
 - i. The building(s) may not be drastically renovated so that its building character is no longer like the original structure to qualify for the parking reduction.
- (b) Parking standards for zoning districts. The following sections set forth standards that are applicable to specific zoning districts and apply in addition to all standards and provisions of this Section.
- (i) *Parking standards specific to the DS District.* Businesses shall be credited with half parking space for every designated on-street parking space adjacent to the business and in accordance with Town specifications. No parking shall be allowed on alleys or on Highway 62 (Sherman Street).
 - (ii) *Parking standards specific to the HR District.* Single-family and duplex dwelling uses may utilize on-street parking to meet all parking requirements without a shared parking plan.
 - (iii) *Parking standards specific to the MR District.*
 - a. Parking shall be sited to provide the least visual impact from public rights-of-way and shall not dominate the front yard of any lot or parcel.
 - b. An area used for bike racks and parking of other nonmotorized vehicles, shall be located no more than fifty (50) feet from the main entrance to the primary building(s) and shall provide a logical connection to onsite non-motorized access routes.
 - (iv) *Parking standards specific to the HB District.*
 - a. Nonresidential uses have no minimum parking requirement.
 - b. All proposed parking spaces shall only be accessed from an alley.
 - c. A minimum of two (2) off-street parking spaces shall be provided for residential uses.
 - d. For residential uses requiring more than two (2) spaces, a fee-in-lieu of providing these spaces may be paid at a rate of \$6,000.00 per space not provided on-site.
 - i. The monetary payment(s) shall be used to fund the acquisition or construction of public parking facilities to serve the Historic Business Zoning District. The use of these funds shall be at the sole discretion of the Town.
 - (v) *Parking standards specific to the Limited Industrial (LI) and General Industrial (GI) Districts.* Parking and storage is not allowed in the front or side setbacks along any street.

(10) Accessible Parking Spaces.

- (a) For all uses other than single-family or duplex dwellings, accessible parking spaces shall be provided at the minimum rate consistent with Table T-4.6, Accessible Parking Requirements.
- (b) The accessible parking shall be provided on-site.

(c) At least one (1) van accessible space shall be provided for every six (6) accessible spaces required.

(d) Accessible parking spaces shall otherwise comply with the American with Disabilities Act.

Table T-4.6 Accessible Parking Required.

Total Number of Off-Street Spaces Provided	Number of Accessible Spaces
1—25	1
26—50	2
51—75	3
76—100	4
101—150	5
151—200	6
201—300	7
301—400	8
401—500	9
501—1,000	2% of total spaces required
>1,000	20 plus 1 for each 100 over 100

7-4-6 SUPPLEMENTAL REGULATIONS

(A) (M) — Parking Standards:

(1) (4) Off-Street Parking Requirements. The following off-street parking requirements shall apply unless otherwise indicated in all districts.

Use	Required parking spaces	Required Stacking spaces
(a) Residences Dwelling Units	Single-Family and Duplex Dwelling Units : 2 spaces per dwelling unit; one (1) required parking space may be permitted on-street. All Other Residential: 1 space per dwelling unit; the one (1) space may be permitted on-street.	
(b) Medical offices and clinics		3 spaces per examination room
(c) Hospitals, Healthcare Facilities	1 space for each 3 beds per 750 square feet	
Pharmacies	No off-street parking requirement	Minimum of two (2) stacking spaces before the drive up window.
(d) Pharmacies Restaurants	1 space per 200 sq. ft. of customer gross floor space area	Minimum of six (6) stacking spaces before the drive up window.
(e) Bus stations		1 space per 400 sq. ft. gross floor area
(f) Funeral homes and mortuaries		1 space for each 6 seats in main chapel
(g) Restaurants and Lounges		1 space per 100 sq. ft. customer floor area
(h) Hotels and Motels	1 space per one (1) guest room/rooms	Minimum of four (4) stacking spaces before the drop off space.
(i) Walk-up restaurants		1 space per 50 sq. ft. customer floor area
(j) Bowling alleys		3 spaces per lane
(k) Gas stations	No off-street parking requirement.	4 spaces, plus 2 spaces for each enclosed auto space. Minimum of one (1) stacking space before each fuel station.
(l) Beauty shops Community Center	2 spaces for each chair. No off-street parking requirement	
(m) Industrial uses Nursing Homes	1 space for every 2 per 750 square feet or 1 space per employee on the shift with the highest quantity of employees on shift plus adequate visitor parking.	
(n) Churches		1 space for each 6 seats in main chapel
(o) Nursing homes		1 space for each 3 beds
(p) Professional office space Office	1 space per 300/600 sq. ft. gross floor area	
(q) Retail establishments Establishments	1 space per 250/500 sq. ft. gross floor area	Minimum of four (4) stacking spaces before the drive-up window, if applicable.
Day Care Facilities not qualifying as an accessory use	No off-street parking requirement	Minimum of four (4) stacking spaces before the drop off zone.
(r) Studio residence Educational Facility, Elementary	2 spaces per classroom	1 space per unit (600 sq. ft. total living area). Minimum of five (5) stacking spaces before the drop off space
(s) Day care facilities not qualifying as an accessory use	1 space for each 10 children plus 1 drop off space, plus per two (2)	Minimum of four (4) stacking spaces before the drop off space

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<u>Educational facility, Middle and High school</u>	<u>students and one space per staff person (1) faculty member.</u>	
<u>(+) All other uses</u>	<u>1 space per 350700 sq. ft. gross floor area</u>	<u>Minimum of one (1) stacking spaces before the drive up window, if applicable.</u>

(2) (2) For purposes of this Subsection, "gross floor area" is the heated square footage of a building measured along the outside enclosing walls, excluding interior parking areas and outdoor common areas.

(3) Shared Parking Plan. The purpose of the shared parking plan and the subsequent regulations is to efficiently utilize parking resources amongst multiple properties and users while adequately meeting parking demand at peak hours or during special events. Applicants wishing to use shared parking as a means to satisfy off-street parking requirements shall submit a shared parking plan in accordance with this section.

(a) Shared parking standards.

(i) Shared parking plan required. A shared parking plan shall be required for the following:

- a. All proposed developments, except for single-family or duplex dwelling units, that intend to utilize off-site parking spaces. Such plan may request to eliminate all or a percentage of the required off-street parking spaces being provided on the subject property.
- b. Major special events, as determined by the Town Manager or designee, that will have a significant impact on traffic circulation within town limits.
- c. The applicant is requesting to utilize existing on-street parking to meet off-street parking requirements which isn't otherwise authorized by this section.

(ii) Shared parking plan provisions. The proposed shared parking plan shall address each of the following provisions.

- a. Off-site shared parking. Provide the location of the off-site parking spaces, quantity of parking spaces, and the current physical condition of the area to be used for off-site parking.
 - i. If the off-site parking spaces are fulfilling the required off-street parking needs of another use or property, the plan shall also provide a schedule of peak demand for each use utilizing the parking spaces.
 - ii. Submit a written narrative describing adjacent land uses to the off-site parking location, potential negative impacts of increased parking on the off-site location, and proposed strategies to mitigate negative effects.
- b. Shared Parking Agreement. In the case of off-site shared parking for proposed uses where the targeted off-site lot is owned by others, a written agreement between the town, the owner of the property where the off-site parking is being proposed, and the owner of the property seeking the use of off-site parking shall be entered into.
 - i. The agreement shall be recorded with Ouray County Clerk and Recorder, unless the agreement is for temporary uses, such as a special event.
 - ii. The agreement shall provide details of continued maintenance and the owner's responsibility for off-site parking spaces.
- c. Pedestrian movement. Describe the intended pedestrian movement from off-site parking locations to the property or establishment served by those spaces.

(20) feet in size. The parking space size may be modified to provide parking for alternative modes of transportation with approval from the Town Manager or their designee.

(b) (3) — Maneuvering Area: Off-street parking Site Plan shall provide sufficient off-street space to allow an automobile to enter, maneuver, and exit without backing onto any public street. Backing onto alleyways is permissible except where otherwise prohibited by plat note.

~~(4) — For purposes of this Subsection, "gross floor area" is the heated square footage of a building measured along the outside enclosing walls, excluding interior parking areas and outdoor common areas; "customer floor area" is the aggregate amount of internal floor area generally used by the public, or 15 percent of the total floor area, whichever is greater.~~

(c) (5) — ~~Parking exceptions within~~ The quantity and location of parking spaces, including drop off zones, electric vehicle charging spaces, stacking spaces, and drive-through circulation, as applicable.

(d) Type of surface materials and treatment for parking aisles and parking spaces.

(e) Traffic directional arrows, signage, and markings.

(7) Bicycle parking.

(a) Bicycle parking as set forth in subsection 7-4-6(M)(7) shall be required for all nonresidential uses, fourplex dwellings, and multiple family dwellings.

(i) A minimum of two (2) bicycle spaces or the quantity of bicycle spaces equivalent to ten (10) percent of required parking spaces shall be provided when either of the following circumstances are met:

1. The property is located within 2,000 feet of the Uncompahgre RiverWay Trail or other designated trails.
2. The property is located within 2,000 feet of a transit station or designated transit bus.

(ii) For all other locations, bicycle parking is optional and may be used to reduce the required number of parking spaces.

(b) Design Standards.

(i) The required bicycle rack type shall be able to support two (2) bicycle parking spaces.

(ii) Parking for bicycles shall be provided on-site, and bicycle parking areas shall be located as near to the building or facility entrance as possible but not more than one hundred (100) feet away and shall not interfere with pedestrian or vehicular traffic.

(iii) When applicable, bicycle parking areas should utilize already existing weather protected areas such as building overhangs.

(iv) If bicycle and automobile parking areas or accessways abut each other, a physical barrier between the bicycle parking area and the automobile parking or drive areas shall be provided to prevent the possibility of bicycle-motor vehicle collisions.

(8) Electric Vehicle Parking. Electric vehicle parking should be provided for all new developments.

(a) Electric vehicle parking may count towards the required off-street parking space at a rate of one-to-one.

(b) Electric vehicle supply equipment (EVSE) The installation of EVSE shall meet the National Electrical Code. Equipment mounted on pedestals, lighting posts, bollards, or other devices for on-street charging stations shall be designed and located as to not impede pedestrian or vehicle travel or create hazards within the right-of-way.

(c) Any new development with fifteen (15) or more required parking spaces shall provide EV Ready spaces pursuant to table T-4.6, EV Parking Required, below. It is strongly encouraged that all new and expanded non-residential and multi-unit dwelling development parking areas provide EV-Ready parking spaces as stipulated in Table T-4.6, EV Parking Required. EV Ready spaces have the electrical capacity necessary to accommodate the future hardwire installation of Level-2 electric vehicle charging stations.

Table T-4.6 EV Parking Required.

<u>Designated parking spaces for project</u>	<u>Number of EV-ready spaces required.</u>
<u>15 to 35</u>	<u>1</u>
<u>36 to 65</u>	<u>2</u>
<u>66 to 90</u>	<u>3</u>
<u>91+</u>	<u>3, plus 1 space per 25 additional provided spaces.</u>

(d) Electric vehicle spaces not provided at time of site plan approval shall pay a fee-in-lieu for each required electric vehicle parking space. The fee for each required electric vehicle space is established, pursuant to the Town's adopted fee schedule.

(9) Parking reductions. The purpose of the parking reductions is to provide further flexibility to developments, redistribute the required parking, and support transportation alternatives amongst the Town.

(a) Parking reductions overall. The Town Manager or their designee may grant a parking reduction up to fifty (50) percent of the required parking spaces.

(i) Parking reductions may only be granted if the proposed reduction will not result in spillover parking into public roads and will not adversely affect traffic circulation.

(ii) Only the following parking reductions may be allowed unless otherwise permitted by this code.

a. One (1) vehicular space for every two (2) bicycle parking spaces in addition to required bicycle parking.

b. The Town Manager or their designee may reduce the number of required off-street parking spaces on property located within 500 feet of a transit bus stop with a headway of one-hour or less.

c. One (1) vehicular parking space for every two (2) motorcycle spaces.

d. The Town Manager or their designee may reduce the number of required off-street parking spaces for existing buildings that are designated historic locations or have existed greater than or equal 75 years by up to fifty (50) percent.

i. The building(s) may not be drastically renovated so that its building character is no longer like the original structure to qualify for the parking reduction.

(b) Parking standards for zoning districts. The following sections set forth standards that are applicable to specific zoning districts and apply in addition to all standards and provisions of this Section.

Parking standards specific to the DS District:

(i) ~~(a)~~ Businesses shall be credited with half parking space for every designated on-street parking space ~~that is constructed~~ adjacent to the business and in accordance with Town specifications. No parking shall be allowed on ~~alleyways~~ alleys or on Highway 62 (Sherman Street).

~~(6) — Parking exceptions within the MR District:~~

~~(ii) (a) — Parking standards specific to the HR District. Single-family and duplex dwelling uses may utilize on-street parking to meet all parking requirements without a shared parking plan.~~

~~(iii) Parking standards specific to the MR District.~~

~~a. Parking shall be sited to provide the least visual impact from public rights-of-way and shall not dominate the frontage of pedestrian-oriented streets. Site parking shall include bike racks and areas for parking strollers and other nonmotorized vehicles near the main entrance to the primary building(s) and shall have a logical connection to onsite non-motorized access routes front yard of any lot or parcel.~~

~~(b) Parking areas, outside trash receptacles, large utility boxes, open storage areas, mechanical systems and other unattractive views shall be screened from the street and public right-of-way. Screening of utility boxes, trash enclosures, and similar uses shall be around all sides except for those required for access, which will be screened with a gate on the access side.~~

~~b. (7) — Parking exceptions within An area used for bike racks and parking of other nonmotorized vehicles, shall be located no more than fifty (50) feet from the main entrance to the primary building(s) and shall provide a logical connection to onsite non-motorized access routes.~~

~~(iv) Parking standards specific to the HB District.~~

~~a. (a) — All nonresidential Nonresidential uses must provide a have no minimum parking requirement.~~

~~b. All proposed parking spaces shall only be accessed from an alley.~~

~~c. A minimum of one two (2) off-street parking space per 1,650 square feet of gross floor area. Partial spaces will be rounded up to the next whole number of required parking spaces. If the structure contains both shall be provided for residential and nonresidential uses, calculation of the gross floor area shall not include the uses.~~

~~d. For residential area(s) for purposes of determining off-street parking pursuant to this paragraph. Also excluded from this calculation are enclosed parking and outdoor common areas. Parking uses requiring more than two (2) spaces will be accessed only from an alley. The first three, a fee-in-lieu of providing these spaces must be may be paid at a rate of \$6,000.00 per space not provided on-site.~~

~~(b) In cases where mixed residential and nonresidential uses occur within the same property, the residential parking requirements of paragraph (a) shall be in addition to the nonresidential parking space requirement set forth in paragraph (b).~~

~~i. (c) — In lieu of nonresidential off-street parking requirements in excess of three spaces and pursuant to paragraph (b) above, a money payment of \$3,000.00 per space may be paid to the Town, which money The monetary payment(s) shall be used to fund the acquisition or construction of public parking facilities to serve the Historic Business Zoning District. The use of these funds shall be at the sole discretion of the Town.~~

~~(8) — Parking exceptions within standards specific to the Limited Industrial (LI) and General Industrial (GI) Districts~~

~~(v) (a) — Parking and storage is not allowed in the front or side setbacks along any street.~~

~~(10) Accessible Parking Spaces.~~

- (a) For all uses other than single-family or duplex dwellings, accessible parking spaces shall be provided at the minimum rate consistent with Table T-4.6, Accessible Parking Requirements.
- (b) The accessible parking shall be provided on-site.
- (c) At least one (1) van accessible space shall be provided for every six (6) accessible spaces required.
- (d) Accessible parking spaces shall otherwise comply with the American with Disabilities Act.

Table T-4.6 Accessible Parking Required.

<u>Total Number of Off-Street Spaces Provided</u>	<u>Number of Accessible Spaces</u>
<u>1—25</u>	<u>1</u>
<u>26—50</u>	<u>2</u>
<u>51—75</u>	<u>3</u>
<u>76—100</u>	<u>4</u>
<u>101—150</u>	<u>5</u>
<u>151—200</u>	<u>6</u>
<u>201—300</u>	<u>7</u>
<u>301—400</u>	<u>8</u>
<u>401—500</u>	<u>9</u>
<u>501—1,000</u>	<u>2% of total spaces required</u>
<u>>1,000</u>	<u>20 plus 1 for each 100 over 100</u>