

TOWN OF SILT
REGULAR PLANNING AND ZONING COMMISSION MEETING
March 1, 2022 – 6:30 P.M.
HYBRID MEETING

The Silt Planning and Zoning Commission held their regularly scheduled meeting on Tuesday, March 1, 2022. Chair Classen called the meeting to order at 6:30 p.m.

| | | |
|------------------|---------|--|
| Roll call | Present | Chair Chris Classen Vice-Chair Lindsey Williams Commissioner Eddie Aragon Commissioner Marcia Eastlund Commissioner Kim Leitzinger Commissioner Joelle Dorsey |
| | Absent | Commissioner Robert Doty |

Also present were Town Administrator Jeff Layman, Planner Mark Chain, and Community Development Administrative Assistant Dusti Tornes.

Pledge of Allegiance

Public Comments – Chair Classen asked if there were any public comments and Community Development Administrative Assistant Tornes admitted four people from the waiting room, into the meeting. As soon as they were admitted, it was discovered that their pictures and language in the chat box were inappropriate. The meeting had to be stopped, so Administrative Assistant Tornes could remove all four participants from of the meeting. Administrative Assistant Tornes was able to successfully remove the individuals, however, the comment that one of the individuals made under another name, was unable to be removed until the end of the meeting. The meeting then resumed as normal.

Consent Agenda

1. Minutes of the February 1, 2022 Planning & Zoning Commission meeting.

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

Conflicts of Interest – There were no conflicts of interest.

Agenda Changes – There were no agenda changes.

Discussion And Review – Draft Changes to Zoning Code Text

Chair Classen had a question before Planner Chain started speaking. He wanted to know if this goes to the board after the meeting. Planner Chain said that this is not a notice public hearing,

and he thinks that it will be public noticed at the first meeting in April, then to the Board after that.

Planner Chain gave an overview of the code changes that are going to take place. First, were proposed changes to the Site Plan Review Process. He proposes to add a requirement for a public hearing in front of the Planning Commission. Other suggested changes are to allow a 1-year approval requirement to get a Building Permit, with the ability to apply for two six-month extensions. An associated change is to add a fifteen-day notice to section 16.16.020, the public hearing chart.

The next changes would be to the Special Use Permit process. These include a requirement of a public hearing in front of the Planning Commission, as well as a fifteen-day public hearing notice requirement in the hearing notification chart in 16.16.020.

Planner Chain also talked about the Open Space District. He would add an Open Space Zone District (OS) to section 17.12.010, specifically a new section L; which establishes the Open Space Zone District. He also suggests defining/describing the purpose of the Open Space District in a new Section L of 17.12.020 of the code.

Planner Chain asked if there were any questions from the Board. Chair Classen asked if we could leave it "OS", if or are we thinking of changing it. Commissioner Eastlund agrees with the change. Planner Chain then said the Town needs to have it available so when we can use it, it is ready to use. We could rezone the existing parks in Town to Open Space at a later date, if we decided to do so.

Commissioner Aragon asked about item G, the two six-month extensions. Planner Chain then explained more about the extensions and the building permit process. Commissioner Eastlund asked if they have to ask for the extension after the permit is expired, or if they have to ask for it before. Planner Chain explained that they need to ask for it before the permit is expired. He said he would clarify that requirement and the Commission will see that when it comes to them for Public Hearing

Chair Classen requested that the Community Development Administrator, Town Administrator or Planner, as opposed to Building Inspector, would be the approval needed in 17.42.055, section G. Chair Classen thinks that then everyone knows what is going on. Commissioner Eastlund agrees with Chair Classen as well. Commissioner Dorsey Agrees with the last two comments. Vice Chair Williams thanked Planner Chain for the work that he has done.

Request to have a second meeting on March 15th, 2022

Planner Chain would like to have a second meeting in March, two weeks from tonight. He stated that we should have a number of applications come through the process this year and we don't want to get behind. Originally, Planner Chain thought that the Site Plan Review for the Self-Storage at River Run/Camp Colorado/KOA would be ready for this March 1 agenda; however, the application needed additional information from outside review agencies that did not have time to weigh in on the project. We might have some months that we need to have two meetings to keep up with the applications that are coming in. Chair Classen, Commissioner Eastlund, Commissioner Leitzinger all think that is a good idea to have another meeting to prevent back logs or long meetings in the future. Commissioner Dorsey will do her best to come to the meeting.

Planning Update

Planner Chain gave an update on all of the items in the agenda. He went into details and explained each one individually.

Planner Chain stated that there is an application for the self-storage at River Run, but again, the application was not ready to review at this meeting.

The Paradise Event Center has started the Special Use Permit Application process. The old Silt Café building has been purchased and the new owners are working to resolve the issues and logistics of the application. Town Staff is unaware of their progress to complete the needed items, therefore there is no update on tentative scheduling for P&Z.

Camario II was thought to be under contract last week, but now is under contract with someone else. This property has been in play for the last fifteen months. Planner Chain thinks that one of the two parties will purchase the property. One buyer would need to change the lotting arrangement to build work force housing; the other one would continue with Camario Phase II the way it was originally figured.

Heron's Nest site designers and engineers have been working on putting together an annexation requests, along with a future development plan for this property. The Town Manager and Planner Chain will have a meeting with project representatives on March 2. Planner Chain also wanted to inform the Planning Commission that some of the fill material/river debris in the Colorado River are being moved to a number of sites throughout Western Colorado, in order to limit flooding and potential clogging of the river; affecting I- 70, flood flows and channel location etc. One of the sites receiving this fill dirt, is Heron's Nest.

Stoney Ridge Phase 2 has been transferred to a local builder, who has constructed a number of homes in Stoney Ridge. An application to amend certain lots in Phase 2, is in the process of being submitted to the Town. Planner Chain believes that some easements are being expanded on, including 9 lots, therefore their building envelopes will change. These building envelope changes will be finalized on the amended subdivision plat, and not by a separate easement agreement. Planner Chain also understands that the new owner may want to install infrastructure for Phase 2, in sub phases, so they have the opportunity to go vertical this year.

Planner Chain then noted that for Rislende, the Planning Commission and Board saw a concept for this about six months ago (on the old Divide Creek property). Staff has had a couple meetings with site designers as the plan has move forward. He expects a PUD and minor subdivision application to be submitted in the very near future. (The original schedule was to submit in mid-February).

Site plan reviews are expected for the Silt Trade Center soon. At least one site plan review application is being submitted and Planner Chain knows of another application that is being assembled as we speak.

As you can see from tonight's agenda, we are already beginning to make some changes to the Municipal Code. Staff has some changes that they wish to make to the code, and some of these

will have to come through the Planning Commission. Planner Chain will give updates on these code changes as they arise.

The Town staff has recently updated building value estimates, which in turn, affect cost of Building Permit Fees, Plan Check Fees and Use Tax. These have not been updated in a number of years, and it was time to do this. Valuation previously for the Town has been approximately \$97 per square foot for a typical wood frame, single-family house style construction. The newly proposed valuation will be set at hundred \$112. The Board did not want to adopt it at their Board meeting last night, so this will not change at this time.

Planner Chain then asked the Commissioners if they wanted to discuss any items in the update.

Chair Classen had a question about the square footage of the River Run Storage. He was thinking that it was previously stated that the storage square footage was 12,720, not 45,000. Planner Chain said that he was thinking about the storage that was proposed at River Trace, not River Run. Chair Classen remembered the other storage when Planner Chain correctly identified the project name.

Commissioner Eastlund needs more information on the building permits, in regards to Paradise Event Center Sign that is up already. Planner Chain said that there has been no approval for the sign, from the Town. Planner Chain said they had a permit to fix the bathrooms only. Chair Classen wants to know when the Special Use Permit is expected to come in front of the P&Z. Planner Chain explained that we don't have anything in our code for event centers, therefore, this required a Special Use Permit. He then explained that the Commissioners were talking about a Land Use Application that has not been deemed complete, and advised that the conversation wait until the Town receives a complete application.

Chair Classen then asked about the dirt that they are bringing in, for Heron's Nest. He asked if that was to bring up the flood plain to aid in gravity feed to the Towns Wastewater Plant. Planner Chain was not sure about the gravity feeding. Not all of the site is in the flood plain, as the shelf is about 12 -13 feet higher than the river. It is in the County's jurisdiction, and they are wanting to make sure that wherever the dirt is stored, that it will be usable, safe and have a plan to remove excess fill if necessary. Planner Chain clarified that the fill dirt is separate from their Land Use Application.

Chair Classen had a question on the Zoning Code amendments also. He wanted to know if it is the longtime staff who wants to make the changes, or the Building Department. Planner Chain said that yes, some of the changes came from the Community Development Department, and others from the Town Clerk as well.

Vice Chair Williams asked about the food truck policy, and if there was going to be a permit fee for them to come to Town. Planner Chain said that he thought she was referring to recent inquiry in which the location of where a food truck is going got be, caused Town Staff to discuss new potential policies. The truck in question has proposed to park on the same property as the new Brewery that is coming in. If we have too many at one location, the parking becomes an issue, and we need to make sure that everything is safe and looks good for the Town.

Chair Classen wants to know how many years that it has been since the building permit fees had been updated. Planner Chain thinks it has been at least five years if not longer. He said a review if done often enough can adjust fees both up and down depending on the cost of everything, pace of construction, the economy etc.

Commissioner Comments

Commissioner Dorsey wants to know what everyone thinks about converting one of the Town's Tennis Courts, into a Pickle Ball Court. She is looking for general information and feedback. Chair Classen thought that she should talk to Town Administrator Layman. There is a court in New Castle, and she thought that the Town might draw some people to come here to play. Chair Classen wanted to know how the Board felt about the 2-acre parcel. Planner Chain said that it went well, and was passed with a four to two vote. Commissioner Eastlund thinks that it could be a dog park if the entire 2 acres stayed open space.

Chair Classen thinks that we should have a way to record or televise the P&Z Meetings, so the public has the ability to watch the meetings, or reference back to them; whether that be on a T.V., a file, or on the website. Vice Chair Williams would appreciate having the ability to look back and review them as well.

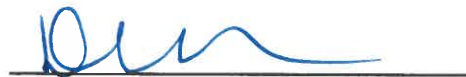
Chair Classen thinks that it was very helpful to get an update from Public Works Director, Fonner, and Community Development Coordinator Centeno. He asked if both could come in, every so often, to keep everyone up to date.

Chair Classen told the P&Z that he applied for the Board and ran uncontested, so his last meeting will be April.

Adjournment

Commissioner Eastlund made a motion to adjourn. Commissioner Aragon seconded the motion, and adjourned the meeting 7:30 p.m.

Respectfully submitted,



Dusti Tornes
Community Development
Administrative Assistant

Approved by the Planning Commission



Chris Classen
Chair