

Minutes of the  
Planning and Zoning Commission of the City of Cherry Hills Village, Colorado  
Held on Tuesday, August 13, 2013 at 6:30 p.m.  
At the Village Center

**CALL TO ORDER**

Vice Chair Savoie called the meeting to order at 6:35 p.m.

**ROLL CALL**

Present at the meeting were the following Planning and Zoning Commissioners: Vice Chair Peter Savoie, Commissioner David Wyman, Commissioner Joe Rubin, Commissioner Steve Szymanski and Commissioner Al Blum.

Present at the meeting were the following staff members: Robert Zuccaro, Community Development Director and Kim Stremel, Community Development Clerk.

Also present at the meeting were Jerry Walker, Associate Head of School, Kent Denver School and Bryan Deloy Schmidt, Principal Architect for Semple Brown Design, P.C.

Absent were Chair Laura Christman and Commissioner Joe Poché.

**APPROVAL OF MINUTES**

Vice Chair Savoie made a motion, which was seconded by Commissioner David Wyman, to accept the June 25, 2013 minutes.

The motion passed unanimously.

**AGENDA ITEMS**

***Preliminary Application Review – Kent Denver Expanded Use Permit Application to build an approximately 16,450 square foot gymnasium addition***

Mr. Zuccaro stated that the application was being presenting for preliminary review. The proposal is for a 16,450 square foot gymnasium addition to their field house facility. The preliminary review step includes review of the preliminary site plan, elevations, parking and a preliminary drainage report. A final application will follow with more detailed information and will be reviewed by the Commission at a public hearing for recommendation to the city Council.

Mr. Zuccaro reviewed the location of the existing building and the proposed addition to the west. Mr. Zuccaro stated the Commission may notice while reviewing the elevations, that the proposed facility is taller than the existing Fieldhouse. This increase is within code requirements (35 feet in the R-1 Zone District) as the code has been amended since the previous facility was built with a maximum height of 30 feet. The new gymnasium is far enough from all setbacks so the bulk plane is not a consideration for this addition.

Mr. Zuccaro stated that with the gymnasium expansion, the total parking requirement for Kent Denver would be 980 spaces. The campus currently has 731 parking spaces; the proposal is add 49 new spaces so that there would be 780 spaces campus wide. The new spaces would be acquired through re-striping an existing lot and additional lots to the west of the building. Kent Denver is asking for a reduction in the number of required spaces. Municipal Code Section 16-16-10(c) allows for a parking reduction of up to 40% if the

applicant demonstrates that the parking needs of the use will be adequately served. Kent Denver is seeking a 20% reduction. Kent Denver has provided an exhibit in support of the reduction request showing 640 spaces within ¼ mile of the gym. Traditionally, a ¼ mile walk to a venue is considered a reasonable distance. A 2005 parking survey, conducted by the school, showed that 411 spaces were needed when two varsity events were being conducted at the same time. Additionally, campus-wide there are other parking spaces available should they be needed, both paved and in the open fields around the campus. Staff feels the 20% reduction is justifiable and would support such a reduction.

Mr. Zuccaro stated the last item Staff would like to comment on is the architectural accent lighting that is being proposed for the new facility. All of the proposed lighting is in compliance with the code, as long as it's turned off by 11:00 p.m. each day. However, staff is suggesting that consideration be given to eliminating the architectural accent lighting on the new gymnasium, as Staff feels it may not be appropriate to have the façade of the building glowing at night, due to the rural character of the surrounding area.

Mr. Zuccaro said that when a full proposal comes in it will include a traffic analysis a full drainage report. Staff will provide additional analysis at that time. Mr. Zuccaro then concluded Staff's presentation and opened the floor to questions.

Commission Blum inquired about the height of the building which is showing 37 feet. He asked if the code does not state a 35 foot maximum height.

Mr. Zuccaro replied that from a finished floor level the highest point of the building would be 37 feet. The height of the building is measured from the center point of the overall structure. There may be some facades of the building that look to be 37 feet, but Mr. Zuccaro said from center point the building is 35 feet.

Commissioner Rubin inquired if the proposal is going to require a variance from the existing flood plain.

Mr. Zuccaro demonstrated the existing flood plain on Exhibit C2. The school is purposely placing the new structure and drainage out of the flood plain area. The flood plain will not be impacted.

Commissioner Wyman inquired what the setback is from the west property line (Monroe Lane).

Mr. Zuccaro replied that he does not have that information, however, the images in the exhibits are to scale, so it would appear to be 400 – 500 feet. He will obtain this information and have it available in the future.

Commissioner Wyman asked if the school is envisioning putting in an additional water and sewer tap.

Mr. Zuccaro replied a sewer easement was being relocated, but did not know about a new sewer or water tap.

Commissioner Wyman commented that he noticed on the utility plan there is a 4 foot manhole cover. Does this mean the manhole is 4 feet deep or 4 feet in diameter? If it is 4 feet deep, that does not seem sufficient.

Mr. Zuccaro said he did not have information on the 4 foot measurement.

Commissioner Wyman then inquired what the "STM" on the manhole meant.

Mr. Jerry Walker, Kent Denver School, commented that it stands for storm sewer.

Commissioner Wyman asked Mr. Walker why Kent Denver needed the expansion.

Mr. Walker replied that approximately 1 year ago, the school identified three needs in their strategic plan; remodel work in the library, replacement of an athletic field with synthetic turf and the need of an additional gymnasium. The school has a fieldhouse that was built in the 1960's which serves as their gymnasium. This fieldhouse supports all athletic teams at Kent Denver. Kent Denver has a requirement that all students must participate in an athletic sport. Due to this policy, the school at times has had to run practices throughout the day from 5:00 a.m. until 10:00 p.m. in order to support all of the teams. These schedules can be hard on students and a burden to the families of non-driving students. Practice schedules are so tight at the school that in the past the school has rented gym time at other facilities. The best solution to the school's current problem with limited gym space is to build a new facility. A new facility would allow the school to conduct up to 4 practices at a time, which would greatly ease practices schedules. Additionally, it would allow an additional venue for athletic competition and games could be run simultaneously.

Commissioner Wyman inquired if the old gym is being kept.

Mr. Walker remarked yes, it is being kept.

Commissioner Wyman confirmed the new facility would seat 850 people.

Mr. Walker replied that is correct and added that one of the benefits of the new facility would be that it allows the entire student body to gather in one place with no grades having to sit on the floor, as they currently do. The school population will still remain at approximately 670 students with 100 faculty members.

Vice Chair Savoie asked what is the capacity of the Anschutz facility on campus.

Mr. Walker reported that building's capacity is 500.

Vice Chair Savoie advised Mr. Walker if he is concerned about the parking situation on campus, knowing that many event attendees park on the lanes throughout the campus and not in the designated parking lots. Mr. Savoie commented it will be difficult to get his support on the current parking proposal.

Mr. Walker stated that they are trying to balance parking demands while not over paving the campus. There are many days per year when parking lots are only half full. School officials would rather have overflow situations a few times a year versus paving more of the campus grounds. Mr. Walker continued by saying the school does have a concern for the balance of safety on the school grounds in relation to parking. In the 14 – 15 years he has been associated with the campus there have been no accidents attributed to vehicles being parked on the sides of the lanes.

Vice Chair Savoie said the issue still remains uncomfortable to him when the school is asking for more floor area, but a reduction in the percentage parking reduction.

Mr. Walker stated he would like to work with Staff and the Commission to create a resolution to the parking issue. He continued by saying that a quick resolution would be for Kent Denver to not schedule simultaneous, "capacity" events on campus.

Vice Chair Savoie stated it would become incumbent upon the City to police these venues, and it simply isn't doable. Unless the school were to allow police personnel to patrol the grounds and cite improperly parked vehicles he is not agreeable to their proposal. Vice Chair Savoie also expressed a concern that emergency vehicles could not easily reach school buildings when cars are lining the lanes throughout the campus.

Mr. Walker shared with the Commission that in November 2012, Kent Denver hosted the state championship football game. Approximately 2500 people were in attendance. Kent Denver contracted extra duty law enforcement and emergency personnel for the event. Mr. Walker assured the Commission that emergency vehicles were able to easily move about the campus during this event.

Commissioner Wyman inquired if the game should have acquired a Special Event Permit?

Mr. Zuccaro replied no, as private schools are exempt from the Major Event Permit requirement.

Commission Blum asked Mr. Walker about the school's timeline to complete this project.

Mr. Walker replied that after the approval process, the school would like to begin right away and have a completion within 6 months, providing the weather is good.

Commissioner Szymanski asked who the general contractor will be for the project.

Mr. Walker replied most likely it will be CMC Group. They completed the cafeteria remodel for Kent Denver and are the general contractor for the library remodel that is in progress. Mr. Walker added that the new gymnasium will be a LEED facility.

Mr. Schmidt, from Semple Brown, began a presentation showing the footprint of the new gymnasium. It has an open design with evaporative cooling and frosted windows, allowing for more natural lighting during daytime hours, which will reduce energy costs. Additionally, there will be no rooftop mounted equipment.

Mr. Schmidt added the footprint of the structure is established by two basketball courts. The facility also includes restrooms and locker rooms for the home and visiting teams.

Vice Chair Savoie asked if there will be any renovations to the older gymnasium.

Mr. Schmidt replied the only change planned for the old gym is a fire suppression system.

Commissioner Rubin inquired if the west wall of the existing gym will remain.

Mr. Schmidt replied it would, the gymnasiums will be connected by an enclosed breezeway.

Commissioner Szymanski asked if the building will have a structural floor.

Mr. Walker answered most likely, but they are still awaiting the soils report. He noted there is bedrock approximately 7 feet below the surface, which then drops to approximately 20 – 30 feet, like an underground cliff. Ground water is also very close in this area.

Mr. Schmidt added the west wall doors are approximately 4 – 5 feet below grade, however, the court levels will be aligned with the existing court levels.

Mr. Walker commented that a few years back, the area received a 3 inch rain in a short amount of time. The event filled a good portion of the 100 year floodplain on campus. Water did enter the existing structure; however, it only reached the carpeted areas and did not impact the court. The school has 45 years' worth of good flood data and has specifically chosen this location for the new gymnasium and parking spaces based on that data. All new construction is located away from the flood plain.

Mr. Walker closed by saying Kent Denver will work on the parking plan with the City and they look forward to the next approval phase of the process.

*Proposed Amendment to Municipal Code Section 16-16-130 concerning temporary mobile wireless communications facilities.*

Mr. Zuccaro reported that Staff is presenting, for review and recommendation to the City Council, an ordinance amendment to provide modified review criteria and procedures for temporary mobile wireless communication facilities. Staff has recognized over the past few years while working on major events, such as recent golf tournaments, that the current code and the review process for a temporary mobile wireless facility don't relate, as written. Staff feels it would be beneficial to include this approval in an applicant's Major Event Permit. Staff is recommending the Planning and Zoning Commission and the City Council have approval authority for a temporary wireless mobile facility in these cases.

Mr. Zuccaro added that the ordinance amendment would also allow the City Manager to approve temporary mobile wireless communication facilities when emergency events or events of public interest were to take place. This amendment would allow the City Manager to authorize the permit and establish the time limits for the temporary permit.

Staff is recommending these amendments be approved as written.

Commissioner Wyman wanted to clarify that if this is to be included in a Major Event Permit, and once the Major Event Permit expires, this provision for the temporary wireless facility expires concurrently.

Mr. Zuccaro replied that is correct.

Commissioner Wyman asked if there have been problems with this type of permit.

Mr. Zuccaro answered no, however, when the U.S. Amateur was held within the City and NBC was here with their television compound there was some pushback from the local NBC affiliate and their attorneys, asking why these permits were necessary.

Commissioner Wyman asked if one of the major motivators for this amendment is the golf tournament coming into the City next year.

Mr. Zuccaro replied Staff would like to get the amendment approved before BMW applies for their Major Event Permit, which will be occurring soon.

Commissioner Rubin made a motion to recommend to the City Council approval of the proposed amendments to Municipal Code Section 16-16-130 providing regulations for *temporary mobile wireless facilities* as drafted in Exhibit A to the August 13, 2013 staff memorandum.

Commissioner Wyman seconded the motion and it pass unanimously.

Commissioner Syzmanski made a motion to adjourn. Commissioner Wyman seconded the motion, which was unanimously approved.

Vice Chair Savoie called the meeting adjourned.

**ADJOURNMENT**

The meeting was adjourned at 7:31 p.m.



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Laura Christman, Chair



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Robert A. Zuccaro,  
Community Development Director