

Minutes of the Parks, Trails & Recreation Commission
City of Cherry Hills Village, Colorado
Thursday, January 10, 2013
at the Village Center

Commission members in attendance: Bill Lucas, Jeff Welborn, Jeff Ferrell, Karen Barsch, Councilor VanderWerf. Employees present: Ryan Berninzoni, Parks, Trails and Recreation Administrator, Jay Goldie, Deputy City Manager and Director of Public Works, Matt Krebsbach, Interim Parks Crew Chief, Rob Zuccaro, Community Development Director, Pamela Broyles, Administrative Assistant.

Absent: Jim Fairbairn

CALL TO ORDER

Mr. Bill Lucas called the meeting to order at 6:34 p.m.

APPROVAL OF THE NOVEMBER 8, 2012 MINUTES

Ms. Karen Barsch moved to approve the November 8, 2012 minutes as amended. Mr. Jeff Ferrell seconded the motion and it passed unanimously.

AUDIENCE PARTICIPATION

There was no audience participation.

DISCUSSION AND VOTE FOR NEW CHAIR AND VICE-CHAIR OF THE PARKS, TRAILS AND RECREATION COMMISSION

Mr. Berninzoni asked for nominations for a new Chair of the Parks, Trails and Recreation Commission (PTRC) since the current Chairperson Ms. Katy Brown was appointed to the City Council.

Mr. Jeff Welborn motioned to nominate Mr. Bill Lucas as the Chair of the Parks, Trails and Recreation Commission. Ms. Karen Barsch seconded the motion.

The motion passed unanimously. Mr. Bill Lucas accepted the nomination and agreed to serve as Chair of the Parks, Trails and Recreation Commission.

Mr. Jeff Welborn motioned to nominate Mr. Jeff Ferrell for the position of Vice-Chair of the Parks, Trails and Recreation Commission. Ms. Karen Barsch seconded the motion.

The motion passed unanimously. Mr. Jeff Ferrell accepted the nomination to serve as Vice Chair of the Parks, Trails and Recreation Commission.

SUBCOMMITTEE DISCUSSIONS

a. Summary Sheet

Trail Enhancement Update

There was nothing to report on this subject.

Special Events Update

Mr. Welborn reported that he attended the Holiday Tree Lighting Event and it was well attended and everyone seemed to have a great time. He recommended that a Police escort be provided for pedestrians crossing the street on Quincy from the Cherry Hills Elementary School.

Ms. Barsch suggested adding a Holiday tree with tags where people can write what they are grateful for and what they wish for. She saw the idea in Greenwood Village and thought it would be a great idea for the Holiday Tree Lighting event.

Mr. Lucas asked for volunteers to work on the Special Events Committee to plan the car show in 2013.

Communications/Crier Article

Mr. Lucas reported that he wrote an article for the Village Crier about the City's trails. He asked that if Commission members have any ideas or suggestions for future Crier articles to let him know.

General Updates

Mr. Lucas suggested that PTRC members start attending the City Council meetings on a monthly basis and rotate between Commission members.

Mr. Welborn added that the meetings are very informative and they provide the PTRC the opportunity to be more informed and to communicate their goals and objectives.

b. Parks, Trails and Recreation Enhancement

(i) Zoning requirements and approval process for Public Recreation Facilities
presented by: Rob Zuccaro, Community Development Director

Mr. Zuccaro addressed the PTRC regarding the approval process for Public Recreation Facilities in the 0-1 Zone District. He reported that most of the parks and open spaces in the City are zoned 0-1 and he was asked to make a presentation in reference to placement of climbing boulders in one of the City's parks and what type of approval process might be required.

Mr. Zuccaro noted that within the 0-1 zone districts there is a set of regulations and a list of permitted land uses that are broken down into the following three categories:

- Permitted Uses - Use by right, no approval by City Council
- Special Exceptions - Use allowed only after Planning and Zoning (P&Z) and City Council Review
- Conditional Uses - Use allowed only after P&Z and City Council Review

After consulting with the City Attorney staff determined that the placement of climbing boulders best fits in the category of Public and Nonprofit Recreational Facilities, which is listed under Special Exceptions. Special Exceptions require special approvals and Mr. Zuccaro reviewed Article 20 that outlines the process for these types of structures. There is a preliminary application review process to get informal feedback from the Planning and Zoning Commission. This process can be waived by the City Manager. The proposal first goes to the Planning and Zoning Commission where they hold a public hearing to review the request. The public hearing notice entails notifying all adjacent property owners, placing a sign on the property where the structure will be located and putting notice in the Villager. The proposal then goes to the City Council where they hold another public hearing. The Parks Commission and staff can also initiate a request and application to the Community Development Department and they will process the application.

Mr. Zuccaro pointed out that there are some alternatives that may make the process easier for these types of structures and the Parks Commission can propose an amendment to the zoning ordinance. Any zoning amendment would need to be approved by the Planning and Zoning Commission and by City Council. He noted that the current zoning language was adopted in 2000 and prior to that he did not find any mention of Public Recreation Facility.

Ms. Barsch asked if the Planning and Zoning Commission follows a standard review process.

Mr. Zuccaro responded that there is no list of review criteria.

Mr. Lucas questioned how the horse arenas and playground equipment in John Meade Park were approved.

Mr. Zuccaro responded that in his research he did not find any record of a review process to add those facilities and he believes they were added prior to 2000.

Mr. Zuccaro reviewed the application process with the Parks Commission. He said the Commission could complete the process within 2-3 months. The required documentation would include an accurate site plan of where the boulders are going to be placed including confirmation that they are not in the floodplain and photos of what the boulders will look like. He said this would be enough information to schedule a public hearing with the Planning and Zoning Commission. City Staff would need to send out a public notice for the Planning and Zoning hearing and the City Council hearing.

Mr. Welborn indicated that other alternatives are worth considering to establish that only one public hearing is required in the process.

Mr. Zuccaro recommended a joint study session with City Council to identify the issue and have discussion to obtain some consensus and direction for staff to work with the City Attorney on an amendment.

Ms. Barsch expressed that getting clarification is very important. She is concerned with the process of having to hold three public hearings and she does not see the point. The Commission has already been through the hearing process and she does not recommend moving forward with two more public hearings until the Commission has clarification of the process.

The Commission discussed options on how to move forward with the climbing boulders.

Mr. Wellborn suggested that the study session should include a discussion of the mission and charter of the Parks Commission.

Mr. Zuccaro agreed that a study session with City Council is a good direction to move forward and he could work with Councilor VanderWerf to get it scheduled. He said the study session could also include a discussion on the mission and charter of the Parks Commission if so desired.

Mr. Zuccaro suggested that as an alternative to a study session the Commission could work with the City Attorney and staff to propose an amendment to the approval process. Staff could inform City Council that the Commission would like to work with staff to propose an amendment to the process, and with direction from City Council, the Commission could start brainstorming alternative processes that would make more sense for approval of Public Recreation Facilities. Staff could then prepare a report to City Council for an ordinance amendment.

Ms. Barsch pointed out that the Commission needs to keep Quincy Farm in mind throughout this process.

Mr. Wellborn suggested that he could draft some alternatives to the ordinance for consideration.

Mr. Zuccaro stated that staff could also draft 2-3 alternatives to the approval process based on the information presented this evening. The draft will be distributed to the PTRC for their review.

Mr. Wellborn agreed that staff should draft alternatives for consideration.

The Commission opened discussion on how the High Line Canal is zoned. Mr. Zuccaro stated that the zoning depends on the adjacent residential zoning. The Commission discussed the pros and cons of changing the zoning of the High Line Canal.

The Commission discussed concerns with future development of the High Line Canal and asked Mr. Zuccaro for guidance in researching the easement rights that the City has on the High Line Canal Trail.

The Commission asked for clarification on their role in the Parks budget process as it will have an impact on moving forward with some of the things they are proposing.

Mr. Goldie responded that it is clearly stated that the PTRC is fully involved in the capital side of the Parks budget, but not the operational side. He explained that the Commission has the option to go before City Council at any time to request a supplemental appropriation of funds if there is a capital project that was not budgeted for.

The Commission discussed having a study session at the March 2013 PTRC meeting with the City Attorney present to provide clarification on their role with the Parks budget. Mr. Lucas agreed to contact Commission members prior to the study session to collect their thoughts and he will schedule the study session when the City Attorney can be present.

(ii) Highline Access Trail Report (Albion Street and Dahlia Street)

Mr. Berninzoni reported that Parks staff installed signs and bollards at the High Line Canal access trails at Albion Street and Dahlia Street.

REPORTS

a. Parks Division Maintenance Log

There was nothing to report on this subject.

b. City Council Report

Councilor VanderWerf gave an update on the High Line Canal Working Group. She commended Arapahoe County Commissioner Susan Beckman for her inspiration to the group.

Councilor VanderWerf reported that representatives from each County along the High Line Canal met with Denver Water and subsequently with Urban Drainage to discuss ideas on how to get water down the High Line Canal. The group discussed storm drainage and rain runoff as possible options. Councilor VanderWerf pointed out that Cherry Hills Village is being looked at as a test case when looking at irrigation of trees along the High Line Canal.

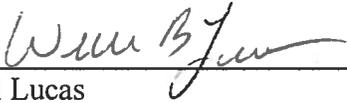
NEW BUSINESS

Mr. Lucas reported that the Quincy Farms Visioning Committee will include Jeff Ferrell, Jeff Welborn, Karen Barsch, Harriet LaMair, Laura Christman and Debbie Welles. City Council will also designate a Council Liaison to the Committee. The Committee will hold their first meeting at 5:00 p.m. on February 13, 2013 prior to the PTRC meeting.

ADJOURNMENT

There being no further business the meeting was adjourned at 7:55 p.m.

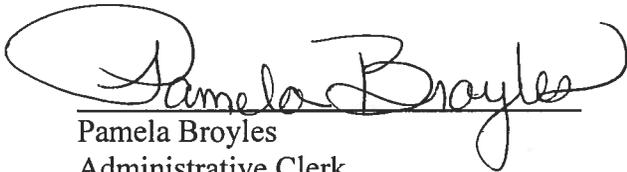
The next scheduled PTRC meeting is February 13, 2013.



Bill Lucas
Committee Chairperson



Ryan Berninzoni
Parks, Trails and Recreation Administrator



Pamela Broyles
Administrative Clerk