<table>
<thead>
<tr>
<th>ESTIMATED TIME</th>
<th>ELECTRONIC AGENDA ITEM</th>
<th>PUBLIC HEARING/ACTION</th>
<th>ELECTRONIC LOCATION AND PRESENTOR</th>
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<tbody>
<tr>
<td>Agenda</td>
<td></td>
<td>Tab A</td>
<td></td>
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<tr>
<td>6:30</td>
<td>Call to Order</td>
<td></td>
<td>Chair Classen</td>
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<td></td>
<td>Roll Call</td>
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<td></td>
<td>Pledge of Allegiance</td>
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<tr>
<td>6:35</td>
<td>Public Comments - Each speaker will limit comments to no more than three (3) minutes, with a total time of 30 minutes allotted to public comments, pursuant to Section 2.28.020 of the Silt Municipal Code</td>
<td>Action Item</td>
<td>Tab B Chair Classen</td>
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<tr>
<td>6:40</td>
<td>Consent agenda –</td>
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<tr>
<td>5 min</td>
<td>1. Minutes of the December 7, 2021 Planning &amp; Zoning Commission meeting</td>
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<tr>
<td></td>
<td>Conflicts of Interest</td>
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<td></td>
<td>Agenda Changes</td>
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<tr>
<td>6:45</td>
<td>Site Plan Review for Lot 3 – River Trace (AKA Village at Painted Pastures) – For Mini-storage</td>
<td>Action Item</td>
<td>Tab C Planner Chain</td>
</tr>
<tr>
<td>30 min</td>
<td></td>
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<tr>
<td>7:15</td>
<td>Planning update –</td>
<td></td>
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<tr>
<td>15 min</td>
<td>• Introducing Dusti Tornes Comm Dev Admin Assistant</td>
<td>Info Item</td>
<td>Verbal Update Planner Chain</td>
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<tr>
<td></td>
<td>• 2 acre- Enclave – Under contract for Town purchase</td>
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<td>• 2-acre enclave – Zoning at Feb P&amp;Z Meeting</td>
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<td></td>
<td>• Short term Rental – Town Action</td>
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<td></td>
<td>• Other – as necessary</td>
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<tr>
<td>7:30</td>
<td>Commissioner Comments</td>
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<td>10 min</td>
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<tr>
<td>7:40</td>
<td>Adjournment</td>
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The next regularly scheduled meeting of the Silt Planning & Zoning Commission is tentatively set for Tuesday, February 1, 2022, at 6:30 p.m. Items on the agenda are approximate and intended as a guide for the Planning and Zoning Commission. “Estimated Time” is subject to change, as is the order of the agenda. For deadlines and information required to schedule an item on the agenda, please contact the Town of Silt at 876-2353. Please be aware that this agenda is given to the public and to the Commission in electronic form. If you require a hard-copy, please request one before or after the scheduled meeting. Normal Town copying charges may apply. Thank you.
TOWN OF SILT
REGULAR PLANNING AND ZONING COMMISSION MEETING
DECEMBER 7, 2021 – 6:30 P.M.
HYBRID MEETING

The Silt Planning and Zoning Commission held their regularly scheduled meeting on Tuesday, December 7, 2021. Chair Classen called the meeting to order at 6:32 p.m.

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Roll call

Present
Chair Chris Classen
Vice-chair Lindsey Williams
Commissioner Eddie Aragon
Commissioner Joelle Dorsey
Commissioner Robert Doty
Commissioner Marcia Eastlund
Commissioner Kim Leitzinger

Also present were Town Administrator Jeff Layman, Planner Mark Chain, Town Clerk Sheila McIntyre, Community Development Coordinator Nicole Centeno and Community Development Administrative Assistant Dusti Tornes.

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Pledge of Allegiance

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Public Comments – There were no public comments.

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Consent Agenda

1. Minutes of the November 2, 2021 Planning & Zoning Commission meeting.

Commissioner Dorsey made a motion to approve the consent agenda as presented. Commissioner Eastlund seconded the motion, and the motion carried unanimously.

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Conflicts of Interest – There were no conflicts of interest.

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Agenda Changes – There were no agenda changes.

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Update from Community Development Coordinator Nicole Centeno

Coordinator Centeno went over all the permits, BEST Tests, Contractors Licenses, Business Licenses issued for this year in Silt. She also went over all the events that Silt had this year and told a little about each of them.
Planning Update – Year-end report

• Camario Update

Camario is out of contract but going back into contract. The Town is in the process of doing a unilateral annexation of the 2-acre parcel just west of Camario. Planner Chain will be bringing the annexation and zoning ordinance before the Planning Commission possibly in January or February of next year. The Orchard Avenue right-of-way will be extended through this 2-acre parcel and connect through to Camario someday in the future. The Town would like to buy the two-acre parcel and expand the park and fix the drainage.

• Short-term Rental Update

Planner Chain talked about wanting to track the short-term rentals (less than 30 days) in the Town. They (a property owner) will need to apply for a business license to have the short-term rental to track sales tax and lodging tax. The board feels they are a good thing to follow and regulate. Planner Chain will be adding a section to the Town’s Zoning Regulations in Title 17 and there will also be an update to the licensing section of the Municipal Code in January or February.

• River Run Storage Update

Ministorage has been requested on the west and north portions of the site immediately adjacent to the small single-family home area. Therefore, a site plan review application will be coming before the staff soon. Storage would be available to anyone, not just those living in the KOA. The goal is to have it on the January meeting. The board feels that they need to look good inside the lots and outside if you are driving down the road.

• River Trace Storage Update

River Trace Storage is located south of the roundabout for Painted Pastures. The site plan is coming in for lot 3 for ministorage in January. There will be commercial on lot 1 coming before the Commission next year to review.

• Rislende

Rislende is moving forward with a minor subdivision of 15-19 acres adjacent to the BLM. Planner Chain explained that there could be a possibility of the parcel being split with 5 acres being used for rentals.

• Main Street Plaza –

Planner Chain went over the proposed development and maybe some proposed changes to the PUD. There are a number of inquiries from potential buyers regarding
this development. Planner Chain stated that there has been a lot of planning that went into this development. It also has an approved final subdivision plat but that was going to be recorded in the future and the property developed in phases. The plat was not required to be recorded until there is a developer who will complete the subdivision and provide security for the construction of the public infrastructure. The plat does define different lots as well as building envelopes and has easements. The plan was for 2 mixed-use buildings along Main Street and 22 multifamily units on the northern portion of the property that would front on to Home Avenue. There are no north south street connections past First Street; CDOT and the Town want one.

- **Storage containers at Silt Trade Center** –

  Planner Chain and the P&Z had a discussion regarding Conex (shipping) storage containers and whether they should be allowed or not. It was discussed that they can be useful if used to their full potential and that they help eliminate unnecessary junk for everyone to see. There was a question, if this would be allowed under the current PUD. Planner Chain asked if there were any concerns from the Commission. Coordinator Centeno added that the PUD isn’t very clear on whether or not they could be allowed but cautious as to where they would be allowed and that they should abide by the required setbacks. Concerns about the aesthetic look of them and to consider that fencing be required to help screen them. Planner Chain stated that they would be subject to site plan review and that guidelines could be crafted. They need to make sure they fit in with the unit and go with the building and are aesthetically pleasing to the eye. It was suggested that they not be allowed to store extra things outside of the containers to help keep junk to a minimum.

- **Corral Mobile Home Park** –

  There is an opportunity for the Town to purchase the property from Basalt Trade Associates. This is the lot directly to the west from town hall. The current units are non-conforming. Planner Chain was looking for feedback from Commissioners. Possible public/private partnership with the Mobile Home Park. Commission stated that they feel that it is an opportunity that the Town shouldn’t pass up. Administrator Layman commented about some of the options that staff has discussed and the assistance out there to help redevelop the site. The long and short-term goals of what to do with this property will be looked at very closely especially if it benefits the Town overall. There was a consensus to see if there is something that can be done with this property.

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**Topics of discussion for upcoming work session between the Board of Trustees and Planning & Zoning Commission**

- Short term rentals
- Sign code – LED signs
- Chance for the newest members the board and commission to meet
- Senior housing improvements
- Code enforcement update
- Beautifying landing area of the pedestrian overpass once constructed
- Additional lighting at the 9th Street roundabout pedestrian crossing areas
Commissioner Dorsey suggested to limit the number of items to discuss due to the limited amount of time during the work session.

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Commissioner Comments

Planner Chain said the next meeting is Jan 4th but postponed it till January 11th due to the holidays. Chair Chris Classen was not opposed to it. Commissioner Eastlund agreed to move it back a week to give Town Clerk Sheila McIntyre an extra week to get everything together since she is off the last week of December.

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Adjournment

Commissioner Eastlund made a motion to adjourn. Vice-chair Williams seconded the motion, and adjourned the meeting 8:33 p.m.

_____

Respectfully submitted, Approved by the Planning Commission

______________________________ ______________________________
Dusti Tornes Chris Classen
Community Development Chair
Administrative Assistant
### Name of Project
Lot 3 Site Plan Review  
River Trace - Villages at Painted Pastures

### Applicant/Owner
Raley Ranch Project, LLC  
c/o Russ Hatle  
PO Box 1307  
Gypsum, CO 81637

### Owner Representative/ Land Planner
The Land Studio, Inc.  
Doug & Julie Pratte  
365 River Bend Way  
Glenwood Springs, CO 81601  
970.927.3690

### Civil Engineer
Sopris Engineering  
502 Main Street, Suite A3  
Carbondale, CO 81623

### Project Attorney
Balcomb and Green  
Chad Lee, Esq.  
818 Colorado Avenue  
Glenwood Springs, CO 81601  
970.945.6546

### Project Architect
NA – Structures bought to site

### Water Engineer
Wright Water Engineers  
818 Colorado Avenue, Suite 307  
PO Box 219  
Glenwood Springs, CO 81601

### Property Location
34488 Hwy 6 and 24, Silt, CO

### Existing Zoning
PUD

### Surrounding Land Uses
- **West** – commercial – Light Industrial, **North** – Vacant and Residential, **South** – Commercial – Light Industrial and RR/I-70, **East** – vacant

### Surrounding Zoning
- **North** – R2, **East** – Unincorporated Garfield County, **South** – Unincorporated Garfield County, **West** – Commercial PUD

### Proposed Use
Self - Storage

### Area of Parcel Subject to application
3.022 Acres

### Existing Use
Vacant

### Silt Comprehensive Plan
Service and Commercial Support
I. **Description of Request**

The Village at Painted Pastures is a 3-lot minor subdivision which is zoned PUD. This particular request is for Lot 3 only. This is a request for Site Plan approval for storage/warehouse uses. The site plan shows 6 storage buildings, six areas where there will be imported containers for storage, and 33 outdoor storage spaces that are 10 feet X 20 feet in size. A quick summary chart below shows the amount of square footage in storage buildings, containers and the number of outdoor spaces. None of the space is climate controlled. Please note that the outdoor storage spaces are generally on the perimeter of the project and appear to be what looked like parking spaces. **Note: there is no parking proposed on the interior of the storage development.** It is proposed that people will drive up to their unit and park there while they are dropping off or retrieving stored items. There will be a rental office that will be operated in concert with the rental residential management on Lot 2 – the River Trace Multifamily area. Questions and discussions on administrative or storage matters will take place in the rental office at the Community Building on Lot 2.

Required lighting will be on the buildings will need to meet Town standards. While shallow utilities are being provided as are arrangements for drainage, there will be no deep utilities (water and sewer). While driving pavement is being designed to town standards, the town will not own the roads. They will be owned by the HOA or Metro District and be maintained privately.

<table>
<thead>
<tr>
<th>Size (SF)</th>
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| 3 – 20 X 100 Storage Buildings | 6,000  
| 1 – 20 X 90 storage building | 1,800  
| 1 – 20 X 80 Storage Building | 1,600  
| 1 – 20 X by 70 Storage Building | 1,400  
| 6 – 8X 40 Container Storage | 1,920  
| subtotal | 12,720 SF  

**Miscellaneous**

| 33 – 10 X 20 outdoor Storage Spaces | 6,600 SF |
With the original land use entitlements, the Planning Commission previously saw an application for Site Plan review for Lots 2 and 3 (residential) in the fall of 2020. That plan was abandoned. You then saw a separate residential site plan for multifamily on Lot 2 with a total of 96 multifamily units in nine buildings and a Community Building. No residential is proposed for Lot 3. Planning is currently ongoing for a future site plan application for Lot 1. We expect that to be submitted sometime in the winter or early spring.

II. Recent Project History

The entire Village property comprises a total of 11.224 acres. It was originally composed of 2 parcels at the east end of Town on the south side of Highway 6 and 24. The property went through the land use entitlement process in 2020. It has been annexed, zoned and subdivided into 3 separate lots. Approvals and applications are outlined below:

- Annexation. The property was annexed by adoption of Ordinance No. 3-2020 on May 26, 2020.
- Zoning. PUD zoning was approved via Ordinance 4—series of 2020 on May 26, 2020.
- Minor Subdivision. The property was subdivided through the Minor Subdivision process with approval of the Subdivision plat – Resolution No. 18-2020 on November 9, 2020
- Site Plan Approval for phase 1 – Lots 2 and 3 on October 6, 2020
- Site plan approval for Lot 2 only (February 2021)

Status of activity at Village

I’m sure you are all aware that there has been some construction activity related to this subdivision for quite some time. Construction of the roundabout on 6 and 24 started in late 2020 and there were some renovations later in 2021. Infrastructure has been bought into the site and construction is still ongoing. Building permit applications have been made for a number of multifamily buildings with a few of them under construction. A building permit for the community building was recently submitted. Irrigation improvements associated with the Cactus Valley ditch have also been underway and I am not sure if these are completed yet or not.

III. Zoning

The Village at Painted Pastures, now called River Trace is subject to PUD zoning. The storage and warehouse units are allowed as part of the PUD. Portions of relevant sections of the PUD zoning are included in the applicant’s letter of application. Please note that all setbacks are calculated from the perimeter boundary. A quick land use review indicates that the proposed site plan is in compliance with the PUD zoning in terms of setbacks, building heights, etc.
Total Shrubs 50

Total Trees 12

Amelanchier Grandiflora ‘Autumn Brilliance’
Autumn Brilliance Serviceberry

Acer x Freemanii ‘Sienna’

Cornus stolonifer ‘Baileyi’

Acer saccharum ‘Bitterwolf’
American Red Birch

Acer saccharum ‘Red Sprite’

Gleditsia Triacanthos Shademaster

Pinus edulis

Ponderosa Pine 8’ Ht.

Picea pungens

Notes:
1. Crushed Granite, tan in color. Provide a one-pound sample of tan color material for review and approval.
2. Warranty plants and trees for one year after final acceptance. Replace dead or dying materials not in vigorous, healthy condition.
3. Determine locations of underground utilities and perform work in a manner which will avoid possible damage.
4. Plants shall be specimen quality, typical of their species or variety.
5. Plant trees and shrubs in pits 12” larger than tree ball, backfill with a mix of 2 parts topsoil, 1 part blast-Mix.
6. Cut and remove top 1/3 of burlap from root ball.
7. Install “Wet Restrictor Fabric” between soil and crushed granite or cobble.
8. All plant materials in rock or cobble to be implanted with an underground drip zone system, all soil and newly seeded areas to be implanted with a sprinkler system utilizing rotating sprinkler nozzles.
9. Reseeded area to be considered as successful reseeding when 75% germination has been achieved. Reseeded areas to be maintained in a preemergent weed free condition.
Site Plan Review Process

This particular application is a Site Plan Review. Site plan reviews are processed according to section 17.42.055 of the Silt Municipal Code. The Planning and Zoning Commission is the review authority. The Commission is charged with the authority to approve as presented, approved with conditions or deny the application. An applicant may appeal the decision or individual conditions to the Board of Trustees.

IV. Silt Comprehensive Plan

The previous Planners Report for the annexation and previous site plans included an analysis and comments on the following Silt Comprehensive Plan components:

- Future Land Use Designation – Service and Commercial Support
- Reference and Comment on Land Use and Growth of the Town component
- Reference and Comment on Housing Component

QUICK SUMMARY – Planners report and Planning Commission found that the project met the goals and policies of the Silt Comprehensive Plan. Without repeating the same detail, planner also finds this present Site Plan in compliance with the Silt Comprehensive Plan

V. Applicable Municipal Code Sections

The below sections are the applicable code sections under which previous site plans and the development in general for River Trace were analyzed. This application only touches peripherally on some of these code sections:

17.42.060 - Uses requiring a Special Use Permit and Site Plan Review in all commercial districts
17.42.085 Commercial Building Specifications
17.42.100 Intent of Landscape Design Guidelines
17.42.120 Site Plan and Design Standards
17.42.130 Grading
17.42.140 Public Rights-of-way
17.42.150 Perimeter Landscaping
17.42.170 Landscaping Installation
17.42.190 Off – Street Parking Requirements

Planners Comment: The project meets these requirements though I will touch briefly on the storage building “architecture” as well as vehicular circulation a little bit later in this report.

17.42.230 Potable Water System

Planners comment: Town water system will be utilized.

17.42.240 Sanitary Sewer System

Planners Comment: Town system will be utilized.
The stormwater Management plan was reviewed by the Town Engineer and he has recommended some changes to be made by the project engineer.

Erosion and Sediment Control plans were submitted to the Town Engineer for review. The project land planner/landscape architect also provided a revegetation plan which meets the standards and comments from the previous site plan review for this area.

Project Architecture. Photos and drawings of the proposed structures are included at the end of Exhibit D – Architectural Drawings. Please note that the colors chosen are indicated on the sheets and are different than those that were obtained from the manufacturer. I initially had some concerns how these would fit into the area. The subdued, earth tone colors that were chosen to be provided are better than the initial, proposed white for the bodies of the structures and the brighter roofs. I also initially was wondering how the structures would fit into both River Trace and the area in general. There appears to be a decent separation between the residential area of River Trace from the storage areas and I think the adjacent use will be compatible. All in all, the use seems appropriate as it is in the far eastern reaches of Town and located between the pinch points of Davis Point and the Railroad/I 70 corridor.

Vehicular Access. There are two the nuclear access points for the project. One comes from the main roundabout area which will provide access to the self storage component through Lot 2. There is also an access on to Highway 6 and 24 at the far eastern part of the project site. Please be aware that this is a right in/right out access (RO/RO) only and in some cases someone will have to proceed to the main roundabout entrance for River Trace. There is also only one access point for vehicles into the Fenced Storage Area itself. The storage complex is fence for security reasons. This access within his on the southwest part of the site.

Parking. I believe we went over this before. No separate parking is being proposed for customers of the storage site. From a professional perspective, I think this works and it is appropriate. In fact, a number of communities in the area are reducing their parking standards for this type of commercial use because a lot of times it just mandated additional asphalt areas that were rarely or never used or needed.

Need for Access Easement or Re-plat. As presently designed, there is a small encroachment on a portion of some of the west-most outdoor storage areas on to what is the easternmost point of Lot 2. The site plan indicates creating an access easement to take care of this. I am thinking this through with the Town Attorney to see what the best solution is. Right now, it is probably not a problem with the present ownership of Lots 2 and 3; but this will not always be the case. A simple plat amendment may be the best solution in this particular case. The site plan also shows or mentions some access and utility easements that are platted. This can probably be taken care of in the same manner. There is an access easement which extends between all these three lots, but I think it is in a different location than what we
are seeing with this particular site plan. The original easement document discussed reconfiguring this easement as necessary. I'll show this information to you at the meeting on a map display.

Snow Storage. I am in the process of reviewing this and have not completed my review at this time.

Drainage. The Town attorney has some comments related to drainage in the report. The town engineer and Sopris Engineering are working to iron out these details.

VI. Review Agency Comments

Town Engineer — The Town Engineer has provided comments and notes on of the engineering sheets exhibits as noted above and a few other items. They have been provided directly to the project planner and project civil engineer. They should be considered conditions of approval.

Town Attorney – I have asked the Town Attorney to comment on the access easement/minor encroachment issue that I identified above.

Public works – The Silt Public Works Director was provided the application. He had no comments.

CDOT - An access permit was approved for the roundabout. There is also an access permit for the project that restricts the East access to “right in right out only”. A request for pedestrian crossing on Highway 6 was denied. No updated documents were submitted to CDOT as this is the same project as was submitted this last fall from a traffic perspective.

Fire District - I have forwarded these plans on to the Fire Marshall for the Colorado River Fire Protection District. He will be confirming turning movements for emergency access vehicles. There is a possibility the mail also requires an additional emergency access gate or even a fire hydrant. I will keep you in the loop on his recommendations.

A. Annexation/ Development Agreement and Subdivision Improvements Agreement

We went over these in detail before with the Lot 2 Site Plan Review. Many of these items had to do with the residential portion of the project, fees, security, etc. We will continue to insure that these items and requirements are enforced.

VII. Planner Recommendation:

Staff recommends **APPROVAL** for the site plan for Lot 3 with the following conditions:

1. All representations of the applicant made in writing, application materials and verbally at the Planning Commission meeting or that are reflected in the meeting minutes are considered part of the application and are binding on the applicant.
2. The applicant shall work in good faith with the town engineer to resolve issues identified in the Boundaries Unlimited Inc. redlines to the satisfaction of the Town Engineer and Staff prior to the construction of any site improvements on the property.
3. All building exterior lighting in the project shall conform to the Town of Silt lighting standards.
4. The point of encroachment between lots 2 and 3 will be resolved to the satisfaction of the Town staff and Attorney.
5. Any changes suggested by the Fire Marshall will be incorporated into the Plans for the project.
6. If required by the town engineer or attorney, the cross-easement document for access between the lots shall be amended/replatted.
7. If a Development agreement with security is required as part of this access phase of the development for Lot 3 per Municipal Code it shall be reviewed by the Town Attorney and approved by the Board of Trustees.

VIII. Recommended Motion:

Motion to approve the Site Plan for Lot 3 Self Storage at River Trace Village at with the staff recommended conditions. (Any modifications or additional conditions made by the Planning Commission should be added to this motion).
Development of Storage and Warehouse uses shall be restricted to a maximum of three acres within this area.

Residential Uses that are not above a commercial, office, service, scientific, industrial, fabrication, storage, warehouse, public or institutional use shall be restricted to a maximum of six acres within this area. Residential Uses shall be clustered together and Non-Residential Uses shall be clustered together within this area. A 30' building separation is required between Residential and Non-Residential Uses on the same Lot.

Approximate location of PUD Open Space. Final locations to be determined at Final Plat.