

REGULAR PLANNING COMMISSION MEETING
MORRISON TOWN HALL
110 STONE STREET
TUESDAY, JULY 9, 2019
7:00 P.M. – 9:00 P.M.

(NOTE: ALL AGENDA ITEMS ARE ELIGIBLE FOR DISCUSSION AND POSSIBLE
VOTE BY THE PLANNING COMMISSION)

1. CALL TO ORDER
2. ROLL CALL
3. AMENDMENTS TO THE AGENDA
4. PUBLIC TO ADDRESS THE PLANNING COMMISSION
5. PRESENTATIONS AND HEARINGS
 - a) Comprehensive Plan Update
6. GENERAL BUSINESS
7. STAFF REPORTS
 - a) Planner
 - b) Town Manager
8. BOARD OF TRUSTEE MINUTES
 - a) June 4, 2019
 - b) June 18, 2019
9. ADJOURNMENT

Reasonable accommodation will be provided upon requests for persons with disabilities. If you require any special accommodation in order to attend a Planning Commission meeting, please call the Deputy Town Clerk at 303-697-8749. Next Regular Planning Commission meeting is Tuesday, August 13, 2019 at 7:00 P.M.

MEMORANDUM

Date: June 11, 2019
To: Morrison Planning Commission
From: Jennifer Woods, Town Planner
Subject: Planner Report
Attachments: 1. Proposed Sign and Outdoor Lighting Code Update
2. Project Tracking Chart, Updated June 2019



EVALUATING POSSIBLE CHANGES TO THE SIGN CODE FOR OLD TOWN ISSUES IDENTIFIED & PROPOSED CODE AMENDMENT

1. Lighting (Uplighting & Differing Brightness Levels)

The code does not regulate sign illumination levels specifically or uplight or glare as there are no aerial property lines. Additionally, the zero light trespass requirement is difficult to regulate, especially when the building or appurtenance a lit sign is placed on directly abuts or hangs over the right of way/sidewalk.

Proposed Code Amendment: Update the Outdoor Lighting Code and require BUG Rating System Lighting Zone 1 (B-1, U-0, G-1) and alternative lighting levels for Landmark Signs. Some light trespass, up to two (2) foot candles, will be allowed on an adjacent sidewalk if a sign or building lighting are placed on a wall or window of a business whose building is located on property lines abutting a sidewalk.

What is the BUG Rating System?

The Illuminating Engineering Society (IES) "Luminaire Classification System for Outdoor Luminaires," recommends evaluating fixtures based on three factors: Backlight, Uplight, and Glare (also called BUG ratings). BUG ratings are available from some light manufacturers based on photometric testing of the light fixture. The letter will indicate the type of feature being rated: B for Backlight, U for Uplight, and G for Glare. The number will correspond to a specific photometric reading from the light fixture that has been defined by the IES and is thus consistent among manufacturers.

Backlight ratings are intended to measure light thrown behind the light and potentially outside the area intended to be lit and potentially trespassing onto neighboring properties. Uplight ratings evaluate light shining above a 90 degree angle; an Uplight rating of U0 (Uplight - Zero) is equivalent to using a full cutoff (also called a fully shielded) light fixture. Glare ratings measure the light emitted from a fixture between the 60 and 90 degree angle below the horizontal. The light bulb must be adequately recessed inside the fixture edges and the fixture designed to reduce or eliminate light emitted from the fixture between 60 and 90 degrees below the 90 degree horizontal mark. This specification restricts sideways light more than a fixture with an Uplight rating of zero and is considered a full cut-off or fully shielded fixture.

2. Incompatible Sign Types & Sizes

Code specifies placement of metal signs in relation to electrical wires. The code assumes that metal signs are the only signs internally wired, but there are metal components in all wall and ground-mounted signs, including those that are externally illuminated. Additionally, glass and plastic materials used in signage are prohibited. The code assumes

these as sign types, but they are not defined in the code, and are really materials. As such, the assumed intent is to restrict incompatible sign materials.

Certain signs are intended for certain built environments. For instance, larger ground set signs should be utilized when buildings are setback from the street and their entrances may not be as visible, and therefore a freestanding sign visible from the street helps customers find the entrance to the establishment. Where buildings/businesses abut the street, monument signs would be unnecessary, but multi-tenant signs may be necessary. For signs intended to be visible to motorists, the size of a sign and its letter sizes should be based on a motorist's ability to see and comprehend a sign message in relation to the speed of the vehicle, which in Old Town should be 25 mph. As the code currently allows, a single business could have one 100 square foot sign (or two signs that are cumulatively 100 square feet) along with a 32 square foot ground mounted sign, which is a large amount of signage.

Site signs that are non-illuminated and less than six (6) square feet seem to be for informational, directional or pedestrian purposes and are also exempt from permitting. The height restriction of 42 inches assumes these are ground set signs, but they could also be window, wall and blade/hanging signs oriented to pedestrians. The setback requirements also assume the building is setback from the street, which many existing buildings directly abut the street and have no setback. A similar allowance should be provided for similar types of "small" signs, such as window or wall signs that either providing wayfinding or information for vehicles or pedestrians (Open/Closed, Entrance/Exit, Menu Board, Concert Poster, etc).

Proposed Code Amendment: Clarified sign clearance requirements and sign material types. The intent of exempting site signs has been expanded to wall and window signs under six (6) square feet under certain conditions, including no illumination. Restricted sign letter heights to a maximum of two (2) feet and reworked the Maximum Gross Surface Area of Signs allowed per district, including:

- Clarify that businesses may have a primary and secondary signs, also allowing only those businesses that are set back from the street to have a freestanding sign. As noted above, some additional signs may be allowed that do not require a permit.
- Reduce the ground-set sign size to 32 square feet (in all commercial districts where allowed for consistency).
- Only allow an uplighting exception for ground set signs under 10 feet in height and where landscaping is provided.

3. *No Design Standards Particular to Old Town Overlay*

The Old Town Historic Overlay is in a commercial zoning district. Many of the signs that would be considered characteristic are not internally illuminated, rather externally illuminated, artistically individualized signs. Many buildings are directly behind the sidewalk and on the property line, so minimizing illumination levels to the extent necessary for drivers to find businesses, while allowing signs to enhance the sidewalk/pedestrian environment and streetscape is the ultimate goal.

Proposed Code Amendment: Create a path for landmarking historic signs, instead of utilizing the variance process. Add design intent in coordination with the adopted design guidelines for Old Town Overlay District.

CHAPTER 1 ARTICLE I OUTDOOR SIGNS (Amended Section Only)

10-11-3: GENERAL STANDARDS:

- D. Prohibited Sign Types: No flashing signs, rotating or moving signs, animated signs, signs with moving lights or signs which create the illusion of movement shall be permitted. **No sign or sign lighting shall create a traffic hazard or a distraction to motorists or pedestrians or create a public nuisance.** A sign whereon the current time and/or temperature are indicated by intermittent lighting shall not be deemed to be a flashing sign.
- E. **Metal-Sign Clearances:**
1. ~~Signs constructed of metal and illuminated by a means requiring internal wiring or electrically wired accessory fixtures attached to a metal sign shall maintain a free clearance to grade of nine feet (9').~~
 2. ~~No metal ground sign shall be located within eight feet (8') vertically and four feet (4') horizontally of electric wires or conductors in free air carrying more than forty eight (48) volts, whether or not such wires or conductors are insulated or otherwise protected.~~
- F. ~~Glass And Plastic Signs~~ **Sign Materials:** Signs principally constructed of glass or glossy plastic materials shall be prohibited in all zone districts. Metallic signs shall be finished so as to eliminate any glare or reflection from the sign surface. No phosphorescent or reflective paint shall be used on any sign surface. All materials used shall be compatible with the historic character of the town and with surrounding uses and signage and shall, as nearly as possible, resemble natural materials.
- G. Illumination:
1. Illumination may be provided externally by an indirect and concealed source or the sign may be internally lit. ~~subject to the following limitations:~~ **Sign lighting shall not exceed the illumination levels provided in Chapter 8 Outdoor Lighting. Except:**
 - i. ~~Freestanding signs less than ten (10) feet in height may uplit provided that the light does not extend beyond the face of the sign and the area around the base of the sign is landscaped.~~
 - ii. ~~Landmark signs shall produce no more than three hundred (300) lumens (approximately the light emitted by a forty [40] watt incandescent bulb). In addition, any historic unshielded fixtures should be diffused if possible (i.e., using translucent glass instead of transparent glass), if diffusion is consistent with historical or cultural considerations.~~
 - 1.2. ~~a) no light shall shine directly beyond the lot on which the sign is located; b) neither direct nor reflected light shall create a traffic hazard or a distraction to motorists or pedestrians or create a public nuisance.~~
 3. Gas lit tubing may be used for window signs otherwise meeting the requirements of the sign code in commercial districts.

4. Lighting for signs shall be held to the minimum needed to convey the sign's message. Sign lighting shall not be so bright and distracting as to be a traffic hazard. External light sources for the purposes of sign lighting should be placed in an inconspicuous location where it will not obscure other features of the building.

H. Landmark Signs.

1. A Landmark sign is a nonconforming sign erected on 50 years ago or more, that has been determined by the Town Board to be, or identify, a significant community landmark..
2. The Town Planner shall classify a sign as a landmark sign if the sign complies with all of the following criteria:
 - i. There is evidence that the sign was installed on or before fifty (50) years preceding the date of submittal for landmark sign status; and
 - ii. The sign is, or identifies a use or business that is, generally recognized as a significant community landmark; and
 - iii. The sign, though nonconforming, is in harmony with the purpose and intent of the sign regulations.
3. A nonconforming sign may continue to exist if it is determined by the Town Manager or her/his designee that the sign qualifies as a landmark sign. Landmark signs may continue to exist except as follows: any landmark sign that undergoes a name change, or has twenty (20) percent or more of the text or structure changed shall be brought into conformance immediately with the current sign code.
- I. Legal Nonconforming Signs. Legal nonconforming signs may continue to exist except as follows:
 1. Any legal nonconforming sign that undergoes a name change, or has twenty (20) percent or more of the sign face or structure changed, shall be brought into conformance immediately with the current sign code.
 2. Any legal nonconforming sign that is damaged in excess of fifty (50) percent of the original value of the sign shall be brought into conformance immediately with the current sign code.
 3. Any legal nonconforming sign that is relocated or replaced shall be brought into conformance immediately with the current sign code.
 4. Legal nonconforming signs may be removed for cleaning and routine maintenance, i.e., repainting, cleaning, changing of lighting and wiring, and may be replaced without being brought into conformance with the current sign code.

~~2.~~

10-11-4: EXEMPTIONS

L. Site Signs: Site signs are freestanding signs constructed of vinyl, wood or metal that shall not exceed six (6) square feet per face and not more than forty two inches (42") high. Site signs shall be set back a minimum of five feet (5') from any property line and are limited to one per street frontage. **Except in the Old**

Town Overlay District, where site signs may be setback two (2) feet from the property line when buildings are setback from the sidewalk in the public right of way.

Q. Wall Signs: Wall signs are exempted from permitting when all of the following criteria are met:

1. Are oriented to pedestrians, not vehicles.
2. Affixed to a structure below the roofline or parapet.
3. Constructed of vinyl, wood or metal.
4. Shall not exceed six (6) square feet in area.
5. Shall not be illuminated.

R. Window Signs:

1. Are oriented to pedestrians, not vehicles.
2. Affixed to a structure below the roofline or parapet.
3. Constructed of vinyl, wood or metal.
4. Shall not exceed six (6) square feet in area.
5. Shall not be illuminated.

10-11-6: CT DISTRICT

- A. General: Signs may be erected, altered and maintained only for a permitted use in the district in which the signs are located; and shall be located on the same lot as the permitted use.
- B. Number Of Signs Permitted: Two (2) exterior signs, one (1) primary and one (1) secondary sign, are allowed per business on each wall, including projecting signs, roof signs and wall signs. In addition, one ground sign shall be permitted for each lot where the building in which the business is located is setback ten (10) feet or more.
- C. Maximum Gross Surface Sign Area:
1. ~~Wall signs, one hundred (100) square feet~~ Primary Sign. Each business is allowed one (1) primary sign not to exceed a size of 15% of the façade area on which it is placed.
 2. ~~Site signs, six (6) square feet; forty two inches (42") in height; five foot (5') setback limited to one per street frontage; no illumination~~ Secondary Sign. Each business is allowed one (1) secondary sign not to exceed 15 square feet in size.
 3. ~~All other signs~~ If the business is setback ten (10) or more feet from the public right of way, a freestanding sign may be allowed if its location maintains clear sight at driveways and shall not exceed, thirty two (32) square feet per sign face, not to exceed two (2) sign faces.
- D. Maximum Letter Height: No sign letter may exceed two (2) feet in height.
- D.E. Maximum Height: All signs, twenty feet (20'), except wall signs shall not project beyond the existing roofline or parapet.

- E.F. Minimum Height: None; except, any sign hanging over any pedestrian walkway shall maintain a clearance to ground of at least seven feet (7').
 - G. Required Setback: None; however, no sign shall extend more than six feet (6') over any property line and if located within the right of way is subject to Town Manager approval.
 - H. Design Guidelines for Signs in the Old Town Overlay District:
 1. Signs may feature art and be highly graphic in form, expressive, and individualized. Encourage signs to incorporate art, education, history, and other whimsical, creative, and informative elements.
 2. The landmarking of historic signs is strongly encouraged and the Town supports collaborative opportunities with local artists.
 3. Ensure that signage is representative of the business and compatible with the unique character and natural beauty of the Town of Morrison.
 4. Lighting of signage shall be compatible with the architectural character of the building and the surrounding area; and is compatible with signs on adjoining premises.
- F.

10-11-7: C1 AND C2 DISTRICTS

- A. General: Signs may be erected, altered and maintained only for a permitted use in the district in which the signs are located; and shall be located on the same lot as the permitted use.
- B. Number Of Signs Permitted: Two (2) exterior signs, one (1) primary and one (1) a secondary sign, are allowed per business on each wall, including projecting signs, roof signs and wall signs. In addition, one ground sign shall be permitted for each lot where the building in which the business is located is setback ten (10) feet or more.
- C. Maximum Gross Surface Area:
 - 1.5. Primary Sign. Each business is allowed one (1) primary sign not to exceed a size of 15% of the façade area on which it is placed. Wall signs, one hundred (100) square feet.
 - 2.6. Secondary Sign. Each business is allowed one (1) secondary sign not to exceed 15 square feet in size. Site signs, six (6) square feet; forty two inches (42") in height; five foot (5') setback limited to one per street frontage; no illumination.
 - 3.7. If the business is setback ten (10) or more feet from the public right of way, a freestanding sign may be allowed if its location maintains clear sight at driveways and shall not exceed All other signs, thirty two (32) square feet per sign face, not to exceed two (2) sign faces.
- D. Maximum Letter Height: No sign letter may exceed two (2) feet in height.
- D.E. Maximum Height: All signs, twenty feet (20'). No limitation for wall signs.
- E.F. Minimum Height: None; except, any sign hanging over any pedestrian walkway shall maintain a clearance to ground of at least seven feet (7').

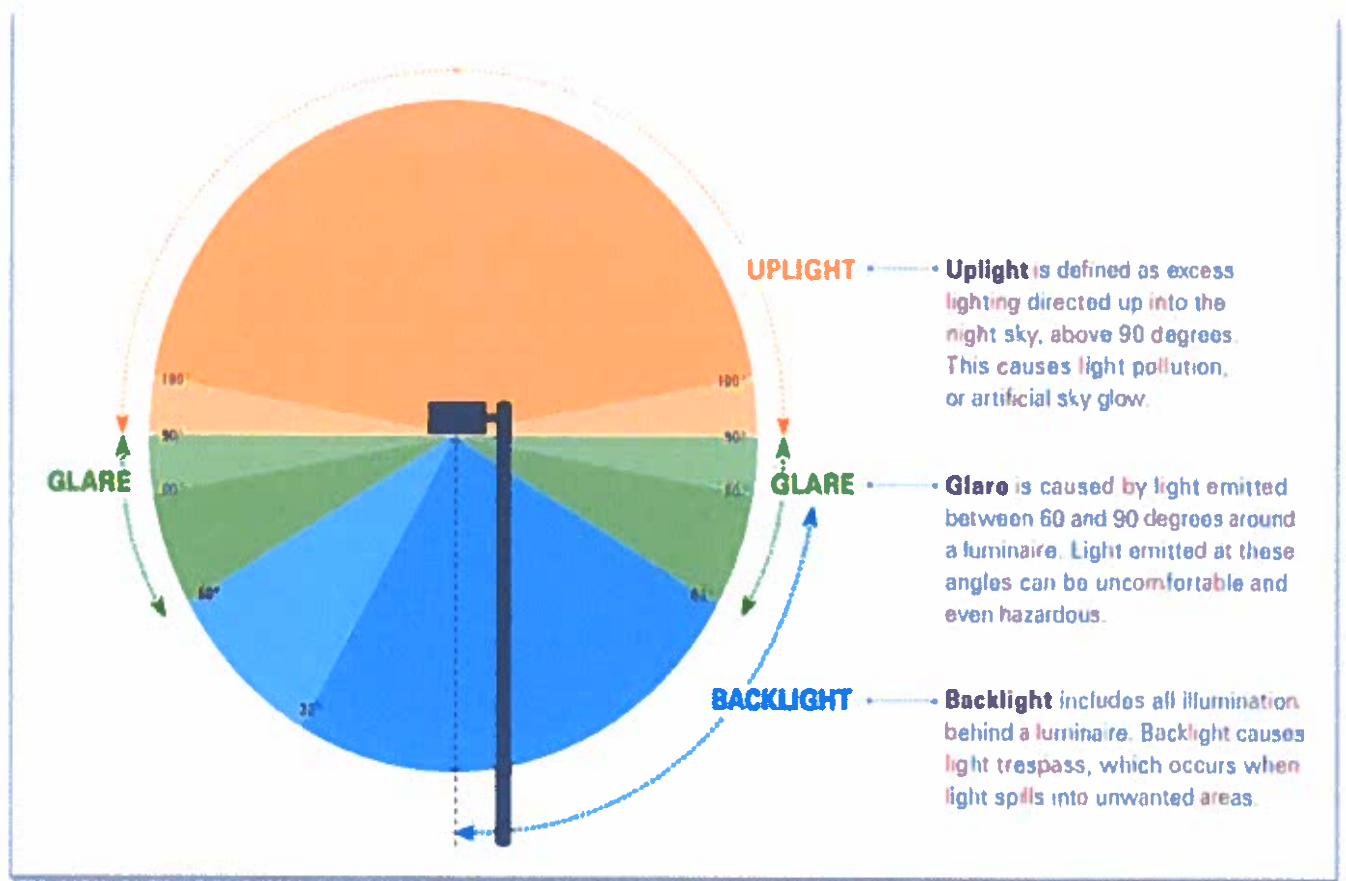
- G. Required Setback: All signs, fifteen feet (15') from the front lot line.

F.—.

CHAPTER 8 OUTDOOR LIGHTING

- A. Light Trespass Not Permitted: Outdoor lighting shall not cause light trespass on adjacent property or public rights of way, **except in the Old Town Overlay District where light trespass onto an adjacent to a public sidewalk may not exceed two (2) foot candles.** This restriction is the overarching standard to be applied to all outdoor lighting considerations.
- ~~G.B. Light Sources Shall Be Concealed: Any light source that is not fully shielded shall use material other than a clear lens material to enclose the light source. The point light source shall not be visible from adjacent properties or rights of way.~~ **All lighting shall comply with the BUG Rating Lighting Zone 1 (LZ1) as required by The Illuminating Engineering Society (IES) "Luminaire Classification System for Outdoor Luminaires," as amended. The letter will indicate the type of feature being rated: B for Backlight, U for Uplight, and G for Glare and is visually represented in Figure XX below. The number will correspond to a specific photometric reading from the light fixture that has been defined by the IES and is thus consistent among manufacturers. The BUG Rating for LZ1 is B-1, U-0 and G-1.**

Figure XX. BUG Diagram



C. Color Temperature Higher Than Three Thousand Four Hundred Kelvin: Outdoor light sources with a correlated color temperature higher than three thousand four hundred (30400) K are prohibited within the town; including, but not limited to: LED, mercury vapor, cool metal halide, low pressure sodium, neon and fluorescent.

F. Upward Direction Lights: Upward direction lights (architectural, landscaping, decorative, etc.) must be shielded so there is no light trespass. In addition, lights for this purpose shall be fully contained within the vertical surface of the wall or object illuminated; this requirement may be satisfied either by an opaque top panel to the fixture, or by architectural overhang of the building so lighted. Light sources of upward direction lights shall not exceed thirty five (35) watts and shall not be visible from the property line or any public right of way.

M. Maximum Intensity: Maximum intensity of any outdoor lighting shall be ten (10) foot-candles, measured at ground level, except as otherwise provided herein.

Morrison
Project Tracking Chart
May 2019

Project Name	Project Description	Project Location	Submit Date	Approval Date	Project Status	Applicant	Contact	Comments
Active Projects								
Bear Creek Nursing & Rehab	Lighting Compliance	150 Spring St	4/1/2019		Applicant Correcting	Genesis HC/Bear Creek Nursing and Rehab Center	darendall@greinerelectric.com or Matthew.Korn@ggraybar.com	After emailing with the lighting installer, Town Manager, staff, directors from Genesis/Bear Creek N & R Cr, lighting installer and lighting consultant the lighting installer is reducing an CCR to <3,400 K and reducing light trespass levels to 0 at the property lines. The center will attempt to relocate its ADA stairs where lighting is more compatible with ADA requirements (while still in compliance with ADA standards). Staff recommended additional tree planting to help screen the lights above 25 feet, in addition to screening at the street level. Estimating 12 weeks for completion.
2019 Morrison Sign Code Update	Update Signs in Old Town Historic Overlay District	Old Town	6/1/2019		Adoption hearings (TBD)	Town of Morrison	Jennifer Woods	2/8/19 Rec'd Authorization to Proceed; 3/12/19 PC Agenda; PC continued to 4/9 mtg to address LED Lighting vs. LED signs, they want Lumens (light pollution concerns) addressed, no moving parts, provide info on LED is an electronic message board; 4/9 meeting to discuss LED lighting and signage, gave staff go ahead to provide some prescriptions that follow the trend of the historic downtown overlay, including lighting; 5/14 to discuss night time sign survey and possible solutions to identified issues; public hearing 6/11
Walker Special Use Review	Special Use Review for Recreational and Social Facility	3153 Hwy 93	2/27/2019		Awaiting Applicant Response	Aaron and Kathryn Walker	aaronwalker@townofmorrison.com	6/25/18 Pre Application meeting; 3/7/19 Completeness Review; Rec'd revised Site Plan showing improvements within Town limits; Referrals Due on 4/5/19; Sent applicant referral letter on 4/5
2019 Small Cell Wireless Design Guidelines	Design standards or guidelines for small cell facilities	Old Town	2/8/2019		Data Gathering	Town of Morrison	CM	2/8/19 Rec'd Authorization to Proceed; Data Gathering - Target Fall work session
105 Canon Redevelopment	Minor Resubdivision, ROW Vacation, Floodplain Dev Permit	105 Canon St	4/1/2019		Vacation Public Hearing 5/14; Sub. & Variance Awaiting Applicant Response	Kenneth Ferrer	Kenneth Ferrer	1/15/19 Checklist/Completeness review comments provided; 1/23 Pre-planning mtg took place; 2/11 follow-up mtg took place (decided to proceed with rebuilding main house first, determined no longer historic due to exterior modifications/permits pulled in 1990s, determined by legal no variance required to rebuild house due to fire damage); plans to come in for minor resub, re-w vaca, and Floodplain permit after pulling permits on main house; 4/1 Submittal deemed complete; application sent out for referral 4/8 (due 4/20); Notice sent to Neighbors on 4/8; Reviewer responses sent to applicant on 5/1; Applicant pursuing only the vacation at this time (Planning Commission public hearing on 5/14) - no resubmittal has been provided for the resubdivision or variance request.
2018 Comprehensive Plan Amndt/Rezoning	Re-evaluate future land uses in NW Morrison	North of Bear Creek Ave, West of Mt. Vernon	6/21/2018		PC Adoption Hearing 4/9/19	Town of Morrison	CM	1/17/13 PC recommended to proceed with Comp Plan Amndt only; 11/20 Board tabled until 1/1; 1/4/19 direction provided from Board to proceed with Comp Plan Amndt (no rezoning); 2/6-2/7 staff report provided to Town Manager; 3/12 PC Adoption hearing was continue to 4/9. No support for MU but liked all other edils; 4/9 Hearing continued till 6/11 to remove Red Rocks Cr growth impact references.

Morrison
Project Tracking Chart
May 2019

Project Name	Project Description	Project Location	Submitter Date	Approval Date	Project Status	Applicant	Contact	Comments
Outside Referrals								
470 and West Quincey Ave	Notice of Application for Rezoning, Plat, and SDP for construction of a gas station and convenience store, multi-tenant retail, hotel/hospitality, and office/industrial flex use buildings.	470 and West Quincey Ave.	5/10/2019		No comments submitted	Hawkins Development	Justin Montgomery jmontgom@efico.us	Notice of Application (19-106659PA), referral pending
Red Rocks Ranch Filing 2	Jeffcott Referral Pre & Final Plat to subdivide the property into 410 lots for single family detached/detached units, a commercial superior, and tracts for future residential development and school and park land	NE Corner of C-470 and Morrison Rd (bound by W. Yale Ave. to North and S. Indiana St. to East)	4/24/2019 (2nd Submittal)		Awaiting Resubmittal	Rick Engineering	Case Manager Contact Information: jmontgom@jeffco.us	2/13/19 rec'd referral from Jeff Co (missed 1st round) - Pre & Final Plat to subdivide the property into 410 SF detached/detached units, commercial superior, and tracts for future residential dev, school & park land; 2/21 referral comments issued; 4/24 2nd referral response submitted 5/7 requesting to review the Subdivision Improvement Agreement.
Red Rocks Ranch Floodplain Permit 19-104205FPA	Floodplain permit application for a Conditional Letter of Map Revision, Rooney Gulch.	NE Corner of C-470 and Morrison Rd (bound by W. Yale Ave. to North and S. Indiana St. to East)	3/19/2019		Greg Weeks Review	IMEG (Town Floodplain Engineer)	Lindsey Wire: lwire@co.jefferson.co.us	Comments due 4/2 - Sent to Greg Weeks to review; 3/24 CM follow up to have Greg send comments to us
Red Rocks Ranch Filing No. 2	Alternative Standard Request	NE Corner of C-470 and Morrison Rd	1/23/2019		Awaiting Resubmittal	Rick Engineering	Lindsey Wire: lwire@co.jefferson.co.us	2/13 referral comments issued
Indigo at Red Rocks Filing No. 4	Major Site Plan and Major Subdivision Final Plat	2800 S Rooney Rd	2/25/2019		Awaiting Resubmittal	Baseline Corp	Kara Mueller karmue@lakewood.org	FA-19-002 & SP-19-005; 2/25 comments issued
Indigo at Red Rocks Filing No. 5	Minor subdivision and major site plan to plat and develop 24 townhome units	2800 S Rooney Rd	5/7/2019		Awaiting Resubmittal	Baseline Corp	Kara Mueller karmue@lakewood.org	SP-19-013 & FI-19-008; 5/24 comments issued
Indigo at Red Rocks Apartments	Major site plan for 160 apartment units	2800 S Rooney Rd	5/7/2019		Awaiting Resubmittal	Baseline Corp	Kara Mueller karmue@lakewood.org	SP-19-014; 5/24 comments issued
Solera Filing No. 21	61 townhome units	2300 S McInyre St	4/25/2019		Awaiting Resubmittal	PlanVest Inc.	Kara Mueller karmue@lakewood.org	FI-19-007 & SP-19-012; 5/17 comments issued
3051 S Rooney Road	Rezone, Amend ODP to modify and expand allowed uses	3051 S Rooney Rd	1/11/2019		Awaiting Resubmittal	Rooney Road LLC and Thrilly III LLC (John Bandinere)	Justin Montgomery jmontgom@jeffco.us	1/16/19 referral comments issued
Mountain Villages at Willow Springs	Rezone from A-2 and C-1 to PD to allow age-restricted housing 55+ in the form of single family, multi-family, and convenience commercial	17000 Bellevue Ave	4/24/2019		Awaiting Resubmittal		Milke Madrid mmadrid@co.jefferson.co.us	12/12/17 rec'd 1st referral from Jeff Co; 1/21/18 referral comments issued; 4/24 3rd Referral, comments sent 5/1 (no additional comments; applicant stated they would meet with the Town; let JeffCo know and will update them if the applicant meets with the Town)
Approval Projects								
Block 24 and Block 27, Morrison Annexation	Annexation and Zoning	3636 4th St	10/24/2018	1/3/2019	Approved with conditions	Sean and Celeste Forey	Sean Forey/Jamie Chambers	1/31/19 Board approved with conditions
120 Bear Creek Ave. Sign Permit	Sign Permit	120 Bear Creek Ave	2/21/2019	3/1/2019	Approved	Danielle Zimmerman from Fort + Horn	Lyndsey Paavilainen	2/21/19 MG reviewed Sign Permit application and sent comments to applicant
Meadowswest Gifts and Wellness	Sign Permit	120 Bear Creek Ave, A	5/13/2019	5/24/2019	Approved	Talal Franz	Talal Franz herfnalcherry@gmail.com	3/14 Rec'd sign application; 3/17 MG sent comments to Talal to address; 5/21 Talal submitted review comments; 5/24 MG drafted final approval and sent to applicant
Potential Projects								
Bandinere Parking Lot Expansion	SDP	3401 S Rooney Rd (Parcel 40-363-00-004)			Awaiting Submittal of Pre-App Materials	Bandinere	Ben Thurston, Baseline Engineering	11/22/2018 Initial inquiry rec'd; 1/15 response provided; 1/16 CM took calls with Town Manager and Legal to determine process
Aggregate Industries PUD Amendment	PUD Amendment				Awaiting Submittal of App Materials	Aggregate Industries	Joel Bockley & Ben Thurston jbockley@baseline.us.com	4/1 Meeting with applicant; 4/15 sent meeting notes to applicant after staff review; 6/7 applicant follow up

**TOWN OF MORRISON BOARD OF TRUSTEES
MORRISON TOWN HALL, 110 STONE STREET
REGULAR MEETING OF THE BOARD OF TRUSTEES
TUESDAY, JUNE 4, 2019
6:00 P.M.**

Call to Order. Mayor Sean Forey called the regular Town Board Meeting to order at 6:03 P.M.

Roll Call. Mayor Sean Forey, Venessa Angell, Earl Aukland, Katie Gill, Debora Jerome, and Paul Sutton were present. Trustee Christopher Wolfe was absent. A quorum was established.

Staff Present. Kara Winters (Town Manager), Gerald Dahl (Town Attorney), George Mumma (Police Chief), and Lyndsey Paavilainen (Town Clerk).

Amendments to the Agenda. Item 6e, Sewer Service for Indigo Properties in Rooney Valley, was removed from the Agenda. Item, Community Resilience Initiative, was added under General Business as item 6e.

Public to Address the Board.

Maja Stefansdottir, 202 Spring Street. Stefansdottir had concerns with the drones that were flying through her neighborhood over the weekend. Stefansdottir questioned if the Town could address the legalities of allowing drones in Town.

3664 Soda Lakes Property Comments.

Margaretta Caesar, 102 Canon Street. Caesar stated she is not interested in the Town “selling its soul” regarding the tax revenue a hotel would generate for the Town. Caesar also stated she does not believe a boutique hotel is a three story, 100 room building and concluded she is opposed to the hotel concept as it would scar the hogback.

Brian Bogert, 211 Red Rocks Vista Drive. Bogert stated he is in support and in favor of the hotel as he thinks it would benefit the Town and its businesses in the long run. Bogert made mention to the previous hotel proposal and believes the Town missed an opportunity and does not want to see the same opportunity missed. Bogert stated the property is going to be developed, regardless if it is in Town, and would like to see the development benefit the Town as a tax base source as the Town cannot sustain on traffic revenue forever.

Brewster Caesar, 102 Canon Street. Caesar stated he is conflicted with the hotel idea; he understands it is important for the Town to diversify the General Fund’s revenue stream and wean its reliance on court revenues, but does not think a hotel is the best use for the property. Caesar believes the property may be best developed as a parking lot for access to the trails and for over-flow parking. Caesar questioned if Jefferson County would reconsider their parking lot development restrictions for when they create trails, they create a need for additional parking which needs to be addressed. Caesar concluded he believes the current hotel proposal is better than the previous proposal but does not like the developer’s request for public improvement project funding and would not like a “box-like” building to be developed in a prominent position.

Shari Raymond, 111 Canyon Vista Lane. Raymond first thanked the Board for tackling a “thankless” job and for keeping the Town on financial track, as she believes this is the first time the Utility Fund is self-sustaining and not reliant on the General Fund.

Raymond then stated she is neither opposed or in favor for the hotel at this time and would like more information. Raymond added she thought the Town missed out on a good opportunity with the previous proposal and urged the Board to review the proposal carefully, as she does not want a repeat of the previous proposal.

Kathleen Dichter, 109 Spring Street. Dichter stated she is in favor of the hotel as she believes it would help with the Town’s revenue sources, although it may not be aesthetically pleasing. Dichter also urged the Board to be efficient with the progression of the proposal and concluded she does not believe a hotel would “kill” the Town.

Dichter lastly requested for the 1st place runner from the REVEL Rockies Marathon to be highlighted in the upcoming Hogback.

Reza Ardehali, 2015 Bear Creek Avenue. Ardehali first stated the Town’s business owners are in favor of the hotel citing the changing economy as a driver. Ardehali connected the rising cost of living, law of diminishing return, decreasing patron guest count, and change in Red Rocks’ booking logistics as the competing dynamics for a changing community in Town. Ardehali urged the Board to consider the struggling businesses and economic changes when making their decision on the hotel proposal. Ardehali finally requested for the Board to visualize how they want their Town to look and to respect the need for revenue sources for the Town and businesses of the Town.

Gary Briggs, 505 Bear Creek Avenue. Briggs first questioned some logistics of the Town’s revenue stream regarding Red Rocks Ranch and water and sewer. Secondly, Briggs stated he believes the Town missed out on a good opportunity with the previous hotel proposal and thinks the Town and businesses would all benefit from the increase in revenue a hotel would bring.

Letter from the Cliff House Management.

Saif Pratt, 121 Stone Street. Pratt stated the Cliff House has been experiencing a decrease in revenues and has been looking at ways to diversify. In their efforts to diversify, Pratt stated they have been holding public events and is requesting for the continuance of these events with hopes of promoting tourism and drawing patrons into the businesses. Pratt added he has recently taken over as the Cliff House Manager and wanted to introduce himself to the Board with hopes of mending the Town and Cliff House’s relationship. Pratt concluded he would like to abide by the Town and would like to know how the Cliff House can help with Morrison.

Forey first stated the Board can direct Dahl to review surrounding municipalities’ restrictions regarding drones, referencing Stefandottir’s concerns. Secondly, Forey thanked the residents and businesses for their comments regarding the hotel. Thirdly, in regards to the Cliff House, Forey mentioned a permit needs to be filed and approved by the Town in order to hold a public event. Fourthly, Forey explained the PIF agreement with Red Rocks Ranch and stated the businesses are an important part of the Town and reassured the businesses that the Board has

them in mind when making decisions. Lastly, Forey urged the businesses and residents to complete the Town survey.

Aukland requested for those opposed to the hotel proposal to generate other ideas on how the Town can diversify its revenue stream and to present their ideas to the Board.

Presentations and Hearings. None.

General Business.

Ordinance 474- An Ordinance Amending Municipal Code Section 1-14-3 Concerning Eligibility for Reimbursement of Expenses Through The Education Assistance Program. Dahl stated approving education courses and tuition reimbursement is an administrative function and unnecessary for the Board to approve. Winters requested to add the ability for the Mayor to approve courses for the Town Manager in the event the Manager wanted to take courses. Angell made a motion to approve Ordinance 474 An Ordinance Amending Municipal Code Section 1-14-3 Concerning Eligibility for Reimbursement of Expenses Through the Education Assistance Program with the changes as noted. Gill seconded the motion. All present voted in favor.

Ordinance 475- An Ordinance Amending Section 1-4-1 Of the Morrison Municipal Code Concerning Penalties. Dahl stated this ordinance would allow for the ability to cite for continuing violations. Sutton made a motion to approve Ordinance 475- An Ordinance Amending Section 1-4-1 of the Morrison Municipal Code Concerning Penalties. Angell seconded the motion. All present voted in favor of the motion.

Ordinance 476- An Ordinance Amending Title 3, Chapter 1 of the Morrison Municipal Code Concerning Business Licenses. Dahl reviewed the proposed amendments to the code of: removing the ability for business license denials to be appealed to the Board, the removal of a required character and background check on new general business license applicants, the addition of the ability for the Town Manager to refer Special Event Licenses to the Board for a decision, and to empower the Town Manager, or their designee, to report to the Liquor Enforcement Division of the approval of a license. Dahl also suggested the removal of arbitrary numeric requirements of the number of vendors and length of days for a special event in code section 3-1-9(b) to allow for a more general description. Jerome made a motion to approve Ordinance 476- An Ordinance Amending Title 3, Chapter 1 of the Morrison Municipal Code Concerning Business Licenses with the addition of the amendment to code section 3-1-9(b). Gill seconded the motion. All present voted in favor.

Spring Street Bridge Engineering Proposal. The Board had concerns that the proposal was only for the evaluation of the bridge and did not include the possible replacement or repair of the existing bridge. The Board directed Winters to get bids on pre-fabricated bridges.

Community Resilience Initiative. The Board gave Winters permission to apply to the Xcel Initiative Program.

Departmental Reports.

Public Works. The Board discussed Evergreen’s erosion problems in regards to the BCWA report and their action to mend the issues.

Police Department. The Board commented on the number of DUI’s in Town. The Board also appreciated the Chief’s traffic management experiment and his report concluding the Police Department’s current management practice is the most efficient. Auckland gave kudos to the Department for their event support for the REVEL Rockies Marathon.

Town Manager. Winters questioned if the Board would be interested in having Old West Shoot Out Shows in Town. The Board stated they would like more information.

Town Attorney. Dahl stated he is working on the International Building Codes ordinance and it will be on the upcoming Agenda.

Consent Agenda. Gill made a motion to approve the Consent Agenda dated May 21, 2019. Sutton seconded the motion. All present voted in favor of the motion.

Board Comments. The Board requested for a final email to be sent out to the residents and businesses reminding them to participate in the Town Survey.

Dahl indicated he will bring drone enforcement options to the Board at their next meeting.

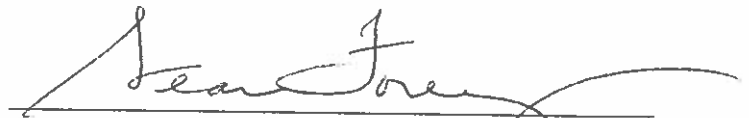
Gill had concerns with received complaints regarding REVEL’s noise and the possibility of amplified music during the event.

The Board discussed how the Cliff House’s Howl at the Moon events were not issued a permit for their previous two events and their concerns with permitting another event of theirs due to code violations. Winters stated the Cliff House could play amplified music as long as it adhered to the Noise Ordinance.

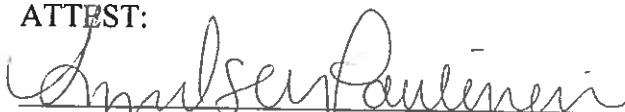
Hogback Article Discussion. Sutton stated he would include Dichter’s request for highlighting the 1st place REVEL Rockies Marathon finisher in the Hogback.

Adjournment. The regular meeting was adjourned at 7:37 P.M.

TOWN OF MORRISON


Sean Forey, Mayor

ATTEST:


Lyndsey Paavilainen, Town Clerk



**TOWN OF MORRISON BOARD OF TRUSTEES
MORRISON TOWN HALL, 110 STONE STREET
REGULAR MEETING OF THE BOARD OF TRUSTEES
TUESDAY, JUNE 18, 2019
6:00 P.M.**

Call to Order. Mayor Sean Forey called the regular Town Board Meeting to order at 6:00 P.M.

Roll Call. Mayor Sean Forey, Trustees Christopher Wolfe, Venessa Angell, Debora Jerome, and Paul Sutton were present. Trustees Earl Aukland and Katie Gill were absent. A quorum was established.

Staff Present. Kara Winters (Town Manager), Gerald Dahl (Town Attorney), and Lyndsey Paavilainen (Town Clerk).

Amendments to the Agenda. None.

Public to Address the Board.

David Killingsworth, 403 Bear Creek Avenue. First, Killingsworth stated he had concerns with Red Rocks traffic control and does not agree with the tactic of cutting off part of the Town. Second, Killingsworth suggested that the Board holds “meet and greet” meetings with the community as a way to open lines of communication between the Board and their constituents. Third, Killingsworth stated he is still in favor of the hotel as he believes it will help the businesses and community. Forth, Killingsworth gave thanks to Fritz and the Public Works crew for cleaning up the water this weekend and questioned the possibility of leasing out the Sewer Jetter to businesses in Town to clean their own lines.

3664 Soda Lakes Property Comments.

Gary Briggs, 505 Bear Creek Avenue. Briggs stated he is in favor of the hotel and believes the majority of his customers are in favor of the hotel as well. Briggs also believes the potential lodging tax revenue would be positive for the Town and the influx of people the hotel would bring to Town would be good for the businesses.

Maxine Grisham, 121 Canyon Vista Lane. Grisham stated she has lived in the Town since 1972 and during this time has seen changes to the area including the building of C-470. Grisham stated at the time, residents were opposed to the construction of C-470 stating it would “dry up the Town”, and that has proven to not be the case. Grisham stated she is in favor of the hotel and would like to see the Board accept a proposal similar to the previous hotel application. Grisham concluded she believes a hotel is a better use of the land than other options but does not want to see a multi-family housing project.

Jamee Chambers, 207 Bear Creek Lane. Chambers stated she believes the hotel would be beneficial for the Town and would like to be able to consider the deal and have the opportunity to review the details.

Kathleen Dichter, 109 Spring Street. Dichter stated she is in favor of the hotel as it would bring value to the Town. Dichter also thanked Town Staff for getting a resident’s dog home safely.

Mayor Forey thanked the residents and businesses for their feedback regarding the hotel and for participating in the survey, which the Town should have the results from soon. Forey stated once the survey responses have been compiled, the Board will speak with the land owner and return for discussion. Forey reassured the public, the Board's requests for input regarding a potential hotel was to get a general idea of how the community felt about a proposal and an official application or proposal has not been made.

Winters entered into the record a letter from Jeff Bradley/ Bear Creek Development regarding the hotel proposal. Winters also stated if one did not get the opportunity to enter a comment into the public record, they are able to send her a letter or email.

Presentations and Hearings.

Country Kitchen- License Agreement for Sign in Right of Way. Winters stated County Kitchen applied for a sign permit where the sign pole is located in the Town's right of way. Winters recommended the fee for the application to be equivalent to attorney's fees for review and preparation of the agreement. Wolfe made a motion to permit encroachment of the sign in the Town Right of Way at 403 Bear Creek Avenue and for the fee of the license to be equivalent to attorney fees. Angell seconded the motion. All present voted in favor of the motion.

Fritz Fouts- Sewer Jetter Proposal. Fouts stated main sewer lines need to be jetted every year and in previous years the Town has contracted out for this service. Fouts stated upon purchasing a jetter, the Town would end up saving money in about 5 years due to the ability to complete the jetting in house, especially with the addition of the Mount Carbon lines. Fouts added that a diesel jetter would last a while, as long as it is taken care of, and a hot water jetter would be ideal. Wolfe made a motion to purchase a hot water jetter in the amount not to exceed \$80,000. Sutton seconded the motion. All present voted in favor of the motion.

General Business.

Spring Street Annexation Petition. Winters stated the adjacent property owners submitted a petition to annex the Spring Street Bridge.

Resolution 2019-05- Initiating Annexation Proceedings and Notice of Hearing. Wolfe made a motion to approve Resolution 2019-05-Initiating Annexation Proceedings and Notice of Hearing. Angell Seconded the motion. All present voted in favor of the motion.

Ordinance 477- An Ordinance Repealing and Reenacting Certain Sections of Title 9 of the Morison Municipal Code Concerning The Building Code, The Residential Code, The Mechanical Code, The Fuel Gas Code, The Plumbing Code, The Fire Code, The Energy Conservation Code by Reference Together with Local Amendments to Said Codes and Penalties For Violation of the Same. Dahl stated due to the requirements of adoption by reference and inclusion of amendments and penalty provisions, there will be two readings of the Ordinance with a scheduled hearing date set for July 16th. Jerome made a motion to approve Ordinance 477- An Ordinance Repealing and Reenacting Certain Sections of Title 9 of the Morrison Municipal Code Concerning the Building Code, The Residential Code, The Mechanical Code, The Fuel Gas Code, The Plumbing Code, The Fire Code, The Energy Conservation Code by Reference Together With Local Amendments To Said Code and Penalties for Violation of the Same on First Reading, Publish Notice of Hearing As Required By Statute.

And Schedule for Public Hearing and Final Adoption on July 16, 2019. Angell seconded the motion. All present voted in favor of the motion.

Red Rocks Change Order. Winters stated this change order is for the Red Rocks Wastewater Project for additional project management costs. Winters confirmed these are pass through costs. Wolfe made a motion to approve the Red Rocks Wastewater Project Change Order No. 4 in the amount of \$22,787.00. Sutton seconded the motion. All present voted in favor of the motion.

Updated Engagement Agreement- Alperstein & Covell. Angell made a motion to approve the updated Engagement Agreement with Alperstein & Covell. Wolfe seconded the motion. All present voted in favor of the motion.

Departmental Reports.

Court. No questions. No comments.

Accounting. No questions. No comments.

Town Manager. Winters stated the 2018 Audit presentation will be held at the next meeting.

Town Attorney. Dahl reviewed the options the Board has for regulating drone flight in Town. The Board decided to not take any action at this time.

Building Department. No questions. No comments.

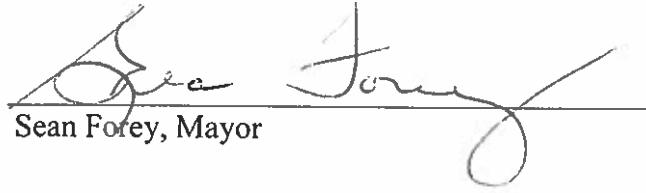
Consent Agenda. Angell made a motion to approve the Consent Agenda dated June 4, 2019. Wolfe seconded the motion. All present voted in favor of the motion.

Board Comments. Sutton stated he is looking forward to reviewing the survey responses. The Board questioned the new cooler at Country Kitchen and if it was a permanent addition. Winters stated the cooler was installed without permits, but has been working through the required permits with the applicant to help them become compliant. Wolfe had concerns with a portable sign that he saw located at the Town's entrance and questioned if it was permitted to be there.

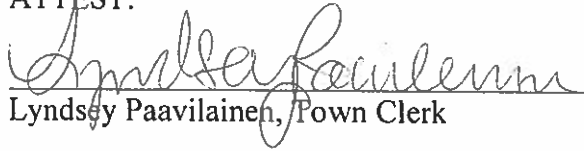
Kim Congello, 300 Spring Street. Congello addressed the Board and thanked the Police Department on behalf of Maja Stefansdottir.

Adjournment. The regular meeting was adjourned at 7:04 P.M.

TOWN OF MORRISON


Sean Forey, Mayor

ATTEST:


Lyndsy Paavilainen, Town Clerk

