

Minutes of the Parks, Trails & Recreation Commission
City of Cherry Hills Village, Colorado
Thursday, April 11, 2013
at the Village Center

Commission members in attendance: Bill Lucas, Jeff Ferrell, Karen Barsch, Robert Eber, Colleen Dougherty, Councilor Katy Brown. Employees present: Ryan Berninzoni, Parks, Trails and Recreation Administrator, Matt Krebsbach, Parks Crew Chief, Pamela Broyles, Administrative Assistant.

Absent: Jeff Welborn, Jim Fairbairn

CALL TO ORDER

Chairman Bill Lucas called the meeting to order at 6:30 p.m.

APPROVAL OF THE MARCH 14, 2013 MINUTES

Mr. Jeff Ferrell moved to approve the March 14, 2013 minutes as presented. Ms. Karen Barsch seconded the motion and it passed unanimously.

AUDIENCE PARTICIPATION

There was no audience participation.

**PROPOSED 0-1 ZONE DISTRICT APPROVAL PROCEDURE AMENDMENTS:
ROB ZUCCARO, COMMUNITY DEVELOPMENT DIRECTOR**

Mr. Zuccaro addressed the Commission and shared a revised version of the code based on input from the Commission at the March meeting. The following three main items were incorporated:

1. Move forward with the Parks, Trails and Recreation Commission (PTRC) reviewing any applications for public recreation facilities.
2. The PTRC would have the option to hold a public hearing or a public meeting.
3. Add a new subsection to the review process for public recreation facilities that allows minor modifications to be reviewed by staff.

Mr. Zuccaro reviewed four different criteria for minor modifications. If the modification meets the criteria then the City Manager can make the determination whether it is allowed or not allowed. If the City Manager is not comfortable approving a modification it can be reviewed by City Council.

Mr. Zuccaro confirmed that the City Attorney has approved the document. Mr. Zuccaro stated that if the PTRC moves forward, the next step is to go before the Planning and Zoning Commission (P&Z) to propose the changes.

The Commission discussed the application form and process.

Mr. Zuccaro confirmed that the application would most likely be completed by Staff and would require additional materials such as a site plan, elevation drawing and drainage report if applicable. He stated that Community Development would review the application to make recommendations and determine if it meets City Code. The PTRC would then address City Council.

Ms. Barsch recommended removing the words "and the intent of the City's Master Plan" under section 16-20-40.

The Commission reviewed Section 16-20-60; Minor Modifications to Public Recreation Facilities. They discussed adding an additional section to the minor modification criteria that would allow additional items to be considered.

The Commission agreed to remove benches and signage from the criteria list since staff already has the authority to take care of these maintenance items.

The Commission discussed parking and lighting and whether they should be considered minor modifications. They agreed that Staff would be better equipped to make decisions on changes to the parking footprint and surface area.

The Commission agreed to approve the proposed amendment with the following changes:

1. Remove "and the intent of the City's Master Plan" in section 16-20-40.
2. Remove benches and signage.
3. Revise the parking section to include modifications cannot expand the footprint of the parking area.
4. Add an additional section to the criteria list that allows discretion of the City Manager to approve items that are minor in nature, but are not specifically listed. Have the City Attorney review the wording of this section.
5. Incorporate all of Mr. Welborn's suggested changes.

Ms. Karen Barsch moved to approve the proposed amendment to Public Recreation Facilities in the O-1 District subject to changes agreed upon by the PTRC and to move forward with proposing the code amendments to the P&Z Committee. Mr. Robert Eber seconded the motion and it passed unanimously.

Mr. Zuccaro confirmed that he will coordinate with Mr. Lucas on the date and time to propose the amendments to the P&Z Commission. The Commission agreed to plan for the May 14th P&Z meeting.

Mr. Lucas agreed to write a support letter to the P&Z Commission and attend the meeting when the proposal is presented.

SUBCOMMITTEE DISCUSSIONS

a. Summary Sheet

Trail Enhancement Update

There was nothing to report on this subject.

Special Events Update

Ms. Dougherty reported that the second annual car show is scheduled for September 15th. The City has a signed contract with the Cherry Hills Village Elementary School to hold the event in their parking lot. A backup date is scheduled for September 29th. The registration fee is \$35.00 per vehicle. Ms. Dougherty reported that the Committee is looking at additional ways to promote special events to the Community. One idea is to place signs in yards of PTRC members. Another idea is to display the signs a few months in advance at short intervals. Mr. Berninzoni will look into signage restrictions in the City Code.

Ms. Dougherty reported that the annual Outdoor Movie Night is scheduled for Saturday, August 24th. The Committee discussed having a 3D Movie if they can get someone to sponsor or loan the eye glasses for the event. Mr. Eber agreed to contact an acquaintance who may be able to assist with glasses for a 3D movie.

Ms. Dougherty reported that the Holiday Tree Lighting event is scheduled for Friday, December 13th.

Communications/Crier Article

Mr. Lucas wrote an article for the Crier.

General Updates

There was nothing to report on this subject.

b. Parks, Trails and Recreation EnhancementReport on Quincy Farm Visioning Committee - Jeff Ferrell

Mr. Ferrell gave a brief report on the February Quincy Farm Visioning Committee (QFVC) meeting where three consultants reported on the trees, pond and general infrastructure of the property.

Mr. Ferrell reported that the QFVC met again on April 2nd where Ms. Christman reviewed the legal documents for the property including the Conservation Easement, water rights and leases.

Mr. Lucas reported that the Committee made a decision on the consultant position and they are working on a contract. They are very excited and confident that the consultant will be an asset to the QFVC.

REPORTS**a. Parks Division Maintenance Log**

The Parks Division continues to work on irrigation, aerating and general maintenance. The crew is in the final stages of the project at Quincy Avenue and Clarkson.

b. Update on 2013 Tree Planting Program

Mr. Berninzoni reported that the second annual Tree Planting Program was a success and trees will be delivered on April 18th and 19th.

c. City Council Report

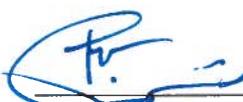
Councilor Katy Brown reported that the First Church of the Nazarene will expand their facility and develop vacant lots into additional parking spaces to meet the City's parking requirements. The additional parking is adjacent to the Highline Canal and may provide an opportunity for better access to the Canal. The additional parking spaces could also provide an opportunity to hold the annual car show in the future.

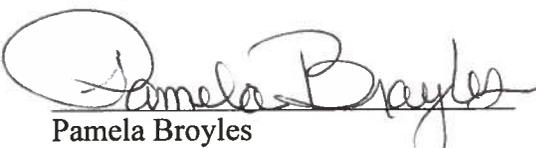
ADJOURNMENT

There being no further business the meeting was adjourned at 8:50 p.m.

The next scheduled PTRC meeting is May 9, 2013.


 Bill Lucas
 Committee Chair


 Ryan Berninzoni
 Parks, Trails and Recreation Administrator


 Pamela Broyles
 Administrative Clerk

Parks & Trails Commission
 04/11/13