

Weston Burrer
Chair

Brian Lucas
Vice Chair

Jeff Falletta



Planning & Zoning Commission

Chris Kaufman

Brandice Eslinger

Jean Latka

Raymond Seybold

REGULAR MEETING

City of Pueblo, Colorado

Wednesday, January 9, 2013 – 3:30 p.m.

City Council Chambers – 301 West B Street

Minutes

MEETING CALLED TO ORDER

The meeting was called to order at 3:30 p.m. with Chairperson Weston Burrer presiding.

Commissioners Present: Weston Burrer, Brandice Eslinger, Jeff Falletta, Chris Kaufman, Jean Latka, Brian Lucas, and Raymond Seybold.

Staff Members Present: Jeff Bailey, P.E., Assistant City Manager for Development Services; Paul Willumstad, Attorney for the Planning and Zoning Commission; Pepper Whittlef, Transportation Engineer; and Kelly Grisham, Planner.

APPROVAL OF AGENDA

Motion was made by Commissioner Latka to approve the agenda, seconded by Commissioner Lucas. **Motion passed 7-0.**

PUBLIC HEARINGS AND ACTION

Chairperson Burrer and Commissioner Eslinger recused themselves from this agenda item. Acting Chairperson Lucas assumed the gavel.

1. **DPR-12-01 – Development Plan Review:** Pueblo County Emergency Services Center. Generally located between Main Street and Santa Fe Avenue, and 10th and 11th Streets.

BACKGROUND

Staff report given by Kelly Grisham.

The applicant is requesting Development Plan approval to construct a 25,116 square foot Pueblo County Emergency Services Center Building, with a building footprint of approximately 18,000 square feet. The construction will also include the associated site improvements in the newly rezoned S-1 Zone District. The facility will be located on a 2.07-acre parcel, located on the recently subdivided Lot 1, Block 1, Pueblo County Emergency Services Center Subdivision. The subject property is located in Downtown Pueblo, north of

10th Street and the Pueblo City-County Health Department, east of Main Street and the Pueblo County Courthouse, south of 11th Street, and west of Santa Fe Avenue. This property is currently being used as a parking lot and the Pueblo County Conference Room. Staff has reviewed the plan for conformance with the following requirements of the Pueblo Municipal Code:

Site Character – This neighborhood is a mix of commercial and governmental uses; therefore, the proposed governmental use is consistent with the neighborhood.

Comprehensive Plan – The project site has been designated by the Pueblo Comprehensive Plan as “Institutional Mixed Use.” The intention of this category is to allow institutions room to expand while preventing unwelcome encroachment into neighborhood. The proposed rezoning is in conformance with the Comprehensive Plan designation of “Institutional Mixed Use.”

Landscaping – Staff is recommending conditions of approval requiring full compliance with the Landscape Code and City Center Streetscape Standards, which staff will review at the time of building permit.

Parking – Section 17-4-43 (b) (1) of the Municipal Code states that the Planning Commission will determine the required number of parking spaces for all governmentally owned facilities. Pepper Whittlef, Traffic Engineer, reviewed the proposed site plan to determine the number of parking spaces that would be required for the proposed use, if the land were not zoned S-1.

Parking Calculation: 1 space / Employees = 17 spaces
 Conference Room (1 space / 4 occupants): 109/4 = 28 spaces
 TOTAL PARKING REQUIRED = 45 spaces

The proposed site provides 83 off-street spaces and adds an additional 16 on-street spaces to the parking inventory of the area; therefore, sufficient parking is provided to fulfill the on-site parking requirement.

Lighting – Full site lighting plans have not been submitted; therefore, Staff is recommending the applicant fully comply with the lighting requirements from the PMC and the City Center Streetscape Standards.

Refuse, Service Areas, and Loading Zones - The trash receptacle, service area, and loading zones are located in the main parking lot. They will be screened; however, the applicant has not provided full details on the screening method. As conditioned, this shall be reviewed at the time of building permit for compliance.

Generally, the submitted plans conform to the requirements of the Pueblo Municipal Code and the City Center Streetscape Standards as if the project were zoned commercial; however, several outstanding items need to be addressed in order to achieve full compliance.

RECOMMENDED ACTION

Staff recommends the Planning and Zoning Commission **APPROVE** the proposed Development Plan for the Pueblo County Judicial Building with the following noted:

Request for Waiver from Requirements: None requested.

Requests for Modification to Requirements: None requested.

Conditions of Approval:

1. Prior to the issuance of any building permits for the property, final construction plans must be submitted and approved by the City of Pueblo Departments of Transportation, Public Works, Stormwater, Sanitary Sewer, and Planning and Community Development complying with all conditions of approval.
2. Unless otherwise noted, the Project shall be required to comply with the Pueblo Municipal Code (PMC).
3. As required by the rezoning case Z-12-06, the property shall be required to install curb bump outs at each corner, and generally comply with the proposed Pueblo City Center Streetscape Standards, specifically the Santa Fe District. Plans must be reviewed and approved complying with this condition prior to issuance of a building permit.
4. Show location and screening method for trash enclosure. The trash enclosure must be screened from public view of adjacent non-industrial property and public streets with a minimum of 5 ft tall walls and/or gates that are fully opaque.
5. Provide details of screening method of all utilities, including the generator and transformer. All must be fully screened from adjacent non-industrial properties and public streets.
6. Landscape setback along 11th Street must be a minimum of 10 feet wide.
7. A revocable permit is required for fence and landscape setback in the right-of-way. Must be granted prior to the issuance of a Certificate of Occupancy for the building.
8. Show all existing landscaping and sidewalk that is to remain on landscape plan.
9. Redesign the detention pond to be a more irregular, natural shape, rather than the proposed rectangular shape.
10. Kentucky Coffee Tree is not an appropriate tree along the sidewalk. Revise landscape plan to remove this tree from the sidewalk area.
11. Landscape Architect must provide an executed Landscape Inspection Affidavit prior to requesting for the Certificate of Occupancy inspection.

12. The use of more native varieties of trees is encouraged.
13. Provide lighting plan, including photometric plan, and manufacturers cut sheets. Lighting must comply with Section 17-4-52 of the PMC.
14. All street lighting shall comply with the lighting requirements contained in the City Center Streetscape Design Standards.
15. Provide trees in all corner bump outs.

HEARING

John Chrisman, P.O. Box 8564, Pueblo, CO appeared and spoke in favor of the application.

Weston Burrer, Pueblo County, 215 West 10th Street, Pueblo, CO appeared and spoke in favor of the application.

No one spoke in opposition to the application.

Acting Chairperson Lucas closed the hearing and requested a motion.

COMMISSION ACTION

Motion was made by Council Person Kaufman to approve the plan, seconded by Commissioner Seybold, with the following conditions:

1. Prior to the issuance of any building permits for the property, final construction plans must be submitted and approved by the City of Pueblo Departments of Transportation, Public Works, Stormwater, Sanitary Sewer, and Planning and Community Development complying with all conditions of approval.
2. Unless otherwise noted, the Project shall be required to comply with the Pueblo Municipal Code (PMC).
3. As required by the rezoning case Z-12-06, the property shall be required to install curb bump outs at each corner, and generally comply with the proposed Pueblo City Center Streetscape Standards, specifically the Santa Fe District. Plans must be reviewed and approved complying with this condition prior to issuance of a building permit.
4. Show location and screening method for trash enclosure. The trash enclosure must be screened from public view of adjacent non-industrial property and public streets with a minimum of 5 ft tall walls and/or gates that are fully opaque.

5. Provide details of screening method of all utilities, including the generator and transformer. All must be fully screened from adjacent non-industrial properties and public streets.
6. Landscape setback along 11th Street must be a minimum of 10 feet wide.
7. A revocable permit is required for fence and landscape setback in the right-of-way. Must be granted prior to the issuance of a Certificate of Occupancy for the building.
8. Show all existing landscaping and sidewalk that is to remain on landscape plan.
9. Redesign the detention pond to be a more irregular, natural shape, rather than the proposed rectangular shape.
10. Kentucky Coffee Tree is not an appropriate tree along the sidewalk. Revise landscape plan to remove this tree from the sidewalk area.
11. Landscape Architect must provide an executed Landscape Inspection Affidavit prior to requesting for the Certificate of Occupancy inspection.
12. The use of more native varieties of trees is encouraged.
13. Provide lighting plan, including photometric plan, and manufacturers cut sheets. Lighting must comply with Section 17-4-52 of the PMC.
14. All street lighting shall comply with the lighting requirements contained in the City Center Streetscape Design Standards.
15. Provide trees in all corner bump outs.

Motion passed 5-0-2 (Burrer, Eslinger abstained).

Chairperson Burrer reassumed the gavel.

2. **TA-13-01 – Text Amendment:** Ordinance Adopting the City Center Streetscape Standards by Reference.

BACKGROUND

Staff report given by Kelly Grisham.

Staff along with the Pueblo City Center Partnership has been working to create the City Center Streetscape Standards. This document has the overarching goal of creating a City Center or Downtown that is pedestrian friendly; the Streetscape Design Standards provide the direction to achieve specific objectives:

1. Create a bicycle and pedestrian oriented environment that is safe, accessible, visually pleasing and comfortable;
2. Unify the image of Pueblo City Center by creating a series of public plazas, a rhythm of street trees and street lighting and providing landscaping with seasonal color;
3. Increase way-finding and signage that provides directional information for both pedestrians and motorists;
4. Create a refuge and oasis from the sun's heat, by providing trees that will cool the ambient temperature of the Downtown, making it an attractive place to shop;
5. Enrich Pueblo's City Center with public art.

At this point the document is 99 percent complete. There will be some additional wordsmithing, as well as adding a glossary and an appendix for the recommended tree list. Also, some additional formatting will occur. Since the last review by the Commission, a section has been added to the Standards for "pop up cafes." A pop up café is a temporary café area that can be set up in the on-street parking lanes. These businesses would require a revocable permit and be required to adhere to the Standards outlined in this document.

The Commission reviewed the draft Ordinance to amend the Landscape Performance Standards to include the City Center Streetscape Standards and the draft Resolution which formally adopts the City Center Streetscape Standards.

Council Person Kaufman requested that an additional appendix be added to include a maintenance checklist.

A lengthy discussion followed regarding the cost for business owners to implement and maintain the requirements outlined in the Standards.

RECOMMENDED MOTION

Staff recommends that the Planning and Zoning Commission forward a recommendation of **APPROVAL** of the proposed text amendment to City Council.

HEARING

The City of Pueblo is the applicant. No others spoke in favor of the application.

No one spoke in opposition to the application.

Chairperson Burrer closed the hearing and requested a motion.

COMMISSION ACTION

A motion to approve the proposed text amendment application was made by Commissioner Latka, seconded by Council Person Kaufman. **Motion passed 7-0.**

A motion to approve the proposed Resolution was made by Commissioner Eslinger, seconded by Commission Latka, with the following permitted changes:

1. The addition of a glossary.
2. The addition of an appendix for the recommended tree list.
3. The addition of an appendix for a maintenance checklist.
4. Additional wordsmithing and formatting to complete the document.

Motion passed 7-0.

APPROVAL OF MINUTES

Motion was made to approve the Minutes of the December 12, 2012 Public Hearing by Commissioner Latka, seconded by Commissioner Eslinger. **Motion passed 7-0.**

OLD/NEW BUSINESS

2013 Election of Officers: Motion was made by Commissioner Falletta to appoint the following Commissioners as officers for 2013:

Chairperson – Jean Latka
Vice Chairperson – Brandice Eslinger
Zoning Board of Appeals Liaison – Weston Burrer

The Motion was seconded by Council Person Kaufman. **Motion passed 7-0.**

SCHEDULE PUBLIC HEARING

The Public Hearing for February will convene on Wednesday, February 13, 2013 at 3:30 p.m. in the City Council Chambers.

SCHEDULE WORK SESSION

The Work Session for January will convene on Thursday, January 17, 2013 at 5:00 p.m. in the Planning Conference Room, 211 East D Street.

ADJOURN

There being no further business the Regular Meeting was adjourned at 4:33 p.m.

Respectfully submitted,

Attest:

Weston Burrer
Chairperson

Jeff M. Bailey, P.E.
Executive Secretary

Digital recordings of all the meetings of the Planning and Zoning Commission are maintained and available for inspection and review during normal business hours (M – F, 8 a.m. – 5 p.m.) at the Department of Planning & Community Development, 211 East D Street, Pueblo, CO.