

PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
NOVEMBER 30, 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.

Mayor Clark called the meeting to order at 5:30 p.m. Commissioners Emilson, Franz, Liske, Montague, Nelson, Mayor Pro Tem Meyer, and Mayor Clark were in attendance.

SELECTION OF OFFICERS

1. Appointment of Chairperson, Vice Chairperson and Introduction of New Commissioner

The Commissioners discussed nominations to the Planning Commission.

ACTION:

Mayor Clark moved to appoint Commissioner Michelle Montague to serve as the Chairperson of the Ridgway Planning Commission for a 2-year term that will expire on November 1, 2023. Mayor Pro-Tem Meyer seconded the motion. The motion carried unanimously on a call for the roll call vote.

Mayor Clark requested comments from the public and there were none.

ACTION:

Chairperson Montague moved to appoint Commissioner Bill Liske to serve as the Vice Chairperson of the Ridgway Planning Commission for a 2-year term that will expire on November 1, 2023. Commissioner Franz seconded the motion and it carried unanimously on a call for the roll call vote.

Chairperson Montague requested comments from the public and there were none.

Mayor Clark welcomed Jennifer Franz to the Planning Commission as the newly appointed commissioner who will replace Doug Canright.

PUBLIC HEARING

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

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

TJ Dlubac presented an application for final plat that was continued from the October 26, 2021, Regular Planning Commission Meeting. He explained that after discussing the options available

to the Owner it was determined that application should be delayed, allowing time for the sewer line extension design, construction and to receive Town approval. Mr. Dlubac noted Ms. Lakin requested the application be deferred to the April 2022 Regular Planning Commission Meeting.

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

ACTION:

Commissioner Nelson moved to continue the Application for Final Plat for 377 North Laura Street; Owner Beth Lakin, until the April 26, 2022, Regular Planning Commission Meeting on the basis that the sewer line extension will be designed and approved by the Town. Commissioner Liske seconded the motion and it carried unanimously on a roll call vote.

3. Introduction of Staff Planner for Community Planning Strategies (CPS)

TJ Dlubac introduced Kris Valdez who recently joined CPS and will be assisting Town Staff with planning functions.

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

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

Dlubac presented an application for preliminary plat that was continued from the October 26, 2021, Regular Planning Commission Meeting to provide time for the Applicant to modify design elements. He received clarification that Commissioner Franz has been attending the Planning Commission meetings for the past six months as part of the public so there was no need to review prior hearings for the application. The Planner recommended approval of the application to the Town Council with the following conditions:

- 1. The applicant shall address all outstanding planning comments identified in the planning review comment 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 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 Mclsaac reviewed updated renditions for the six-unit structure, noting design changes to address mass and drainage issues. He noted the structure will be situated approximately 40' from the street instead of abutting the street as originally planned. Mclsaac further noted the storm water drainage engineering has been reconciled with the neighboring Space to Create Project.

The Chairperson opened the hearing for public comment.

The Town Manager and Deputy Clerk read letters from residents Cody Monroe and Nick Wasser who were in favor of the project, and resident Raymond Ferguson who was opposed to the project. Speaking from the audience resident Jay Patterson spoke in favor of the project.

The Chairperson closed the hearing for public comment.

ACTION:

Commissioner Nelson moved to recommend approval of the Mclsaac Subdivision Planned Unit Development and Preliminary Plat to the Town Council, address: 283 N. Cora Street; Owner Matt Mclsaac with the following conditions: 1. The applicant shall address all outstanding planning comments identified in the planning review comment 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 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. 3. There shall be a plat note limiting short-term rentals to one bedroom in each dwelling. 4. There shall be a plat note allowing only 1 accessory dwelling unit and 1 single family residence on Lot 1. Commissioner Liske seconded the motion. The motion carried on a vote of 6 to 1.

APPROVAL OF THE MINUTES

4. Approval of the Minutes from the Meeting of October 26, 2021

ACTION:

Councilor Liske moved to approve the Minutes from October 26, 2021. The motion was seconded by Mayor Pro Tem Meyer. On a call for the roll call vote, the motion carried unanimously with Commissioner Franz abstaining.

OTHER BUSINESS

5. Discussion to Reschedule the December Regular Planning Commission Meeting

The Commissioners agreed to move the December Regular Planning Commission Meeting to January 4, 2022.

6. Planning Commission Recommendations to the Town Council

The Town Manager advised the Commissioners that the Riverfront Village Preliminary Planned Unit Development and Preliminary Plat was submitted to the Town Council with amendments to lot coverage and landscaping calculations. The Planning Commission recommended approval of the application at the July 13, 2021, Regular Planning Commission Meeting. Town Council approved the request with the conditions submitted in the Staff Report prepared by TJ Dlubac, AICP.

TOWN MANAGER AND COMMISSIONER UPDATES

7. Manager Neill discussed quasi-judicial refresher-training for Commissioners and Councilors. He will coordinate the training sometime in January.
8. The Town Manager will meet with Commissioner Franz, the Town Attorney and Chairperson Montague on December 14 for orientation training.
9. Commissioner Nelson and Mayor Pro-Tem Meyer will provide a presentation regarding the Ridgway water delivery system to the Land and Water Commission on December 9.

10. The Town Manager noted the Water Supply Analysis Report should be finalized by the consultants in January.

ADJOURNMENT

The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Karen Christian
Deputy Clerk