

PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING

MAY 25, 2021

CALL TO ORDER

The Chairperson called the meeting to order at 5:35 p.m. via Zoom Meeting, a virtual meeting platform, pursuant to the Town's Electronic Participation Policy due to COVID-19. Commissioners Liske, Montague, Nelson, Mayor Pro-Tem Meyer, Mayor Clark and Chairperson Canright were in attendance. Commissioner Emilson was absent.

PUBLIC HEARING

1. Application for Preliminary Plat for Riverfront Village Planned Unit Development; Location: Triangle Subdivision, Lot 1; Address: TBD Highway 550; Zone: General Commercial; Applicant: John Simone, Alpine Homes Ridgway, LLC; Owner: Alpine Homes Ridgway, LLC

Staff Report dated May 25, 2021 presenting background, analysis and recommendation prepared by TJ Dlubac, AICP of Community Planning Strategies (CPS).

TJ Dlubac presented the Application for Preliminary Plat for the Riverfront Village Planned Unit Development. He noted a collaborative effort has been made to resolve the outstanding issues discussed at the April Regular Planning Commission Meeting, but more time is needed to finalize all issues. Mr. Dlubac said the Applicant requested the hearing be continued to the June Regular Planning Commission Meeting.

The Chairperson opened the hearing for public comment and there was none.

ACTION:

Mayor Clark moved to continue the Application for Preliminary Plat for the Riverfront Village Planned Unit Development in the Triangle Subdivision, Lot 1 until the June Regular Planning Commission Meeting. The motion was seconded by Commissioner Nelson. On a call for the roll call vote, the motion carried unanimously.

OTHER BUSINESS

2. Landscaping Regulations Update, Fourth Discussion

Staff Report dated May 20, 2021 presenting background, analysis and recommendation prepared by Katie Schwarz, AICP of Community Planning Strategies.

Planner Schwarz provided a PowerPoint presentation for the landscape updates based on feedback from the community, staff and the Planning Commission. She reviewed code structure, water conservation, minimum requirements, requirements versus recommendations, deviations, landscaping plan and applicability. Ms. Schwarz explained the existing language is scattered throughout the municipal code making it confusing and hard to interpret. Schwarz recommended

restructuring the language for clarity as well as creating a new section in the municipal code specific to landscaping that will alleviate confusion and enhance administration and enforcement.

The Commissioners agreed reformatting the language for landscaping is appropriate for the update. They discussed the proposed updates with Ms. Schwarz and Mr. Dlubac. Resident Jennifer Cram also participated in the discussion and provided feedback. Planner Schwarz encouraged the Commissioners to send additional feedback to her via email by June 4. The Planner will incorporate the additional comments into the next draft of the landscaping regulations for the June Regular Planning Commission Meeting. She will also provide schematics showing dimensional requirements with scenarios depicting comparisons between the proposed regulations and the current regulations.

### 3. Resume In-Person Meetings Discussion

It was noted that existing and changing conditions for the pandemic still must be monitored, and Town staff remotely communicates with a temporarily outsourced planning firm (CPS), which makes it difficult to resume in-person meetings at this time. The Commissioners agreed to individually gage the pandemic conditions prior to the next meeting to see when in-person meeting might be possible.

### APPROVAL OF THE MINUTES

#### 4. Approval of the Minutes from the Meeting of April 27, 2021

#### ACTION:

Councilor Nelson moved to approve the Minutes from April 27, 2021. The motion was seconded by Mayor Clark. On a call for the roll call vote, the motion carried unanimously with Commissioner Liske abstaining.

### ADJOURNMENT

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Karen Christian  
Deputy Clerk