

1. February 27, 2020 PC Agenda

Documents:

[2020-02-27 PC AGENDA.PDF](#)

2. February 27, 2020 PC Packet

Documents:

[PACKET FOR PC MTG ON FEB. 27, 2020.PDF](#)

PUBLIC NOTICE



**WOODLAND PARK PLANNING COMMISSION
REGULAR MEETING AGENDA
7:00 PM – FEBRUARY 27, 2020
CITY HALL COUNCIL CHAMBERS
220 W. SOUTH AVENUE, WOODLAND PARK**

- 1. ORDER & ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVE MINUTES – February 13, 2020**
- 4. PUBLIC HEARINGS**
- 5. REPORTS**
- 6. ADJOURN REGULAR MEETING**
- 7. WORK SESSION**
 - A. Discussion of single-family uses in multi-family zones.**

More info? Contact Planning Department 719.687.5202

PUBLIC NOTICE



**WOODLAND PARK PLANNING COMMISSION
REGULAR MEETING AGENDA
7:00 PM – FEBRUARY 27, 2020
CITY HALL COUNCIL CHAMBERS
220 W. SOUTH AVENUE, WOODLAND PARK**

- 1. ORDER & ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVE MINUTES – February 13, 2020**
- 4. PUBLIC HEARINGS**
- 5. REPORTS**
- 6. ADJOURN REGULAR MEETING**
- 7. WORK SESSION**
 - A. Discussion of single-family uses in multi-family zones.**

More info? Contact Planning Department 719.687.5202

**WOODLAND PARK PLANNING COMMISSION
WOODLAND PARK CITY HALL COUNCIL CHAMBERS
220 W. SOUTH AVENUE, WOODLAND PARK, CO
MEETING MINUTES *for* FEBRUARY 13, 2020 – 7:00 PM**

1. **ORDER AND ROLL CALL:** Chairman Jon DeVaux called the meeting to order at 7:00 p.m. Other Commissioners present: Vice-Chair Geoff Watson, Lee Brown, Ellen Carrick, Vickie Good, Ken Hartsfield, Jerry Penland, and Peter Scanlon. Commissioner Larry Larsen was absent. Planning staff present: Planning Director Sally Riley and City Planner Lor Pellegrino.
2. **PLEDGE OF ALLEGIANCE:** Chairman DeVaux led the Pledge of Allegiance.
3. **APPROVAL OF MINUTES:** Minutes from the January 23, 2020 meeting were approved unanimously as presented.
4. **PUBLIC HEARINGS:** None.
5. **REPORTS:**
 - A. Chairman's Report: None.
 - B. Commissioner's Reports: None.
 - C. Planning Director's Report: Director Riley stated that there will be a community placemaking meeting on February 26, 2020, at the Ute Pass Cultural Center from 6:30 PM to 8:30 PM. She noted that the January 2020 Planning Department Monthly Report was distributed to the Commission. There was approximately \$1,200,000 of Building Permit Activity. The report highlighted the TUP Orientation meeting held on January 27, 2020. In 2019, there were 29 special events that attracted 124,000 participants. She stated that the next Planning Commission meeting will be held on February 27, 2020. There are no cases to be heard, but the Commission will continue their discussion to finalize the draft ordinance for single-family uses in multi-family zones.
6. **ADJOURNMENT:** The meeting adjourned at approximately 7:06 PM.
7. **WORK SESSION:**
 - A. Discussion of single-family uses in multi-family zones: Director Riley began the work session by describing the anticipated timeline. She expects the Commissioner's draft ordinance to be completed by the end of February or early March. Due to the upcoming election on April 7th, she proposed to hold a joint work session with City Council and Planning Commission (PC) on April 9th. The purpose of the joint work session is to learn if Council is in agreement with PC's legislative recommendations. If consensus is reached, then public hearings may be scheduled during May and June in order to be completed by July 17, 2020.

Next, the PC discussed the 2nd version of the draft ordinance. A review of Section 1. Title 16 definitions continued for manufactured (HUD) home, modular factory built residential structure, mobile home, and mobile home park or manufactured (HUD) home park. Section 2. contains similar definitions with in Title 18 in addition to definitions for single family dwelling or residence, recreational park trailers and minor edits to recreational vehicles and recreational vehicle park. The PC continued to Title 18, Table of Uses with edits made to various rows and adding a separate row for apartment buildings. It was agreed that a Townhome Plat pursuant to Chapter 17.32 is needed for single family units in a multifamily zones and that all types of multifamily project should be processed as a conditional use. After reviewing the Table of Permitted Uses, the majority of the Commissioners expressed their opinion that single family should not be allowed (except for one unit) in a multifamily

zone at all. Due to the late hour, we agreed to contemplate the advantages and disadvantages of this policy between now and the next work session on February 27, 2020.

The work sessions concluded at approximately 9:00 PM.

Recorded by:

David J. Burgess, Planning Technician

Approved this ____ day of _____, 2020 by _____
Jon DeVaux, Chairman

DRAFT

**CITY OF WOODLAND PARK, COLORADO
ORDINANCE NO. _____, SERIES 2020**

**AN ORDINANCE AMENDING RELATED PORTIONS OF THE WOODLAND PARK
MUNICIPAL CODE INCLUDING TITLE 16 MOBILE HOMES, TITLE 18 ZONING, AND
TITLE 20 FLOOD DAMAGE PREVENTION REGULATIONS**

WHEREAS, the City of Woodland Park has become aware of several potential inconsistencies and incongruences in the Woodland Park Municipal Code in regards to allowing multiple detached single-family residential dwelling units in Multi-Family Residential-Suburban District (MFS) and Multi-Family Residential-Urban District (MFU) on a single property without subdivision and in regards to density, spacing, utility services, and others; and

WHEREAS, the City Council of the City of Woodland Park finds, determines and declares that it is necessary to make amendments to the City of Woodland Park Municipal Code to provide for the orderly development of property within the City of Woodland Park; and

WHEREAS, 2010 Comprehensive Plan Land Use and Growth Objective 1.2 encourages the City to evaluate regulations and requirements so that they are easy to use and understand, enforceable through prompt and fair procedures, and consistent with the Comprehensive Plan; and

WHEREAS, in order to effectuate an adequate public comment timeframe and process for the necessary Municipal Code amendments, the City Council enacted a nine month moratorium in effect until July 23, 2020 for accepting applications to develop more than one detached single-family residential dwelling unit in the MFS and MFU zones (Ordinance No. 1354, Series 2019), and

WHEREAS, the City Council after public hearing on _____ deems it to be in the City's best interest to proceed with code amendments while the moratorium is in effect; and

WHEREAS, the City Council of the City of Woodland Park finds, determines and declares that it is in the best interests of the citizens of Woodland Park to update Titles 16, 18 and 20 of the Municipal Code.

NOW, THEREFORE, THE CITY OF WOODLAND PARK, COLORADO, ORDAINS:

Section 1. The following sections of the Municipal Code in Title 16, Mobile Homes are amended to read as follows:

New: 16.04.020 – Definitions: B. “HUD Code” means the National Manufactured Housing Construction and Safety Standards Act of 1974, 42 USC Section 5401, et seq., as amended.

16.04.020 – Definitions: ~~BC~~. "Manufactured mobile (HUD) home" means a preconstructed building unit or combination of preconstructed building units **that:**

- a. Include electrical, mechanical, or plumbing services that are fabricated, formed, or assembled at a location other than the site of the completed home;
- b. Is designed for residential occupancy in either temporary or permanent locations;
- c. Is constructed in compliance with the HUD Code (*i.e., HUD homes with a red label constructed on or after June 15, 1976*);
- d. does not have motor power; and
- e. Is not licensed as a recreational vehicle.

~~without motor power designed and commonly used for residential occupancy by persons in either temporary or permanent locations, which unit or units are manufactured in a factory or at a location other than the residential site of the completed home.~~

16.04.020 – Definitions: ~~CD~~. "Manufactured home" "Modular factory-built residential structure" means a manufactured home constructed to the building codes adopted by *the City (i.e., Pikes Peak Regional Building Code and International series of codes)* and designed to be installed on a permanent foundation, and *does not include any home constructed in compliance with the HUD Code or designed as a mobile home. Such a factory built residential structure is also known as a modular home.* ~~a single-family dwelling which is partially or entirely manufactured in a factory; is not less than twenty-four feet in width and thirty-six feet in length; is installed on an engineered permanent foundation; has brick, wood or cosmetically equivalent exterior siding and a pitched roof; and is certified pursuant to the "National Manufactured Housing Construction and Safety Standards Act of 1974," 42 U.S.C. 5401 et seq.; as amended.~~

16.04.020. – Definitions: ~~DF~~ "Mobile home" means **a manufactured home built prior to the implementation of the HUD Code.** ~~a single-family dwelling built on a permanent chassis designed for a long-term residential occupancy and containing complete electrical, plumbing and sanitary facilities and complete electrical, water and sanitary facilities and designed to be installed in a permanent or semi-permanent manner with or without a permanent foundation which is capable of being drawn over public highways as a unit, or in sections special permits.~~

16.04.020. – Definitions: ~~EF~~ "Mobile home park" or "Manufactured (HUD) home park" means **any lot or a parcel of land for the location and habitation of mobile homes used for the continuous accommodation of two or more mobile homes and manufactured homes** regardless of whether or not a charge is made for each or any mobile home upon the parcel. ~~Mobile home park does not include mobile home subdivisions or property zoned for manufactured home use.~~ **Zoning Section 18.09.090. N.8 limits mobile homes and/or manufactured (HUD) homes to be installed within a Mobile Home Park (MHP) zone.**

[Re-letter the remaining definitions in 16.04.010.]

Section 2. The following sections of the Municipal Code in Title 18, Zoning are amended to read as follows:

New 18.06.038a - "Attached" means, when used to describe dwelling units, dwelling units that are within the same building, similar to apartment buildings or townhouses. Dwelling units connected only by decks, porches, carports, or features not structurally integral to the dwelling units are not attached.

New: 16.06.250 "HUD Code" means the National Manufactured Housing Construction and Safety Standards Act of 1974, 42 USC Section 5401, et seq., as amended.

New 18.06.159 – "Single-family dwelling or residence" means a building containing only one dwelling unit and if permitted one accessory dwelling.

New 18.06.160 – "Multiple-family dwelling or residence" means a dwelling or residence containing more than two dwelling units.

New 18.06.307 "Manufactured mobile (HUD) home" means a preconstructed building unit or combination of preconstructed building units that:

- a. Include electrical, mechanical, or plumbing services that are fabricated, formed, or assembled at a location other than the site of the completed home;
- b. Is designed for residential occupancy in either temporary or permanent locations;
- c. Is constructed in compliance with the HUD Code (*i.e.*, *HUD homes with a red label constructed on or after June 15, 1976*);
- d. does not have motor power; and
- e. Is not licensed as a recreational vehicle.

~~without motor power designed and commonly used for residential occupancy by persons in either temporary or permanent locations, which unit or units are manufactured in a factory or at a location other than the residential site of the completed home.~~

18.06.320 "Mobile home" means **a manufactured home built prior to the implementation of the HUD Code**. ~~a single family dwelling built on a permanent chassis designed for a long-term residential occupancy and containing complete electrical, plumbing and sanitary facilities and complete electrical, water and sanitary facilities and designed to be installed in a permanent or semi-permanent manner with or without a permanent foundation which is capable of being drawn over public highways as a unit, or in sections special permits.~~

18.06.330. "Mobile home park" or "**Manufactured (HUD) home park**" means any lot or parcel of land used for the location and habitation of mobile homes **and/or manufactured homes** regardless of whether or not a charge is made for each or any mobile home upon the parcel. Zoning Section 18.09.090. N.8 limits mobile homes and/or manufactured (HUD) homes to be installed within the Mobile Home Park (MHP) zone.

New 18.06.333 . "Modular Factory-built residential structure" means a manufactured home constructed to the building codes adopted by *the City (i.e., Pikes Peak Regional Building Codes and International Residential Code)* and designed to be installed on a permanent foundation, and *does not include* homes constructed to a federal manufactured home

construction and safety standard and any home designed as a mobile home. *Factory built residential structures are also known as a modular home.*

New 18.06.405 “Recreational park trailers” means a trailer-type unit that is primarily designed to provide temporary living quarters for recreational, camping, or seasonal use, that is built on a single chassis mounted on wheels. Recreational park trailers are constructed in compliance with the American National Standards Institute (ANSI) standard A 119.5. Recreational park trailers are only allowed in campgrounds. One trailer may be parked and visible from a public road right-of-way on a residentially or commercially zoned lot.

18.06.410 "Recreational vehicle" means a vehicle which is manufactured, constructed, or equipped primarily for use as a self-propelled home, house car, or mobile living quarters, capable of being legally operated on the highways, and containing permanently installed essential living facilities for intermittent or short-term occupation. This term shall not include any towed ~~utility trailer~~ vehicle, nor shall it include any vehicle defined in the license and registration laws as an automobile or ~~motor~~ passenger bus. ~~nor shall it include any vehicle of the camper type, which was not manufactured primarily, expressly and permanently as a mobile living unit.~~

18.06.420 "Recreational vehicle park" means a zoning lot on which two or more recreational vehicles, camping trailers, recreational park trailers or campers, are parked, on any zoning lot on which unoccupied recreational vehicles, camping trailers, recreational park trailers or campers, whether new or used, are parked for the purposes of inspection, sale, storage or repair.

18.09.010 – Designated.

The city is divided into the following districts:

- A. SR—Single-family ~~Suburban~~ residential ~~with lot sizes equivalent of one dwelling unit per acre allowing a variety of lot sizes with an approved minimum lot size of fifteen thousand square feet.~~
- B. UR—Single-family ~~Urban~~ residential ~~with previously developed lot size less than seven thousand five hundred square feet per dwelling unit.~~
- C. MFS—Multifamily ~~Suburban~~ residential ~~with attached units having a density level from two to eight dwelling units per acre~~
- D. MFU—Multifamily ~~Urban~~ residential ~~with attached units having a density level from nine to twenty dwelling units per acre~~

18.09.090 TABLE OF PERMITTED USES

(RESIDENTIAL AND MOBILE HOME PARK ZONE DISTRICTS SHOWN ONLY)

N. Residential Dwelling Units	SR	UR	MFS	MFU	MHP
-------------------------------	----	----	-----	-----	-----

1. One Single-family dwelling unit on a single platted lot (For Ag district refer to Section 18.17.050)	P	P	P	P	G
2. Single-Family dwelling units (More than one single family dwelling unit in MFS and MFU zone requires a subdivision pursuant to Chapter 17.32 Condominiums and Townhouses.) (requiring subdivision)	P	P	C	C	G
3. Clustered Residential Development (subject to 18.33.125)	PC	PC			
4. Two-family dwelling unit (i.e., Duplex) subject to Chapter 17.32 - Condominiums and Townhouses except for rental buildings (single ownership apartments).			P C	P C	G
5. Three to four or more attached dwelling unit subject to Chapter 17.32- Condominiums and Townhouses except for rental buildings (single ownership apartments).			P C	P C	P
6. Five or more attached dwelling units Apartment buildings.			P C	P C	
7. Up to One or two dwelling units per lot within a single structure in a commercial zone of NC, CC and CBD commercial zone (subject to 18.33.127)					
8. Accessory Dwelling Unit as defined in Section 18.06.016 and subject to 18.33.135	P	P			
8. Manufactured homes (HUD certified) and mobile homes are allowed only in an existing or approved mobile home park in accordance with Title 16.					P

18.14.005 Purposes (MFS): This land use designation is intended to accommodate ~~attached or single-family residential~~ two-family dwellings and multiple-family dwellings with a higher density than SR and UR districts. The maximum ~~units with residential~~ density of these dwelling units shall be two to eight dwelling units per acre. These areas shall be fully served by municipal water and sewer and be located in areas that can accommodate projected impacts concerning traffic, pedestrian access, parks, schools, commercial centers and places of employment. Except as otherwise expressly authorized in section 18.14.090, single-family dwellings shall not be allowed in MFS zones and all dwelling units shall be attached dwelling units.

18.14.090 – Every single-family ~~project dwelling~~, except for only one dwelling unit on an existing platted subdivision lot, constructed in a ~~multifamily~~-MFS zoning district that requires a subdivision or replat ~~is considered and~~ a conditional use permit and as such is subject to site plan review as outlined in Chapter 18.34. Any proposed project in a MFS zoning district that includes a single-family dwelling unit shall at a minimum require:

Consider adding standards for Single Family Use in MFS zone such as:

- 1. Spacing (minimum of 12 feet from any adjacent home with no encroachment into the spacing or 6 feet from a property line)*
- 2. Size (minimum of 1,000 SF)*
- 3. Setbacks on the perimeter of the site (Rear/front = 25' and side = 8')*
- 4. Lot Intensity (needs to be researched carefully and discussed thoroughly)*
- 5. Buffers & Protection Areas (adding fencing/landscaping requirements)*
- 6. Neighborhood meeting (require mandatory neighborhood meeting prior to public hearing with Planning Commission)*

18.15.005 – Purposes (MFU). This land use designation is intended to accommodate ~~attached or single-family residential~~ two-family dwellings and multiple-family dwellings with a potentially higher density than the MFS districts. The maximum ~~units with residential~~ density of these dwelling units shall be ~~level from nine~~ to twenty dwelling units per acre. These areas shall be fully served by municipal water and sewer and be located in areas that can accommodate projected impacts concerning traffic, pedestrian access, parks, schools, commercial centers and places of employment. Except as otherwise expressly authorized in section 18.14.090, single-family dwellings shall not be allowed in MFS zones and all dwelling units shall be attached dwelling units.

18.15.090 – Every Single-family ~~dwelling project~~, except for only one dwelling unit on an existing platted subdivision lot, constructed in a ~~multifamily~~ MFU zoning district that requires a subdivision or replat ~~is considered and~~ a conditional use permit and as such is subject to site plan review as outlined in Chapter 18.34. Any proposed project in a MFU zoning district that includes a single-family dwelling unit shall at a minimum require:

Consider adding standards for Single Family Use in MFU zone such as:

- 1. Spacing (minimum of 12 feet from any adjacent home with no encroachment into the spacing or 6 feet from a property line)*
- 2. Size (minimum of 1,000 SF)*

- 3. *Setbacks on the perimeter of the site (Rear/front = 25' and side = 8') (Rear/front/side = 25' around perimeter),*
- ~~4. *Lot Intensity (needs to be researched carefully and discussed thoroughly)*~~
- 5. *Buffers & Protection Areas (adding fencing/landscaping requirements)*
- 6. *Neighborhood meeting (require mandatory neighborhood meeting prior to public hearing with Planning Commission)*

Section 3. The following sections of the Municipal Code Title 20 Zoning are amended to read as follows:

20.02.005 – Generally. All words and phrases defined in this chapter shall be deemed specific to this title, Flood Damage Prevention Regulations, and shall not be interpreted to apply to other titles found in this Code. Unless specifically defined in this chapter, words or phrases used in this title shall be interpreted so as to give them the meaning they have in common usage and to give this title its most reasonable application.

Section 4. Savings Clause. Should any article, section, clause or provision of this Ordinance be declared by a Court of competent jurisdiction to be invalid, the same shall not affect the validity of the balance of this Ordinance.

Section 5. Effective Date. This Ordinance shall be in full force and effect from after its publication as required by law.

PASSED BY CITY COUNCIL ON SECOND AND FINAL READING FOLLOWING PUBLIC HEARING THIS _____ DAY OF _____, 2020

The Honorable Neil Levy, Mayor

Attested by City Clerk Suzanne Leclercq _____

Approved as to form by City Attorney Jason Meyers _____