



AGENDA
for the Planning Commission
of the Town of Palisade, Colorado
341 W. 7th Street (Palisade Civic Center)

October 1, 2024

6:00 pm Regular Meeting

<https://us06web.zoom.us/j/3320075780>

Meeting ID: 332 007 5780

- I. REGULAR MEETING CALLED TO ORDER AT 6:00 pm**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. AGENDA ADOPTION**
- V. ANNOUNCEMENTS**
 - A.** Free children's book giveaway! Join Altrusa for a community book giveaway on Saturday, October 12th from 10 am to 2 pm in the Downtown Plaza. Bring your kids to discover their next favorite read!
 - B.** Irrigation System Shutdown: To prevent pipes from freezing and potential damage during the upcoming winter months, the irrigation system in our town will be shut down on Tuesday, October 15th.
 - C.** The Town will be hosting a cleanup event at Riverbend Park on Saturday, October 19th from 8 am to 12 pm or until the bins are full. Please note: Electronic waste will not be accepted. For a complete list of accepted and unaccepted items, please visit our town website or contact Town Hall.
 - D.** Join us on Thurs, Oct 31st, 3-6pm at 3rd & Main Street for fun and treats downtown. Pet parade at 5pm! Bring your furry friends in costume. Street closures will match the Sunday Market footprint.
- VI. APPROVAL OF MINUTES**
 - A.** Minutes from September 3, 2024, Regular Planning Commission Meeting
- VII. TOWN MANAGER REPORT**

VIII. NEW BUSINESS

A. Review of Lot Requirements

To reduce barriers to entry for buildings and development without compromising neighborhood integrity or causing overcrowding.

1. Staff Presentation
2. Public Comments and Questions - *Please state your name and address, keep comments to the current planning topic, and 3 minutes or less.*
3. Board Discussion
4. Decision – *Provide staff with clear direction regarding amending the Land Development Code altering lot requirements for residential and non-residential zoning districts.*

B. Review of Additional Dwelling Units for Residential and Non-Residential Zones

To review and update regulations governing Accessory Dwelling Units (ADUs) in residential and non-residential zones, with the aim of encouraging their development while preventing overcrowding.

1. Staff Presentation
2. Public Comments and Questions - *Please state your name and address, keep comments to the current planning topic, and 3 minutes or less.*
3. Board Discussion
4. Decision – *Provide staff with clear direction regarding amending the Land Development Code and update regulations governing Accessory Dwelling Units (ADUs).*

C. Parking Requirements Review: Embracing HB24-1304

To review and potentially adjust parking requirements, with specific attention to removing parking requirements for residential zones in compliance with HB24-1304.

1. Staff Presentation
2. Public Comments and Questions - *Please state your name and address, keep comments to the current planning topic, and 3 minutes or less.*
3. Board Discussion
4. Decision – *Provide staff with clear direction regarding amending the Land Development Code for compliance with HB24-1304.*

D. Evaluation of Zero-Lot Line and Alley Load Housing

To assess the continued use of zero-lot line and alley load housing in our community, evaluating its effectiveness, impacts, and potential alternatives or modifications.

1. Staff Presentation
2. Public Comments and Questions - *Please state your name and address, keep comments to the current planning topic, and 3 minutes or less.*
3. Board Discussion
4. Decision – *Provide staff with clear direction regarding amending the Land Development Code for residential use standards.*

IX. PUBLIC COMMENT – For items not on the Public Hearing agenda

Please keep comments to 3 minutes or less and state your name and address. Neither the Planning Commissioners nor staff will respond to comments at this time. The Commission may direct staff to look into specific comments to bring back as an Agenda item at a future meeting.

X. ADJOURNMENT



**MINUTES OF THE REGULAR MEETING OF THE
PALISADE PLANNING COMMISSION
September 3, 2024**

The regular meeting of the Planning Commission for the Town of Palisade was called to order at 6:15 pm by Vice-Chair Ed Seymour. Present were Commissioners LisaMarie Pinder, Dave Hull, and Brandon Burke. Absent were Chair Amy Gekas and Commissioner Don Bosch. A quorum was declared. Also in attendance were Town Manager Janet Hawkinson, Community Development Director Devan Aziz, and Town Clerk Keli Frasier.

AGENDA ADOPTION

Motion #1 by Commissioner Hull, seconded by Commissioner Burke, to approve the agenda as presented.

A voice vote was requested.
Motion carried unanimously.

APPROVAL OF MINUTES

Motion #2 by Commissioner Burke, seconded by Commissioner Hull, to approve the minutes of the Palisade Planning Commission from July 16, 2024, and August 6, 2024, as written.

A voice vote was requested.
Motion carried unanimously.

TOWN MANAGER REPORT

Town Manager Janet Hawkinson asked the Planning Commission if they would like a brief presentation on the 2025 Town of Palisade budget.

The consensus of the Commission is that they would like a presentation from staff about the 2025 Town of Palisade Budget.

Town Manager Hawkinson reviewed current and ongoing projects led by the Town of Palisade.

CONTINUED BUSINESS

Updating the Land Development Code with the Comprehensive Plan

Community Development Director Aziz reviewed the progress of Land Development Code updates and led Commission discussion on items they would still like to see changed.

The consensus of the Commission is to move forward with changes to the Land Development Code as outlined in the staff report. No additional concerns with the Code were raised.

NEW BUSINESS

Creation of a Sign Overlay District

Community Development Director Aziz gave a brief presentation and led Commission discussion on the idea of creating a sign overlay district on the I-70 corridor.

The consensus of the Commission is to leave the sign code as-is. Businesses that want a taller sign than are allowed can go through the Conditional Use Permit (CUP) application process.

Amendment to the Municipal Code for Watershed Protection District Regulations

This item was removed from discussion by staff.

Amendment to Municipal Code Regarding Cannabis Signs

Community Development Director Aziz gave a brief presentation and led Commission discussion on the current Code regarding cannabis business signs and asked if the Commission would like to loosen the restrictions to words and images.

The consensus of the Commission is to loosen the restrictions on cannabis business signs to allow the use of words and images reflecting the sale of marijuana.

PUBLIC COMMENT

Marc Authier of Palisade complimented the Commission on how they review and discuss agewnda items.

ADJOURNMENT

Motion #3 by Commissioner Burke, seconded by Commissioner Hull, to adjourn the meeting at 7:08 pm.

A voice vote was requested.

Motion carried unanimously.

X

Keli Frasier, CMC
Town Clerk

X

Amy Gekas
Planning Commission Chair

TAP Grant Sidewalks – 80% Grant – 20% Town \$1 million

- Project changed with roundabout and multi-use paths with this project
- TAP grant sidewalks now from Cresthaven to High School
- 100% designed & CDOT approved
- Land acquisition has started – need 3 property purchases – estimate 6 months
- Land acquisition estimated cost: \$81,000 - CDOT grant covers, however, any cost over this amount Town covers, possible 20%
- Construction Fall 2024

Multi-Modal Sidewalk Grant Award for Elberta – 80% CDOT - 20% Town \$2 million

- Town awarded \$2 million in grant funds from CDOT for multi-modal path
- Town match 20% at \$200,000
- Includes 2 bridges over canal
- RFQ for Design Engineering submitted to CDOT for approval
- Advertise RFQ Design/Engineering - October – November 2023
- CDOT approvals of Design – June - August 2025
- Construction Fall - Winter 2025

Fiber 50% DOLA Grant - 50% Town \$450,000

- CNL room complete
- Middle Mile fiber complete
- Last mile fiber through town 80% complete
- Fiber to town facilities complete
- CDOT permit to connect to I-70 complete
- Estimate light up fiber November

Troyer Sewer Lift Station 50% DOLA 50% Town \$346,645

- Engineering Complete – Pump Purchased
- Construction September 2023

Hydraulic Model Study 50% DOLA grant 50% Total \$50,000

- Project started – gathering data
- Complete June 2024
- Presentation to Board July 2024



**PALISADE Planning Commission
Agenda Item Cover Sheet**

Meeting Date: **October 1, 2024**

Presented By: **Devan Aziz, Community Development Director**

Department: **Community Development & Planning**

Re: **Land Development Code Update**

SUBJECT:
Review of Lot Requirements

SUMMARY:
The agenda item proposes eliminating minimum lot requirements to reduce barriers to development while preserving neighborhood integrity. This action aims to create more flexibility for landowners, expand property rights, and lower entry barriers to the housing market. Smaller lots could use fewer municipal resources and promote infill development, preventing sprawl and preserving agricultural land. The proposal aligns with Comprehensive Plan Goal 2.1, which seeks to balance growth with agricultural heritage preservation. While design would still be regulated by setbacks, fire codes, and density maximums, there would be no maximum lot size, allowing for traditional lot sizes to remain an option. The proposal considers the context of current housing trends and existing lot size requirements.

COMMISSION DIRECTION:
Provide staff with clear direction regarding amending the Land Development Code altering lot requirements for residential and non-residential zoning districts.

Review of Lot Requirements

To reduce barriers to entry for buildings and development without compromising neighborhood integrity or causing overcrowding.

Eliminate Minimum Lot Requirements

- Objective: Create more flexibility for landowners.
- Benefits:
 - Expands private property rights.
 - Creates opportunities for landowners to capitalize on excess land.
 - Lower barrier of entry to housing market
 - Smaller lots use fewer municipal resources. Smaller lots don't require streets that are as long, minimizing utility extensions
 - Opportunities for infill which prevents sprawl and preserves agricultural land.
- Design still regulated by setbacks, fire code (setbacks from other structures), density maximums.
- There is no lot maximum, so nothing prevents lots from staying current "traditional" size.
- As of 2021, the median new detached single-family home in the United States contained approximately 2,270 sq. ft. Current minimum lot size is 7,500 sq. ft. in SFR

Comp Plan Nexus

Goal 2.1: Balance growth with preserving the agricultural heritage to maintain a sense of community.

Strategy 2.1A: Preserve the agricultural lands in Palisade to maintain the agricultural economy.

Strategy 2.1B: Continue evaluating existing zoning regulations to determine if it promotes balance growth with community preservation.



**PALISADE Planning Commission
Agenda Item Cover Sheet**

Meeting Date: **October 1, 2024**

Presented By: **Devan Aziz, Community Development Director**

Department: **Community Development & Planning**

Re: **Land Development Code Update**

SUBJECT:
Review of ADU Requirements

SUMMARY:
This agenda item proposes adjusting ADU standards and allowing them in all zone districts. The proposal suggests a maximum of 900 sq. ft. of habitable area or no more than 50% of the principal structure's gross floor area, with no minimum size beyond building code requirements. Benefits include expanded property rights, design flexibility, infill encouragement, and economic benefits for residents. The proposal aligns with Comprehensive Plan Goal 2.1, balancing growth with agricultural heritage preservation, and Action 2.1D4, encouraging ADUs in all zone districts. Discussion should focus on balancing flexibility with maintaining Palisade's unique character and agricultural economy.

COMMISSION DIRECTION:
Provide staff with clear direction regarding amending the Land Development Code and update regulations governing Accessory Dwelling Units (ADUs).

Review of Additional Dwelling Units for Residential and Non-Residential Zones

Adjust ADU standards and allow in all zone districts

- Square footage
 - 900 sq. ft. of habitable area is City of GJ standard
 - An alternative to max floor area could be no more than 50% the gross floor area of the principal structure
- No minimum sq. ft.
- Minimum square footage will be dictated by building code, as a “dwelling unit” is required to have habitable space, cooking space, and bathroom.
- Benefits:
 - Expands private property rights.
 - Less prescriptive and creates flexibility in the design of an ADU
 - Flexibility in design
 - Encourage infill to prevent sprawl and preserve Ag. Character
 - Economic benefits to local residents

Comp Plan Nexus

Action 2.1D4: Encourage accessory dwelling units (ADUs) in all zone districts and allow ADUs as a use-by-right in all single-family homes.

Goal 2.1: Balance growth with preserving the agricultural heritage to maintain a sense of community.

Strategy 2.1A: Preserve the agricultural lands in Palisade to maintain the agricultural economy.



**PALISADE Planning Commission
Agenda Item Cover Sheet**

Meeting Date: **October 1, 2024**

Presented By: **Devan Aziz, Community Development Director**

Department: **Community Development & Planning**

Re: **Land Development Code Update**

SUBJECT:
Review of Minimum Parking Requirements

SUMMARY:
This agenda item proposes eliminating off-street parking requirements in compliance with HB24-1304. The change aims to increase development flexibility, expand private property rights, and enable market-based decisions on parking supply and demand. Benefits include preserving small-town and agricultural character through efficient land use. The proposal aligns with Comprehensive Plan Goal 2.1, balancing growth with agricultural heritage preservation. Case studies from various cities (e.g., Grand Junction, CO; Longmont, CO; Lansing, KS; Chattahoochee Hills, GA; Sandpoint, ID; and Branson, MO) demonstrate successful implementation of similar policies, ranging from complete elimination to conversion to parking maximums. Discussion should focus on potential impacts on local businesses, community character, and development patterns, as well as strategies for smooth transition and implementation.

COMMISSION DIRECTION:
Provide staff with clear direction regarding amending the Land Development Code for compliance with HB24-1304.

Parking Requirements Review: Embracing HB24-1304

Eliminate off-street parking requirements

Benefits

- Development flexibility
- Expands private property rights
- Compliance w/ HB24-1304
- Enables market-based decisions on parking supply and demand
- Preserve small town and agricultural character by efficient utilization of developable area

Case Studies

o Grand Junction, CO

o Grand Junction removed all parking minimums for commercial uses within downtown and along Horizon Dr. They will also have to comply with HB24-1304 which will eliminate parking minimums for the majority of the City.

• Longmont, CO (population: 97k)

o Parking minimums were removed in May 2024. Previously, parking minimums only applied to residential and educational uses. Commercial and industrial land uses have had no minimum parking requirements since 2014, with a set of maximum requirements instead.

• Lansing, KS (population: 11,239)

o On May 16, 2024, Lansing removed all parking minimums citywide and replaced them with recommended parking guidelines. Parking maximums are set at 120% of the recommended minimums, but may be exceeded through several mitigation strategies. Previously, there were limited exemptions in the downtown and reductions available for bike parking, on-street parking or public parking.

- Chattahoochee Hills, GA (population: 3,084)
 - o Since at least 2014, there have been no car parking mandates, but rather maximums for retail, multi-family, and other uses.
- Sandpoint, ID
 - o Sandpoint is a resort town with less than 10,000 residents that swells with visitors who come for its lake, beach, and nearby skiing in pine forests. The town first did away with parking minimums for its downtown in 2009. Nine years later, it reduced the minimums citywide. Why? To make building renovations and redevelopments more affordable for small business startups.
- Branson, MO (population: 11,630)
 - o Branson parking minimums were flipped to parking maximums.
- Other larger Cities that have eliminated parking minimums.
 - o Minneapolis, MN
 - o Buffalo, NY
 - o Raleigh, NC
 - o San Jose, CA

Comp Plan Nexus

Goal 2.1: Balance growth with preserving the agricultural heritage to maintain a sense of community.

Strategy 2.1A: Preserve the agricultural lands in Palisade to maintain the agricultural economy.



**PALISADE Planning Commission
Agenda Item Cover Sheet**

Meeting Date: **October 1, 2024**

Presented By: **Devan Aziz, Community Development Director**

Department: **Community Development & Planning**

Re: **Land Development Code Update**

SUBJECT:
Evaluation of Zero-Lot Line and Alley Load Housing

SUMMARY:
This agenda item proposes implementing a 5-foot setback requirement for all alleys in zero-lot line and alley load housing developments. The primary benefits of this change include creating a buffer between built structures and utility lines in alleys, improving utility access and maintenance, facilitating easier alley surface maintenance and improvements, enhancing emergency access, and reducing the likelihood of vehicles obstructing alleys. The 5-foot buffer would make grading and resurfacing of alleys more feasible and probable, contributing to overall infrastructure longevity and accessibility. Discussion should focus on the potential impacts on property utilization, the balance between setback requirements and buildable area, and strategies for implementation in existing and new developments.

COMMISSION DIRECTION:
Provide staff with clear direction regarding amending the Land Development Code for residential use standards.

Evaluation of Zero-Lot Line and Alley Load Housing

5' setback on all alleys

Benefits

- Buffer from built structures to utility lines in alley.
- Improve utility access and maintenance in alleys
- Easier to maintain and/or improve road surface. 5' buffer makes grading and re-surfacing

of alleys easier and more likely

- Improve emergency access
- Reduce likelihood of cars blocking alley (i.e. parked cars or cars unloading)