



# The Town of Eagle

Box 609 • Eagle, Colorado 81631  
(970) 328-6354 • Fax 328-5203

Meetings:  
2nd and 4th Tuesdays

**AGENDA**  
**Planning & Zoning Commission**  
**Tuesday, January 5, 2016**  
**6:00 P.M.**

**Public Meeting Room / Eagle Town Hall**  
**200 Broadway**  
**Eagle, CO**

*This agenda and the meetings can be viewed at [www.townofeagle.org](http://www.townofeagle.org).*

## **ITEM**

**6:00pm – CALL TO ORDER**

**APPROVAL OF MINUTES – December 15, 2015**

### **PUBLIC COMMENT**

*Citizens are invited to comment on any item not on the Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person.*

### **LAND USE FILES**

#### **CONTINUED PUBLIC HEARINGS**

1.	Project:	Second Street Suites Hotel
	File #:	DR15-05
	Applicant:	Daniel Ritsch
	Location:	120 2 <sup>nd</sup> Street & 214 Wall Street
	Staff Contact:	Tom Boni (Town Planner)
	Request:	Applicant is requesting a Major Development Permit to construct a boutique hotel in the Central Business District (CBD).

### **TOWN BOARD OF TRUSTEES MEETING REVIEW**

*Staff update to the Planning & Zoning Commission on recent decisions made by the Board of Trustees on various Land Use files.*

1. No update, Board of Trustees meeting cancelled on December 22, 2015.

### **OPEN DISCUSSION**

### **ADJOURN**



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## Planning and Zoning Commission Meeting Minutes December 15, 2015

### PRESENT

Stephen Richards  
Jesse Gregg  
Charlie Perkins  
Max Schmidt  
Cindy Callicrate

### STAFF

Tom Boni – Town Planner  
Matt Farrar-Assistant Town Planner  
Angela Haskins – Administrative Assistant

### ABSENT

Jason Cowles  
Jamie Harrison  
Donna Spinelli

This meeting was recorded and the CD will become part of the permanent record of the minutes. The following is a condensed version of the proceedings written by Angela Haskins.

### **CALL TO ORDER**

The regular meeting of the Planning and Zoning Commission held in the Eagle Town Hall on December 15, 2015 was called to order by Stephen Richards at 6:00 p.m.

### **APPROVAL OF MINUTES**

*December 1, 2015*

Perkins made a motion to approve the December 15, 2015 meeting minutes. Gregg seconded. Spinelli abstained. The motion passed unanimously.

### **PUBLIC COMMENT**

None

### **LAND USE PUBLIC HEARINGS**

*DR15-05, Second St. Suites Hotel*

Richards opened File No. DR 15-05, Second St. Suites Hotel, request for a Major Development Permit to construct a boutique hotel in the Central Business District located at 120 2<sup>nd</sup> St. and 214 Wall St. The applicant, Daniel Ritsch presented a draft plan of the project such as the benefits to the community and current idea's for the area. Ritsch asked the Commission for their input. Deliberations regarding parking issues and the parking study, and

the long-term rental, street improvements, restaurant access, landscaping, signage and density gave the applicant direction for the next Planning and Zoning Commission meeting.

Gregg made a motion to continue File No. DR 15-05, Second St. Suites Hotel to the next scheduled Planning and Zoning Commission meeting on January 5<sup>th</sup>, 2016. Callicrate seconded. The motion passed unanimously.

**TOWN BOARD OF TRUSTEE REVIEW**

Boni reviewed the TBOT trustees meeting. The Eagle River Corridor Plan is moving forward and staff is working on the ballot initiative. The HWY 6 Devolution is progressing forward with joint effort from the Town of Gypsum and CDOT.

**ADJOURN**

Perkins made a motion to adjourn the meeting. Gregg seconded. The motion passed unanimously. The meeting was adjourned at 7:35 p.m.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Stephen Richards – Planning and Zoning Commission

\_\_\_\_\_  
Date

\_\_\_\_\_  
Angela Haskins—Administrative Assistant



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## CERTIFICATE OF RECOMMENDATION

**TO:** Planning and Zoning Commission

**FROM:** Department of Community Development

**DATE:** Tuesday, January 5, 2016

**PROJECT NAME:** Second Street Suites Hotel

**FILE NUMBER:** DR15-05

**APPLICANT:** Daniel Ritsch

**LOCATION:** 120 2<sup>nd</sup> Street & 214 Wall Street

**APPLICABLE SECTION(S) OF MUNICIPAL CODE:**  
Section 4.06 (Development Review)  
Section 4.07 (Development Standards)

**EXHIBIT(S):**

- A. Aerial Photos
- B. Streetscape Design
- C. Downtown Parking Potential

**PUBLIC COMMENT:** See earlier comment by Fred Butler

**STAFF CONTACT:** Tom Boni - Town Planner

**REQUEST:** Applicant has revised this application after a study of market demand, service costs and construction costs. Because of the significant revisions proposed the Trustees remanded the application back to the Planning and Zoning Commission at their hearing of this file on November 10.

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**DISCUSSION:**

The proposed Second Street Suites Hotel is to be located at the corner of Wall Street and 2<sup>nd</sup> Street. The hotel will be located on two existing lots located at 120 2<sup>nd</sup> Street and 214 Wall Street. These properties are both zoned Central Business District (CBD). There are currently residential units on both properties which will be removed in order to allow for the construction of the hotel.

Since the Planning and Zoning Commission Hearing on December 15<sup>th</sup> the applicant has further revised his application with the overall goal of reducing the parking demand (fewer hotel units) and providing additional on-site parking. The two southern buildings have been reduced in size from nine units each to six units each. A new vehicular passage has been provided from Wall Street to the alley with parallel parking. Staff has met with the applicant and discussed our concerns and comments from the Commission. Applicant has agreed to make revisions to the site plan, roof lines, building materials and fenestration that should address these concerns and comments. Given the holidays, the applicant has not had sufficient time to resubmit drawings for final review by staff. Applicant requests to show the revised drawings at the hearing on January 5 and to continue Planning and Zoning Commission review of this file to the Commission's Hearing on January 19<sup>th</sup>.

As a component of the Major Development Permit, the applicant is requesting a Design Variance (please refer to Section 4.07.060) from the Town's Development Standards). The applicant is requesting that the on-street parking they are proposing to construct be credited as part of their off-street parking requirement. Please see further discussion on these Design Variances below.

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**DEVELOPMENT PLAN STANDARDS (SECTION 4.06)**

The standards for the review of a Development Plan, per Section 4.06 of the Land Use & Development Code, are:

1. Compliance with the Town's regulations, goals, policies and plans.
2. Any adverse impacts resulting from the proposed development are reasonably and adequately mitigated to minimize such impact.

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**FINDINGS FOR DEVELOPMENT PLAN****Land Use & Development Code:**

Per the Town's Land Use & Development Code, "Lodging, Temporary" and Commercial Uses are permitted within the Central Business District (CBD). The applicant has explained to Staff that they will be encouraging longer stays than are typical at a hotel catering to Interstate

customers but will not be permitting guests to stay for periods greater than three (3) weeks. This is length of stay permitted by this designation in the code for a conventional hotel.

Parking Standards require 1 space per hotel suite, 1 space per 300 square feet of office, and 1.5 space per 100 square feet of dining restaurant area and 1.5 spaces per 200 square feet of kitchen space. The hotel generates 20 space and the commercial space generates a minimum of 7 spaces if used entirely for offices and a maximum of 25 spaces if used entirely for restaurants.

Total parking demand of the proposal ranges from 27 to 45 spaces.

The applicant has shown nine on-site parking spaces with access from the alley and five on-site spaces along the new connector between Wall Street and the alley. There are three spaces to be constructed along the south side Second Street and eight spaces on the east side of Wall Street adjacent to this property for a total of 20 spaces. This brings the parking count to 25 spaces in areas traditionally allowed to accommodate parking using the variance procedure.

There are an additional 12 spaces on the east side of Wall Street in front of the single family home and Century Link Building to the south of the hotel. There are four spaces on the south side of Second Street which could be constructed. This category of on street parking totals 16 spaces.

If the above parking and adjacent streetscape improved the total on-street and off –street parking is 41 spaces. In considering the parking requirement, particularly for the potential restaurant space, there is a significant amount of shared parking that should be considered. For breakfast and lunch many patrons work in the vicinity and have parking at the worksite. For supper, the office uses in downtown are closed freeing up additional on street parking. There also would be hotel guests that arrive in the evening and leave in the morning.

Based on this analysis, staff believes that if the above referenced parking were constructed, a variance could be granted that would meet the variance standards.

**2010 Eagle Area Community Plan:**

The proposed Second Street Suites Hotel is located within an area designated as “Historic Town” on the Future Land Use Map of the 2010 Eagle Area Community Plan (2010 EACP). Intent “A” of the “Historic Town” Land Use Designation is to “preserve Eagle’s commercial and old town residential neighborhood character. New structures should be of appropriate scale, design and architecture to “blend in” with existing character.” In addition, Intent “H” of the “Historic Town” Land Use Designation reads “Encourage infill and redevelopment of underutilized lots. As the need for additional commercial space arises, retail and commercial uses should expand incrementally out from the Broadway Central Business District.”

In addition to being within the area designated as “Historic Town,” the site for the Second Street Suites Hotel is located within the “Town Center Character Area.” Planning Principle “B” of the Town Center Character Area states “Ensure that infill and redevelopment is compatible in design, context and scale with the existing development in the Town Center Character Area.” Furthermore, Planning Principle “J” states “Encourage infill and the redevelopment of rundown, outdated or underutilized parcels on U.S. Highway 6 and Broadway Street.” The Second Street Suites Hotel is an infill project that will redevelop an important and highly visible properties in the Town’s Central Business District.

Chapter 11 of the 2010 EACP discusses a variety of Goals, Policies and Strategies for encouraging Economic Development in Eagle. Recommended Strategy A, under Economic Development Policy 1.2, reads “Support opportunities to expand the number and diversity of businesses in Eagle.”

Staff believes that redevelopment of these two properties will be a great improvement to an important and highly visible intersection of the Central Business District and Highway 6. Staff believes that the proposed building with some modifications is generally compatible with the historic character of buildings in downtown Eagle. Staff is hopeful that the transformation of this corner will attract from people travelling on Highway 6 into downtown Eagle. Furthermore, the hotel will provide an opportunity for short-term lodging in the downtown area which does not currently exist. The proposed Second Street Suites Hotel works to achieve many of the Goals, Policies and Strategies defined in the 2010 EACP. It is Staff’s finding that the proposed Second Street Suites Hotel is in general compliance with the Town’s Land Use & Development Code, as well as in general compliance with the 2010 EACP.

**Adverse Impacts:**

The traffic impact analysis submitted by the applicant indicates that the change of use on the properties from residential uses to a hotel will generate 367 additional trip ends in an average week or 60 trips per day.” The addition of 2,000 square feet of commercial would generate between 60 to 212 trips per day. The site for the proposed hotel is located on the downtown street grid and therefore there are multiple routes to and from the site. The site is also easily accessible from Highway 6. Therefore, it is Staff’s judgement that the increase in vehicle trips will not result in a significant adverse traffic impact.

The applicant is requesting that the on-street parking they are proposing to construct be credited towards a portion of their required off-street parking. While any on-street parking constructed by the applicant will be available to the general public and will not be reserved specifically for hotel users, Staff believes that there is adequate parking within a comfortable walking distance of the hotel in the event that on-street parking is not available directly adjacent to the hotel. Therefore, it is Staff’s judgement that the proposed on-street parking may be credited towards the off-street parking requirement and would not result in a significant, adverse impact. See Exhibit C, Downtown Parking Analysis.

It is Staff’s finding that any adverse impacts resulting from the proposed development have been reasonably and adequately mitigated by the applicant.

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**DESIGN VARIANCE STANDARDS (SECTION 4.07.060)**

Per Section 4.070.060 of the Land Use & Development the body authorizing a development permit may grant a variance from the strict application of the requirements of Chapter 4.06 based on the following findings:

1. There exists on the property in question exceptional topographical, soil, or other sub-surface condition, or other extraordinary conditions peculiar to the site, existing buildings, or lot configuration, such that strict application of the regulation from which the variance is requested would result in peculiar and exceptional practical difficulties to or exceptional and undue hardship upon the applicant; OR
2. That the public good would be better served by granting the variance.

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**FINDINGS FOR DESIGN VARIANCE****Off-Street Parking Variance:**

Per Section 4.07.022.C.1.c of the Land Use & Development Code, “Temporary Lodging” is required to provide 1 parking space per separate unit. The proposed hotel will have 20-units and therefore is required to provide 20 off-street parking spaces. The applicant has shown that they will be able to provide 14 off-street parking spaces along the alleyway and the new connector. However, the remainder of the parking for the hotel and the parking for the commercial can be provided in the right of way on the south side of Second Street and on the east side of Wall Street.

It is Staff’s opinion that the public good is better served by allowing for the on-street parking to be counted towards the off-street requirement because the proposed streetscape improvements may not be feasible for the applicant if they are required to construct the required off-street parking on site. In addition the full utilization of these properties in the Town’s Central Business District will not occur if all parking for the proposed hotel is required to occur on-site. This would conflict with the Town’s goal to create a vital downtown neighborhood.

It is Staff’s finding that the public good is better served by granting the requested design variances.

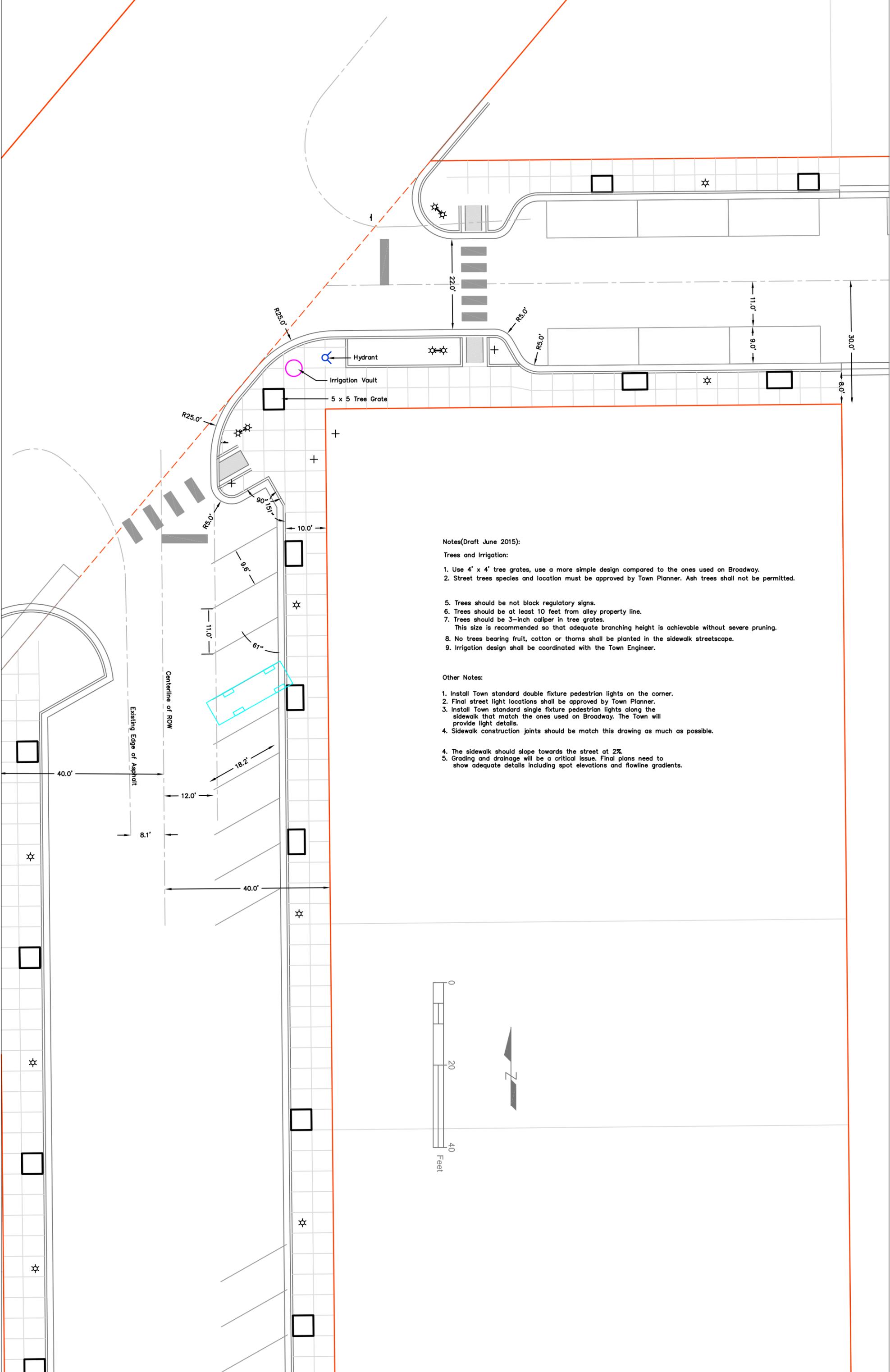
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**STAFF RECOMMENDATION**

Recommend continuance to the January 19 hearing to work with the applicant on building elevations, materials and a discussion of streetscape improvements. A lighting plan should also be submitted.

# W 2ND ST





Notes(Draft June 2015):

Trees and Irrigation:

1. Use 4' x 4' tree grates, use a more simple design compared to the ones used on Broadway.
2. Street trees species and location must be approved by Town Planner. Ash trees shall not be permitted.
5. Trees should be not block regulatory signs.
6. Trees should be at least 10 feet from alley property line.
7. Trees should be 3-inch caliper in tree grates.  
This size is recommended so that adequate branching height is achievable without severe pruning.
8. No trees bearing fruit, cotton or thorns shall be planted in the sidewalk streetscape.
9. Irrigation design shall be coordinated with the Town Engineer.

Other Notes:

1. Install Town standard double fixture pedestrian lights on the corner.
2. Final street light locations shall be approved by Town Planner.
3. Install Town standard single fixture pedestrian lights along the sidewalk that match the ones used on Broadway. The Town will provide light details.
4. Sidewalk construction joints should be match this drawing as much as possible.
4. The sidewalk should slope towards the street at 2%.
5. Grading and drainage will be a critical issue. Final plans need to show adequate details including spot elevations and flowline gradients.



# Downtown Parking Inventory 2015

- Existing Diagonal/Perpendicular Parking Spaces Paved
- Existing Diagonal/Perpendicular Parking Spaces Unpaved
- Existing Parallel Parking with Potential to Convert to Diagonal Parking Spaces
- Existing Parallel Parking Spaces Paved
- Existing Parallel Parking Spaces Unpaved
- Existing Perpendicular with potential to Convert to Parallel Parking Spaces

Note: Second, Capitol, and Howard Streets cannot park diagonal in ROW.

