

Downtown Working Group
Meeting #8 Town and County – July 12th, 2013
1:00 PM –Town/County Conference Room
Meeting Notes

Attendees: DWG: Mickey Brown (MB), Jo Bacon (JB), Bill Taylor (BT), Jay Deinken (JD), John Veruek (JV), Dave Harvey (DH; by phone).

Public: Ward Jones (WJ), Elizabeth Tenney (ET), Matthew Lehman (ML)

Staff: Jessica Morriss (JM), Carson Quam (CQ)

Agenda Item 1: Introduction and Meeting Purpose

Jessica Morriss provided an overview of the meeting objective: To gain Working Group consensus on the proposed Draft Commercial Zoning Districts Code (with the exception of items related to height, density, and intensity (FAR)).

Agenda Item 2: Review Proposed Revisions to Commercial Zoning Districts Code

Jessica Morriss presented a series of proposed revisions to the Commercial Zoning Districts Code. The proposed changes and consensus decisions are as follows:

1. Proposed Revision to “Purpose of Chapter”
 - Delete A-F from the chapter purpose and refer to general plan
 - DWG: agree
2. Proposed Revision to “Purpose – Downtown District”
 - Added language to include “mix of residential, non-residential, and lodging” to be consistent with GP
 - DWG: agree
3. Proposed Revisions to “Commercial District Land Use and Permit Requirements”
 - Move the Commercial Zones/Designated Frontages graphic up so that it is before the use tables
 - Include definitions of “Primary” and “Secondary” Active Frontages in commercial zones text or on graphic and in Definitions section of code.
 - DWG: Agree
4. Proposed Revisions to “Designated Active Frontages” graphic based on comments received at previous DWG meeting
 - Review: Southeast corner of Main/OMR (shell station, Corners of Laurel Mountain/Tavern
 - DWG: graphic approved
5. Proposed Revisions to “Use Tables – Residential”
 - Proposed to use “NP” instead of “—” for uses that aren’t permitted
 - o Staff recommends leaving “—” or leaving blank, which is standard
 - o DWG: Use “—”
 - Delete the following Uses from the “Downtown District”:

- o Assisted living facility
 - o Convalescent home
 - o Residential Care Facility “General” (more than 6 people)
 - Limited facilities must remain per state law
 - o Single Room Occupancies – efficiencies/shared kitchen/bathroom units
 - DWG: Agree
6. Proposed Revisions “Use Tables – Retail”
- Include Convenience Stores under General Retail definition; Permitted use
 - Make all restaurant/café/coffee shops Permitted regardless of size
 - DWG: Agree
7. Proposed Revisions “Use Tables – Services”
- Banks in “Downtown District” larger than 5,000 sf on a ground-floor would be an Admin Permit
 - o DWG: Agree
 - Day Care Centers – remove “ground-floor” restriction
 - o DWG: Agree
 - Government offices – remove “ground-floor” restriction in Downtown and OMR
 - DWG: Keep ground-floor restriction for government offices in Downtown, remove ground-floor restriction in OMR
8. Proposed Revisions “Use Tables – Services – Fractional/Timeshare”
- Include “Fractional/Timeshare” under Hotel Motel
 - o D&B and staff recommend leaving as is (under Other Applicable Types) because Fractional/Timeshare can also be residential.
 - o It is an ownership type, but can be operated as a lodging or residential use.
 - o Definition of hotel/motel includes criteria to ensure it is operated as a hotel/motel
 - DWG: Leave in “Other Applicable Types, but note that it is Permitted in all Commercial Zones and reference the Fractional/Timeshare Development standards section.”
9. Proposed Revisions “Use Tables – Services”
- Allow “Personal Storage” in Downtown with an Admin Permit
 - o D&B staff do not recommend
 - o DWG: Allow with Admin Permit in Downtown with ground-floor restriction
 - Delete Mobile Homes and Subdivision Sales offices from all Commercial Zones
 - o DWG: Agree
 - Change “Handicraft/Custom Manufacturing” to Permitted instead of Administrative Permit in Old Mammoth Road.
 - o DWG: Disagree, leave as an Administrative Permit
 - Remove “Outdoor Dining” from “Other Applicable Types” and reference specific “Outdoor Dining” section under Restaurants/cafes/coffee shops
 - o DWG: Agree
 - Define “wrapped” parking structures
 - o DWG: Agree

10. Height Standards

- Clarification to description of where building face of 35 feet is allowed, North side of Main Street/North Frontage Road, ALL OTHER STREETS 25 foot maximum building face, No other proposed revisions to Development Standards
- DWG: Both sides of Main Street should be the same height (not sure if it should be 25 or 35).

11. Proposed revisions to Design Review

- Exemptions
 - o Planning Commission previously provided direction to increase the threshold to 4 or more units (from 2 or more) for exemption from Design Review
 - o Staff recommends keeping this recommendation in order to decrease burden for small projects
 - o DWG: 1 and 2-units should be exempt; 3 and 4-units should be Minor Design Review; 5+ units should be Major Design Review
- Include the Planning & Economic Development Commission Design Committee as a “review authority”
 - o DWG: Agree

12. Other Comments regarding revisions or clarifications

- Ensure that it is clear that existing gas stations are allowed on Primary Active Frontages.
- Ensure that minor utilities are allowed in Commercial Zones.

Agenda Item 3: Update on Financial Analysis

Mickey Brown provided a summary update of the financial analysis that was prepared by Winter & Company. Jessica will send the group the draft report via email.

Agenda Item 4: Public Comments

There were no public comments.

Agenda Item 5: Next Steps (Jessica)

Jessica provided an overview of the “next steps,” which include preparing an outline of key issues, discussion points, and preliminary strategy related to height/density/intensity (FAR), providing additional background regarding proposed FAR, and a flowchart/workflow list of issues/research items. A subgroup or subgroups on different topics could help this process move forward.