



RECORD OF PROCEEDINGS

**Meeting of the Planning Commission for the Town of Frisco
Town Hall, 1 East Main Street
Thursday, November 2, 2023 at 5:00 P.M.**

Call to Order: Kelsey Withrow, Chair, opened the meeting.

Roll Call: Present: Jessica Forsyth, Ira Tane, Andy Stabile, Kelsey Withrow, April Connelly, Lina Lesmes

Minutes: Approval of the October 5, 2023 Planning Commission meeting minutes
The minutes were approved unanimously.

Public Comment (non-agenda items): There were no public comments

Agenda Items:

1. Planning File No. MAJ-23-0006: A final review of the Major Site Plan Application for a proposed townhome development consisting of 4 units, located at 308 S. 3rd Ave / LOT 10,11,12 BLOCK 25 FRISCO TOWN SUB. Applicant: Abigail Ploen on behalf on Harris Properties LLC (property owner).

Sally Ward, Planner, stated that this is a final review of a Major Site Plan application for a proposed multifamily residential development that consists of four (4) units, all of which are three (3) bedrooms. The proposed development is located at the southeast corner of Teller Street and 3rd Avenue, 308 S 3rd AVE. The previous conditions on site included a two-story single-family residence and a detached garage. All buildings on the site have been demolished and the site is cleared, apart from existing trees. Ms. Ward continued with background and analysis from the November 2, 2023 staff report then concluded her presentation with staff's recommendation for approval of the application with reference to the recommended findings and conditions in the staff report.

COMMISSION QUESTIONS FOR STAFF:

- Commissioners asked about the driveway for Unit 3 and if it is shorter in width than the garage door.

Applicant Abigail Ploen representing Harris Properties LLC (property owner) addressed the Commission showing the parking spaces and driveway access for Unit 3. Mrs. Ploen reviewed comments from the last Planning Commission meeting noting:

- The grout for the stone is a gray mortar shown on the color/material board
- Turning radiuses were submitted

- All fixtures are full cut off and that by limiting the exterior plugs outside may limit concerns over deck lighting
- Trees have been added in taper spot to limit vehicles from driving over grass
- Snow storage from decks have been addressed

COMMISSION QUESTIONS FOR APPLICANT:

- Commissioners asked for an update on Xcel requirements. Mrs. Ploen responded that they clarified the meter locations and transformer locations with Xcel.
- Commissioners and Staff confirmed architectural modifications since sketch plan noting window modifications.

PUBLIC COMMENTS:

- No comments

COMMISSIONER DISCUSSIONS:

- Commissioners agreed that they appreciated the applicant addressed comments from last meeting.
- Commissioners agreed that the bulk plane encroachments are fine.
- Commissioners noted that the applicant needs to ensure that the new transformer is installed in the correct location since clearances are tight.

MOTION:

WITH RESPECT TO FILE NO. MAJ-23-0006, COMMISSION MEMBER STABILE MOVED THAT THE RECOMMENDED FINDINGS SET FORTH IN THE NOVEMBER 2, 2023 STAFF REPORT BE MADE AND THAT THE RECOMMENDED CONDITIONS SET FORTH THEREIN BE TAKEN AND THAT THE PLANNING COMMISSION HEREBY APPROVES THE REQUEST FOR THE MAJOR SITE PLAN APPLICATION FOR THE PROPOSED NEW RESIDENTIAL TOWNHOME DEVELOPMENT LOCATED AT 308 S. 3RD AVENUE / LOTS 10, 11, AND 12, BLOCK 25, FRISCO TOWN SUB.

MOTION SECONDED BY PLANNING COMMISSION MEMBER FORSYTH.

VOTE:

**YEAS: CONNOLLY – YEA, FORSYTH – YEA, LESMES – YEA, STABILE – YEA, TANE – YEA, WITHROW – YEA
NOES: NONE**

MOTION: PASSED

Staff and Commissioner Updates:

- Katie Kent, Community Development Director, announced that two Town Council members will be performing interviews on November 7th for the Planning Commission vacancy. The Town Council is scheduled to appoint the new member to Planning Commission on November 14th and that member is anticipated to be sworn in at the November 16, 2023 Planning Commission meeting.

- Information regarding Nordic ski passes will be emailed by the Recreation Department this coming Monday and the Town is still awaiting information from Copper Mountain on discounted passes.
- Kent informed the Commission that there will be a joint work session with the Planning Commission and Town Council on December 12, 2023 at 4:00 p.m. More details forthcoming.
- Commissioners questioned why the bike path in front of 80 West Main Street is still closed. Staff noted they will investigate.
- Commissioners reminded Staff they are awaiting the final PUD document that Town Council approved.

Adjournment:

There being no further business, Commissioner Lesmes made a motion to adjourn, seconded by Commissioner Forsyth and was unanimous. The meeting adjourned 5:37 p.m.

Respectfully submitted,

Katie Kent
Community Development Department