

REGULAR PLANNING COMMISSION MEETING  
MORRISON TOWN HALL  
110 STONE STREET  
TUESDAY, JULY 11, 2017  
7:00 P.M. – 9:00 P.M.

(NOTE: ALL AGENDA ITEMS ARE ELIGIBLE FOR DISCUSSION AND POSSIBLE VOTE BY THE PLANNING COMMISSION)

1. CALL TO ORDER
2. ROLL CALL
3. AMENDMENTS TO THE AGENDA
4. PUBLIC TO ADDRESS THE PLANNING COMMISSION
5. APPROVALS OF MINUTES
  - a) June 13, 2017
6. STAFF REPORTS
  - a) Planner
  - b) Town Administrator
7. BOARD OF TRUSTEE MINUTES
  - a) June 6, 2017
  - b) June 20, 2017
  - c) June 23, 2017
8. ADJOURNMENT
9. DOWNTOWN OVERLAY WALKING TOUR

Reasonable accommodation will be provided upon requests for persons with disabilities. If you require any special accommodation in order to attend a Planning Commission meeting, please call the Deputy Town Clerk at 303-697-8749. Next Regular Planning Commission meeting is Tuesday, August 8, 2017 at 7:00 P.M.

Town of Morrison Planning Commission  
Morrison Town Hall  
110 Stone Street  
Tuesday, June 13, 2017  
7:00 P.M. – 9:00 P.M.

**Call To Order.** Chairperson Jamee Chambers called the regular Planning Commission meeting to order at 7:01 PM

**Roll Call:** Chairperson Jamee Chambers, Matt Schweich, Shari Raymond, Todd Mercord, Maja Stefansdottir were present. Paul Sutton was absent. A quorum was established.

**Staff Present:** Kara Winters (Town Administrator), Kristi Dixon (Deputy Town Clerk), and Stephanie Stevens (Town Planner).

**Amendments to the Agenda:** none

**Public to Address the Planning Commission:** none

**Approval of Minutes:** Mercord made a motion to approve the Minutes from the meeting of May 9, 2017 with one correction, should be Canyon Vista Lane. Schweich seconded the motion. All present voted in favor.

**Staff Reports:**

**Planner Report:** Stevens and McCool took a deeper look at the work authorization and worked it down to the architectural structure of the overly district. The walking tour would be up to Planning Commission to schedule. The Planning Commission would summarize their information and pass along to Stevens. Winters asked Stevens if the Planning Commission does the walking tour including the alley then comments go to Stevens, then public outreach on website and at following Planning Commission meetings.

Stefansdottir stated that not very many people look at the website and could we also do an email blast to Town residents and businesses.

Winters suggested setting up a second outreach time besides 6:00 pm on a Tuesday evening for business owners, possibly 2:00 in the afternoon.

**Schedule:**

July 11, 2017 walking tour scheduled in place of regular Planning Commission meeting

August 8, 2017 Planning Commission review of the architectural design guidelines

September 12, 2017 Planning Commission meeting for presentation and outreach

September 14, 2017 afternoon outreach to the business owners

Steven's will get the dates added to the overly district and will get a new report to Winters by Wednesday, June 14, 2017 to get it added to board packet for the Board meeting on Tuesday June 20, 2017.

Steven's reported on building permit applications:

- 106 Stone Street – Altitude Medical Clinic; picked up permit yesterday
- 403 Bear Creek Ave – Morrison Holiday Bar Special Use Application \*goes to the Board June 20, 2017
- 300 Bear Creek Ave – drive thru coffee shop gearing up
- 151 Red Rocks Vista Drive – home remodel \*waiting on contractor for information
- 111 Canyon Vista Lane - home remodel/art studio
- Red Rocks Ranch – on hold; meeting with home owner associations and doing public outreach. The developer should get back to the Town by end of June on how they are going to proceed.

**Town Administrator:** Winters reported Alley Fest went well, made a profit of \$3,759.00.

Bear Creek Nursing Home has a new director, his name is David Farmer. David Farmer is working on cleaning up around the nursing home to include the trash, lighting, dead trees and the employee smoking area. Winters also asked if anyone sees anything of concern around Bear Creek to please call him.

The Board is having a retreat again this year to work on the next year's goals. It is scheduled for July 20, 2017. The Board and Planning Commission retreat has not been scheduled yet.

Winter's asked the Planning Commission if the 7:00 P.M. start time worked for everyone or would moving it to 6:00 P.M. worked better. It was unanimous that 7:00 P.M. worked best.

**Adjournment.** Chairperson Jamee Chambers adjourned at 7:35 P.M.

Town of Morrison

---

Jamee Chambers, Chairperson

Attest:

---

Kristi Dixon, Deputy Town Clerk

TOWN OF MORRISON BOARD OF TRUSTEES  
MORRISON TOWN HALL, 110 STONE STREET  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
TUESDAY, JUNE 6, 2017  
6:00 P.M.

**Call to Order.** Mayor Sean Forey called the Regular Town Board Meeting to order at 6:02 P.M.

**Roll Call.** Mayor Sean Forey, Trustees Brewster Caesar, Katie Gill, Debora Jerome, Allen Williams and Christopher Wolfe were present. A quorum was established. Venessa Angell arrived at 6:06 P.M.

**Staff Present.** Kara Winters (Town Administrator), Gerald Dahl (Town Attorney) and Lyndsey Davis (Town Clerk).

**Amendments to the Agenda.** None.

**Public to Address the Board.**

Kathleen Dichter, 109 Spring Street, Morrison, CO 80465. Dichter addressed the Board regarding the 5/22/2017 Executive Session and encouraged the Board for transparency concerning their decision making processes.

**Presentations and Hearings.** None.

**General Business.**

**Tuesday, July 4, 2017 Regular Board Meeting- Reschedule.** Due to the Regular Board Meeting scheduled to convene on a holiday, it will be rescheduled to Thursday July 6, 2017 at 6:00 P.M. Caesar made a motion to move the July 4, 2017 meeting to Thursday July 6, 2017 at 6:00 P.M. Angell seconded the motion. All present voted in favor of the motion.

**Resolution 2017-07- Revocable License Agreement with DYK, Inc., D/B/A Morrison Holiday Bar.** Winters stated this will be the fifth year the Board has approved this agreement with Morrison Holiday Bar. Wolfe made a motion to approve Resolution 2017-07-A Resolution Approving A One-Year Extension Of A Revocable License Agreement with DYK, Inc., D/B/A Morrison Holiday Bar, Allowing Occupation Of A Part Of Mill Street Right-Of-Way. Gill seconded the motion. Caesar stated that this agreement is a "win, win" situation for both the Town and Morrison Holiday Bar. All present voted in favor of the motion.

**Ordinance 445- Emergency Ordinance to Allow Small Cell CMRS Facilities.** Dahl presented the Ordinance at this meeting to receive feedback and direction from the Board regarding the regulating policies to be included in the final version of the Ordinance, which will appear on the June 20, 2017 Agenda to be approved. Ordinance 445 will be considered an Emergency Ordinance due to House Bill 17-1193 becoming effective on July 1, 2017.

**Peterson Property Annexation.** Winters stated the Town was approached for a possible annexation of 30 acres located approximately at 3000 Rooney Road. They wanted to get preliminary input from the Board for whether an application for an annexation would be seriously considered. Winters added that if the Board is interested there will be a formal process that will include an official application from the Petersons and public hearings. The Board was in agreement that they would like more information on the annexation and believe that it may be viable for both the Town and the Peterson family. Caesar made a motion to direct staff to initiate the application process. Angell seconded the motion. Winters stated that if the Petersons decide to proceed there will be an annexation term sheet presented to the Board. All present voted in favor of the motion.

#### **Departmental Reports.**

**Utility.** Jerome asked to clarify the use of the 002 outfall. Winters stated due to a letter agreement with Denver from the 1990's or late 1980's, Morrison agreed to not use the outfall, yet there is a court decree that may require the use of the outfall by Morrison. In order to clarify, Winters would like to bring in the Town's Water Attorney and Water Engineer for a work session to discuss some updates with the Board. Jerome also had a question regarding Morrison as a point source. Winters relayed that the State will now view Morrison as a larger plant and with that Morrison will have larger limitations and will be viewed as a non-point source by Bear Creek Watershed Association. This is a positive designation for the Town and will aid in the build out process of the facility.

**Police Department.** The Board is continually amazed by the number of unlicensed and suspended drivers that are stopped by Morrison Police Officers.

**Museum.** No questions or comments.

**Town Administrator.** As previously mentioned in the Utility report, Winters stated she would like to bring in the Town's Water Attorney, Cindy Covell, and Water Engineer, Alan Leak, for a work session with the Board. Winters is looking at dates in either late July or August. Caesar suggested that the Board performs an annual review of the Town's goals. Winters stated it may be a good idea to review the goals at an off-site location. Winters asked the Board if they would like her to send out a request for proposal (RFP) to hire a new auditing firm. Winters stated the Town has worked with Swanhorst & Company for a number of years but suggested it may be in the Town's best interest to hire new auditors to review the Town's financials with new lenses. This process can be expensive due to the fact the new auditors will have to start from the beginning in reviewing all the Town's financials. The Board concurred that Winters should send out an RFP for a new auditing firm.

**Town Attorney.** Dahl stated he will finalize Ordinance 445 by the next Board Meeting. Dahl also commented that he is very careful during Executive Sessions that the Board adheres to the law, follows protocols and procedures and does not abuse its privileges during these sessions.

#### **Consent Agenda.**

Caesar made a motion to approve the Consent Agenda. Wolfe seconded the motion. All present voted in favor of the motion.

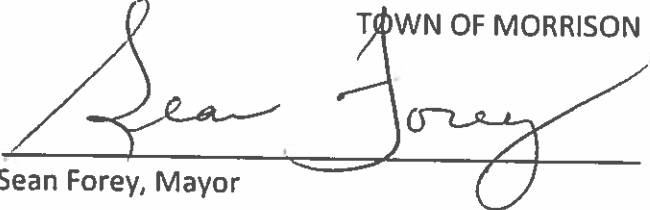
**Board Comments.**

Forey previously mentioned during discussion of the Peterson Annexation that the Town may be happy to have more commercial property in the future. Forey went on to state with the numerous businesses moving to Colorado, some are looking for large plots of land that are suitable for build out and in close proximity to Denver and the Metro Area.

Gill is concerned with the new House Bill 17-1193 and the impact it may have on future bill proposals. Gill was especially concerned with the future of short-term rental agreements and if Morrison would have any say in a bill that may be presented regarding the regulation of such. Dahl assured Gill that due to CML's diligent work on behalf of cities and towns throughout Colorado, if a bill regarding short-term rentals is to be presented, the Town would be informed and would have an opportunity to express their concerns.

**Adjournment.** The Regular Meeting was adjourned at 7:43 P.M.

TOWN OF MORRISON

  
Sean Forey, Mayor

ATTEST:

  
Lyndsey Davis, Town Clerk



**TOWN OF MORRISON BOARD OF TRUSTEES  
MORRISON TOWN HALL, 110 STONE STREET  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
TUESDAY, JUNE 20, 2017  
6:00 P.M.**

**Call to Order.** Mayor Sean Forey called the regular Town Board Meeting to order at 6:05 P.M.

**Roll Call.** Mayor Sean Forey, Trustees Brewster Caesar, Debora Jerome, Katie Gill, Allen Williams and Christopher Wolfe were present. Trustee Venessa Angell was absent. A quorum was established.

**Staff Present.** Kara Winters (Town Administrator), Gerald Dahl (Town Attorney), Stephanie Stevens (Town Planner) and Lyndsey Davis (Town Clerk).

**Amendments to the Agenda.** None.

**Public to Address the Board.**

**Matthew Corry, 806 Bear Creek Avenue, Morrison CO, 80465.** Corry voiced his concerns with the amplified public address system that was used during the June 11, 2017 Revel Rockies event. Corry stated the he believed the amplified noise was too loud and was in violation of the Town’s noise ordinance. He requested a monetary punishment for the violation and future applications for this event to be rejected.

**Presentations and Hearings.**

Dahl explained although Morrison Holiday Bar has two items for Public Hearing on the Agenda, there will be two different hearings as the Board of Trustees will be sitting as two different governing bodies; one as the Board of Trustees and the other as the Liquor Licensing Authority. Due to this there will need to be two different hearings and a separate record for both governing bodies. The first hearing will be in regards to the Special Review for the roof top patio/ deck application and the second will be whether or not liquor should be allowed on the new premises.

**Special Review Application- DYK Inc., d/b/a Morrison Holiday Bar**

Mayor Sean Forey called the hearing to Order and swore in the witnesses.

Stephanie Stevens, Planner with McCool Development Solutions, presented to the Board the application materials and reviewed the proposed changes to the premises including the size and location of the site, traffic circulation and public streets, off- street parking, fencing and screening, signs and lighting, and, noise vibration and air pollution. A focus of Steven’s presentation was the Utility Department’s review of the Equivalent Residential Units (EQRs) determining the water and wastewater system development fees to be insufficient to provide for current use and expansion. Dahl stated this issue would be discussed during the Board Discussion of the hearing.

Applicant Dave Killingsworth, President of DYK Inc and his attorney, Christopher Carr, with Dill Car Stonbraker and Hutchings Law Firm, addressed the Board regarding the application and its

materials. Carr stated required documents, such as the Floodplain Certificate, are being prepared and are expected to be turned into the Town office soon. Carr addressed concerns with lighting requirements and verified the lighting will be no more than 24 inches off the ground. Carr also took the opportunity to address concerns regarding the EQR schedule and stated he doesn't believe the restaurant will exceed the allotted water usage, although the restaurant will be adding more seats. Williams questioned how the Holiday Bar plans to maintain noise levels. Killingsworth stated the bar will follow the limited hours of operations and bartenders are able to perform crowd control for groups that may be becoming too loud.

**Reza Ardehali, 215 Bear Creek Avenue, Morrison, CO 80465.** Ardehali commented that whatever decision is made, he will retroactively apply to his bar. He feels the Board was kind enough to allow him the first roof top patio and will comply with any new requirements.

**Tom Smith, 310 Spring Street, Morrison CO 80465.** Smith wanted to voice his support and asks the Board for approval of the application.

**Clinton Scott, 415 bear Creek Avenue, Morrison, CO 80465.** Scott wanted to voice his support for the application.

**Dave Granquist, 116 Stone Street, Morrison, CO 80465.** Granquist voiced he believed this decision would be good for all businesses and wanted to show his support for the application.

**Trenny Dillon, 6387 S Estes St.** Dillon is an employee of the Holiday Bar and believes it would be a good addition to the Town and wanted to show her support for the application.

Mayor Sean Forey closed the public hearing at 6:46 P.M.

Dahl stated this application covers a range of things and while there were good conditions offered for approval by the Planners, he believes additional permit conditions should be added to ensure some aspects that were discussed are enforceable. Dahl also requested of the Board that in order for him to ensure the Town is acting consistently in the approval of the application, he will need more time to review the Town's resolution that has set the current tap fees and EQR schedule, Resolution 2012-10. Dahl recognizes the amount of time and money that has already been spent on this application by both the Town and applicant and verified he would only need a few more days to review; therefore, the Board could postpone the hearing for action only and hold a Special Meeting in the days following. Killingsworth wanted the Board to know the Holiday's historical water usage is below their current yearly use allotment and he does not believe the bar will go over this amount with the new addition. Gill made a motion for a Special Meeting for the purpose to take a motion on the Holiday Bar's special use permit for 5:00 P.M. on Friday, June 23rd. Jerome seconded the motion. All present voted in favor of the motion.



**Modification of Premises- DYK Inc., d/b/a Morrison Holiday Bar**

Mayor Sean Forey called the Liquor Licensing Authority to Order and swore in the witnesses.

Winters informed the Board this application is to allow the service of alcohol on the proposed roof top patio/ deck modification of the Holiday Bar but the Special Review application would need to be approved to allow the building of the patio/ deck prior to the Board granting permission to serve alcohol.

Carr stated the areas that the Holiday is trying to add and change comply with the Town's zoning requirements and liquor code. Although the Board cannot approve the application for the build out of the roof top deck/ patio, he requests that the Board approves the modification application for the interior modification this evening and approve the remaining areas after the Special Review application is approved on a future date.

Mayor Sean Forey closed the public hearing at 7:18 P.M.

Dahl advised the Board they can grant the approval for the interior modification immediately and the exterior approval is conditional to the approval of the Special Review application. Christopher Wolfe made a motion to approve the Modification of Premises for DYK Inc., d/b/a Morrison Holiday Bar to allow for a Rooftop Patio/ Deck Application and for the approval of the interior modifications to be granted immediately and the approval for the roof top deck application to be a condition on final approval of the Special Review Application. Jerome seconded the motion. All present voted in favor of the motion.

Mayor Sean Forey closed the Liquor Licensing Authority.

**Old Town Overlay District Work Authorization Proposal.**

Stephens stated this work authorization was originally seen by the Board in May and was revised by the Planning Commission for modifications. The Planning Commission has worked to decrease the target budget to \$10,000 and redraft the proposal standards. **Jamee Chambers, Chair of the Planning Commission, 207 Bear Creek Lane, Morrison, CO 80465**, believes this is a reasonable approach to Keeping Morrison, Morrison. Chambers stated there will be a walking tour of the Downtown area with Stephanie Stevens to look at areas of concern and what work needs to be done. **Matt Schweich, Co-Chair of the Planning Commission, 211 Spring Street, Morrison, CO 80465**, believes although this proposal is a leaner approach for the Old Town Overlay, community outreach is still critical and the amount of time that the outreach will take should be considered by Town Staff and the Commission to accomplish the outreach. Winters informed the Board the Town is planning on inviting business and residents to regular Planning Commission Meetings and holding possible day meetings for those that are unable to attend evening sessions. Chambers addressed concerns regarding the possibility of businesses thinking this proposal will create an HOA in the downtown area. Chambers stated this proposal is in the businesses own self-interest but the Planning Commission needs to help direct what happens to ensure the downtown area follows the "Keep Morrison, Morrison" vision. Gill made a motion to approve the Town of Morrison Work Authorization for the Old Town Overlay District Project. Wolfe seconded the motion. All present voted in favor of the motion.

**General Business.**

**Ordinance 445- Emergency Ordinance to Allow Small Cell CMRS Facilities.** Wolfe made a motion to approve ordinance 445- an ordinance Amending Title 10, Chapter 1, Article M of the Morrison Town Code to Regulate And Allow Small Cell Commercial Mobile Radio Service (CMRS) Facilities And Declaring An Emergency. Forey seconded the motion. All present voted in favor of the motion.

**Referral Response- C-470 & Alameda.** Winters stated this response is just informational and was sent to county last week.

**Departmental Reports.**

**Court.** No comments.

**Accounting.** No comments.

**Town Administrator.** Winters stated she will be at the CML conference for the rest of the week. She also informed the Board Anna Ryan from Revel Rockies will be attending the next Board Meeting to request next year's event dates.

**Town Attorney.** No comments.

**Planning Commission-Minutes.** Forey announced there will be a joint Board of Trustees and Planning Commission retreat. Winters said the meeting place, like last years, will be at the Town Hall and will be a catered event. The projected date for the retreat is Thursday, August 3 from 6:30 to 9:00 P.M.

**Town Planner.** Winters stated the included document in the packet is Carrie McCool's summary from the Denver Regional Council of Governments (DRCOG) meeting.

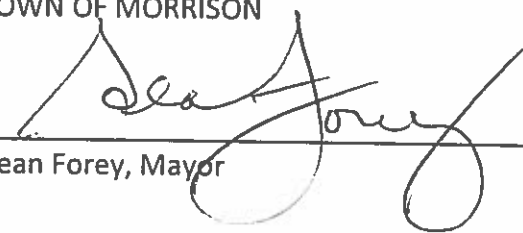
**Consent Agenda.**

Caesar made a motion to approve the Consent Agenda. Wolfe seconded the motion. All present voted in favor of the motion.

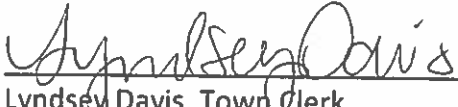
**Board Comments.** Williams wanted to address the noise issues of Revel Rockies. He suggested the Town recommend alternative places for the after event to be held at such as the school's parking lot. Winters stated this was offered in years past but Revel Rockies did not like the idea of the race finishing uphill. The Board was in agreement the noise levels were quieter this year compared to years past. The Board believes the marathon is a good attraction for the Town. Caesar asked for Hogback article ideas. Wolfe suggested to do a "Business of the Month" for the article that would highlight a particular business in the Morrison area and discuss how long the business has been in Morrison and such. Jerome wanted to note the Phillips 66 clock tower is now working.

Adjournment. The Meeting was adjourned at 8:00 P.M.

TOWN OF MORRISON

  
Sean Forey, Mayor

ATTEST:

  
Lyndsey Davis, Town Clerk



7C

TOWN OF MORRISON BOARD OF TRUSTEES  
MORRISON TOWN HALL, 110 STONE STREET  
SPECIAL MEETING OF THE BOARD OF TRUSTEES  
FRIDAY, JUNE 23, 2017  
5:00 P.M.

**Call to Order.** Trustee Allen Williams called the Special Town Board Meeting to order at 5:00 P.M.

**Roll Call.** Trustees Allen Williams, Katie Gill, Debora Jerome, and Christopher Wolfe were present. Mayor Sean Forey and Trustees Brewster Caesar and Venessa Angell were absent. A quorum was established. Mayor Sean Forey arrived at 5:01 P.M. and Venessa Angell arrived at 5:03 P.M.

**Staff Present.** Gerald Dahl (Town Attorney) and Lyndsey Davis (Town Clerk).

**General Business.**

**Special Review Application- DYK Inc., d/b/a Morrison Holiday Bar.** Dahl confirmed that the public hearing for the application was closed by Mayor Sean Forey at the June 20<sup>th</sup> regular Board Meeting. The Special Review application was continued, for action only, in order to review the EQR schedule as adopted by the 2012 resolution and review how its footnote will apply to this application. Dahl informed the Board that for this application, no additional EQRs will need to be purchased, unless the bar goes over their EQR usage as stated in the resolution's footnote. Dahl also informed the Board that this resolution may be changed but the modification would not apply to this application. Jerome made a motion to grant the Special Review Use application for DYK, Inc. d/b/a Morrison Holiday Bar rooftop patio/deck addition with the following conditions as stated in Jerry Dahl's June 23, 2017 memorandum:

1. Prior to building permit issuance, the applicant shall secure approval of a fire sprinkler system pursuant to fire code requirements.
2. A floodplain development permit, floodplain acknowledgement and elevation certificate shall be provided by the applicant and approved by the Town's flood plain administrator prior to building permit issuance.
3. Should water and wastewater usage exceed peak month or annual usage amounts, EQR shall be purchased in increments of 0.25 EQRs on an annual basis as outlined in Town of Morrison Resolution 2012-10 adopted August 7, 2012.
4. Prior to building permit issuance, the applicant shall provide elevations that depict location and height above grade of all proposed light fixtures. A note shall be placed on the site plan, to read: "rooftop patio lighting shall be located no more than 4 feet from floor level and all lighting must comply with the Town's commercial lighting regulations."
5. Hours of operation for the rooftop patio and deck areas shall be limited to 8 AM to 9 PM on Sunday through Thursday and 8 a.m. to 11 PM on Fridays and Saturdays pursuant to Town Code Section 10-8-10, Rooftop patio regulations, to mitigate potential noise impacts.
6. All rooftop patio and deck lighting shall be turned off within 15 minutes after the rooftop and deck areas are closed to patrons.
7. Amplified sound or live music on the rooftop patio and the deck are prohibited.

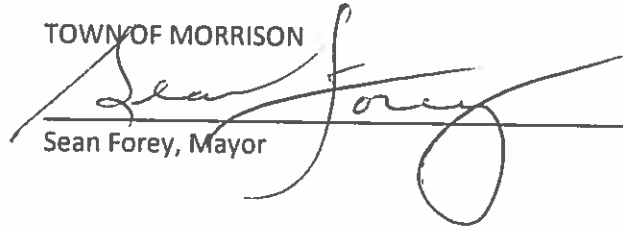
8. Umbrellas on the rooftop patio and deck are permitted as detailed in the site plan application.

Wolfe seconded the motion. Angell is abstaining due to not being in attendance at the June 20<sup>th</sup> public hearing for the application. Mayor Forey, Gill and Williams voted in favor of the motion. The motion passed with 6 ayes and 0 nays.

**Adjournment.** The Special Town Board Meeting was adjourned at 5:13 P.M.

TOWN OF MORRISON

Sean Forey, Mayor

A handwritten signature in black ink, appearing to read "Sean Forey", written over a horizontal line.

ATTEST:

  
Lyndsey Davis, Town Clerk

