

PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
OCTOBER 26, 2021

CALL TO ORDER

The Planning Commission convened both in-person at 201 N. Railroad Street, Ridgway, Colorado and via Zoom Meeting, a virtual meeting platform, pursuant to the Town's Electronic Participation Policy, due to the COVID-19 pandemic.

The Chairperson called the meeting to order at 5:30 p.m. In attendance were Commissioners Emilson, Liske, Montague, and Nelson; Mayor Pro Tem Meyer, Mayor Clark and Chairperson Canright.

PUBLIC HEARING

1. Application for Final Plat; Location: Town of Ridgway, Block 20, Lots 16-18; Address: 377 N. Laura Street; Zone: Historic Residential; Applicant: Beth Lakin; Owner: Beth Lakin

Staff Report dated October 22, 2021, presenting background, analysis and recommendation prepared by TJ Dlubac, AICP of Community Planning Strategies.

TJ Dlubac presented the application for final plat that would reconfigure 3 existing lots into 2 lots. He explained that after review of the information received it was discovered that the current sewer main line in the alley to the west of the property does not extend far enough to the south to service the newly proposed lot configuration. He noted the Applicant has since requested the hearing be continued to the November 30, 2021, Planning Commission Regular Meeting to provide time for Staff and the Applicant to discuss options to resolve the issue with the sewer line.

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

ACTION:

Mayor Clark moved to continue the hearing for the Application for Final Plat for Block 20, Lots 16-18 at the request of the Applicant. The motion was seconded by Commissioner Liske. On a call for the roll call vote, the motion carried unanimously.

2. Application for Preliminary Plat; Location: Town of Ridgway, Block 28, Lots 16-20; Address: 283 N. Cora St.; Zone: Historic Residential (HR); Applicant Matt Mclsaac; Owner: Matt Mclsaac

Staff Report dated October 26, 2021, presenting background, analysis and recommendation prepared by TJ Dlubac, AICP of Community Planning Strategies. Letter received prior to the hearing from resident Raymond Ferguson.

Planner Dlubac presented an application for a preliminary plat for a proposed unit development (PUD) that will subdivide an existing lot into 7 individual parcels. He clarified that the original sketch plan was approved in July 2020, not July 2021 as noted in the Staff report dated October

26, 2021. Dlubac explained the existing structure on the lot would be one of the seven parcels and it could be further developed in the future through an amended PUD process. He noted the lot is currently designated as a Town Core Neighborhood District on the Future Land Use Map and is in a key transition location. Dlubac explained the five variations associated with the request; conditional use to allow more density, and variances for a reduction in lot area, increased lot width, increased lot coverage and reduced setbacks that would automatically be approved through the PUD process. He recommended approval of the request with the following conditions noted in the Staff Report dated October 26, 2021:

1. *The applicant shall address all outstanding planning comments identified in the planning review letter dated October 6, 2021, to the satisfaction of Town Staff prior to the application being scheduled for consideration at the Town Council.*
2. *The applicant shall address all outstanding engineering comments identified in the review comments sent to the applicant via email on September 24, 2021, to the satisfaction of Town Staff prior to the application being scheduled for consideration at the Town Council.*

Applicant Matt McIsaac said the Planner's conditional comments in the Staff Report have been addressed except for a few outlying engineering issues that should be resolved and submitted to the Planner soon. He explained an additional unit has been added since the original sketch plan to help fund the project.

The Commissioners discussed the request with staff and the Applicant.

The Chairperson opened the hearing for public comment.

Jack Petruccelli asked for clarification on the following questions: would accessory dwelling units be automatically allowed through the PUD process; is the reference to open space in the public hearings correct or is the space private property; is the open space included in the density calculations; would a row house design be allowed; and would many of the design elements discussed in the hearing between the Commissioners and Applicant be resolved before the preliminary plat approval, or would that be a consideration for Town Council?

The Chairperson closed the hearing for public comment.

The Planning Commission continued to discuss the request with the Applicant. Mr. McIsaac clarified short term rentals would not be allowed in the development. The Commissioners noted design elements would be resolved before recommending the plat approval to the Town Council. They further noted the Town's design standards would not allow row houses and expressed concerns of a monolithic structure. The Planner clarified the density calculation is based on the proposed six vacant lots and the Commissioners noted facade and proposed drainage are the areas of most concern. They commented that a dimensional rendition indicating streetscape elements, Cora Street elevations and transitional landscape screening would be helpful for their review of the development. The Planning Commission requested a plat note saying only one single-family dwelling could be constructed, as allowed in the HR Zone on the portion of the lot termed as open space in the hearing.

The Deputy Clerk read a letter received from Ridgway resident Raymond Ferguson. Mr. Ferguson expressed concerns regarding density, variances, height, sunlight, parking, walkability, affordability, and neighborhood character and aesthetics. The Commissioners noted the concerns are being addressed.

Applicant Mclsaac requested the hearing be continued to provide time to modify the design elements as discussed in the hearing.

ACTION:

Commissioner Liske moved to continue the Application for Preliminary Plat for Block 28, Lots 16-20 to the November 30, 2021, Regular Planning Commission Meeting. The motion was seconded by Mayor Clark. On a call for the roll call vote, the motion carried unanimously.

3. Discussion to Evaluate Existing Conditional Use Permit (CUP); Location: Town of Ridgway, Block 2, Lots 6-9; Address: 160 South Amelia St.; Zone: Downtown Services; Applicant: Kristina Olin; Owner: Kristina Olin

Staff Report dated October 21, 2021, presenting background, analysis and recommendation prepared by TJ Dlubac, AICP of Community Planning Strategies.

Dlubac presented a Conditional Use Permit for the office building at 160 South Amelia Street that was approved in 2003 and updated with conditions in 2007. He explained the use applied to the CUP was to be reviewed every two years, but a process was not established to review the CUP, nor does it specify who should perform the review. The Planner further explained the tenants in the building at that time required the CUP due to impacts to the neighborhood for a medical office business. The West Region Wildfire Council is proposing to take over tenancy so the CUP must be reviewed to determine if the new use would be allowed under the conditions of the existing CUP. Planner Dlubac recommended the Planning Commission evaluate the existing CUP and determine if it is still adequate, and if it should be allowed to continue with the proposed new tenancy.

Applicant Kristina Olin explained there would be approximately 5-8 employees with the new tenants as opposed to the 5 employees approved in the existing CUP. However, the traffic flow from the new tenants would be far less of an impact to the neighborhood than the previous tenants.

Jamie Gomez, Director of the West Region Wildfire Council explained the desire is to relocate the office from Montrose since most of the firefighting occurs in this region. He further explained the office would be for staff use with minimal traffic.

The Planning Commission discussed the conditions of the CUP with the Applicant. The Commissioners agreed the new use would be less of an impact to the neighborhood.

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

ACTION:

Mayor Clark moved to approve the proposed and continued use under the existing Conditional Use Permit for the West Region Wildfire Council at 160 S. Amelia St. The Planning Commission has evaluated the proposed use for the new tenants and agrees the current and proposed use aligns with requirements of the existing Conditional Use Permit. The Planning Commission acknowledges the oversight in reviewing the previous use every 2 years against the existing Conditional Use Permit. Staff is directed to work with the property owner to amend the existing Conditional Use Permit.

removing the 2-year review requirement. The revised, amended Conditional Use Permit for the use at 160 S. Amelia St. shall be submitted to the Planning Commission review and approval. Commissioner Nelson seconded the motion and it carried unanimously on a call for the roll call vote.

APPROVAL OF THE MINUTES

4. Approval of the Minutes from the Meeting of September 28, 2021

ACTION:

Councilor Liske moved to approve the Minutes from September 28, 2021. The motion was seconded by Mayor Pro Tem Meyer. On a call for the roll call vote, the motion carried, with Commissioner Emilson abstaining.

ACKNOWLEDGEMENTS

5. Commendation for Chairperson Doug Canright

Mayor Clark along with the members of the Planning Commission thanked Chairperson Canright for his many years of service.

OTHER BUSINESS

6. Discussion Regarding Planning Commission Recommendations to the Town Council

The Commissioners discussed recommendations to the Town Council with the Town Manager and agreed Town Council actions from Planning Commission recommendations should be a standing Planning Commission Regular Meeting agenda item.

The Planner was directed to provide a report showing the inventory of commercial and industrial use parcels.

Town Manager Neill reported the final water study report should be available sometime in January and the salary classification report has been provided to the Town Council.

ADJOURNMENT

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Karen Christian
Deputy Clerk