



Town of Ignacio

P.O. Box 459
540 Goddard Ave
Ignacio, CO 81137

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Town of Ignacio Planning Commission Meeting Minutes

Wednesday, November 14, 2018 – 6:00 p.m.

Abel F. Atencio Municipal Room, 570 Goddard Ave., Ignacio, CO 81137

I. Call to Order

Chairman Schulz called the Planning Commission Meeting to order at 6:01PM.

II. Roll Call

Present: Chairman Gina Schulz; Bill Baird, Member; Teresa Campbell, Member; Dixie Melton, Town Board Representative; Mark Garcia, Town Manager; Justin Manley, Member; Clark Craig, Member.

Absent: Pete Vigil, Member

Guests: Sharon Craig, Ron Dunavant with TBK Bank

III. Public Comments:

Mr. Dunavant stated that Roger Zalneraitis, Executive Chair of the Economic Alliance, has resigned and taken a position in economic development for the Southern Ute Tribe.

IV. Approval of Agenda

Chairman Schulz asked if there were any corrections or additions to the Agenda; there were none, so she called for a motion to approve the agenda.

Action: Mr. Craig moved to approve the agenda; Mr. Baird seconded the motion; it passed unanimously by voice vote.

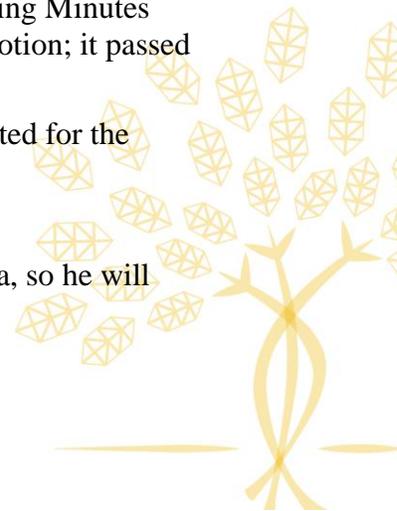
V. Approval of Minutes from Oct 10th Meeting and Oct 24th Work Session

Action: Mr. Craig moved to approve the Planning Commission Meeting Minutes from Wednesday, October 10th at 6:00PM. Mr. Baird seconded the motion; it passed unanimously by voice vote.

No action or approval is necessary on the report; it was simply submitted for the record and, if necessary, to be edited. No edits were needed.

VI. Staff Report & Permit List

Mr. Garcia stated that most of his report addresses items on the agenda, so he will wait to cover those items when they reach that point in the agenda.





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Mr. Garcia stated that he has been working on entry and way-finding signage, which is the final portion of the Branding and Marketing Project. He has been in communication with the Ignacio School District and San Juan Signs regarding this portion of the Project. The Town has about \$47,000 still available through grant money from 2018 that will be used for this portion of the project.

Mr. Garcia mentioned the recycling program and asked the Commission members to get the word out about this program so that it will grow. Ms. Campbell asked about current participation; Mr. Garcia stated we currently have about 20 customers signed up for this program.

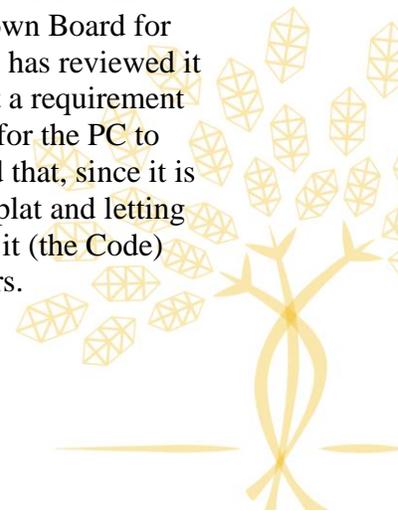
Mr. Garcia mentioned the permit list, stating there has not been a whole lot of activity recently; Mr. Chris Duran began building his new residence in September. Utility work is all that was done in October.

VII. Old Business

a. Walker Minor Subdivision Plat Update

Ms. Schulz stated that this item was addressed in Mr. Garcia's report, complete with supporting documentation. She asked if Mr. Garcia needed anything from the Commissioners. He stated he did not; he simply wanted to give an update. The Town heard back from LPEA (we are required to notify other utility companies when new construction begins) and they agreed to do the work but wanted items to be shown on the Mylars so Mr. Walker will need to pay for the new ones to be printed. Mr. Garcia advised him not to print any more Mylars until after full approval has been given.

Mr. Garcia stated that in our current code there is no provision for the Planning Commission to review the final plat (although this is a requirement with the preliminary plat). If the Commission desires to have a review of the final plat as a requirement in the future, now is the time to ensure that it gets put into the Municipal Code update. The PC would review the final plat and make a recommendation to the Town Board who has the final approval or denial authority. Because this stipulation is not in our current code, Mr. Garcia will ensure that the PC sees the final plat before he submits it to the Town Board for approval or denial and he will state to the Town Board that the PC has reviewed it but is neither opposed nor making a recommendation as this is not a requirement under our current code. Mr. Garcia stated that it is also an option for the PC to make a formal recommendation if they so desire. Mr. Craig stated that, since it is not in our current code, he is fine with simply reviewing the final plat and letting Mr. Garcia proceed with the Town Board. Ms. Melton stated that it (the Code) should be changed; there was consensus among the Commissioners.





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b. Annexations – Update

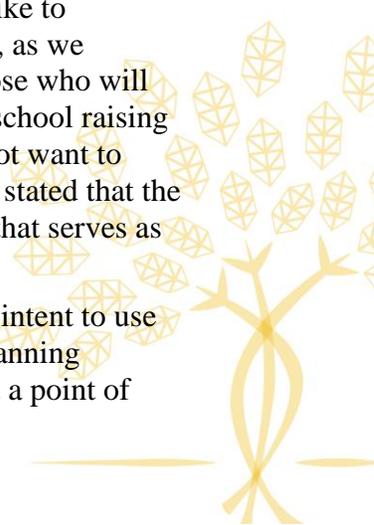
Mr. Garcia stated there are two separate properties owned by the School District that are being annexed. The first is the Middle School and adjoining lots; the second is the property adjacent to the High School that is about 18 acres and includes the baseball field, the five houses, and the acreage where the Adult Education Center used to be. The Town is also annexing the portion of County Road 320 in front of the Middle School property.

Mr. Garcia stated that, similar to the subdivision process, there was agency notification and special district notification; there have been no comments to date. He stated that the next thing that needs to be worked on is an annexation agreement. Mr. Garcia has talked with Dr. Fuschetto about this agreement, but it has not been written yet. Once it is written, it will require approval by the School Board. He would like input from the Commissioners as to what they desire to see in the annexation agreement, as well as input from the Town Board. Monday, November 19, is the Public Hearing for this annexation (this has been noticed in the local newspaper as required by statute). He hopes to have the annexation agreement completed by the December 12 PC Meeting for their review and comments, and present it to the Town Board at their meeting on December 13. This is the part of the annexation process that takes the most time.

Ms. Melton asked what all is included in the annexation agreement. Mr. Garcia stated that it could include things like zoning, land use, etc. He stated that schools, by statute, have immunity or sovereignty from local rules and regulations. However, he believes that in an annexation agreement it could be stipulated that the school would need to comply with the local rules and regulations. This annexation agreement is an opportunity for the Town to lay out what is important to us. We do not currently have a School District Zone; the schools are within R1 and R2 districts under use by right. In this annexation agreement, it would be prudent to look at the agricultural uses that the school wants to include in the lots just south of the middle school.

Ms. Schulz stated that it is her understanding that the Town would like to ultimately annex all the way to the slaughterhouse property and that, as we consider this annexation agreement, we may want to think about those who will be living next to these properties, as they may not want to have the school raising pigs or other livestock right next door to their homes. We also do not want to limit the school's FFA and/or the students 4H projects. Ms. Melton stated that the five acres just east of this property is already zoned agricultural, so that serves as a precedent for the school.

Mr. Garcia stated that the school has already expressed a desire and intent to use this property as agriculture. Is this a point of contention with the Planning Commission? By consensus, the Commissioners stated that it is not a point of





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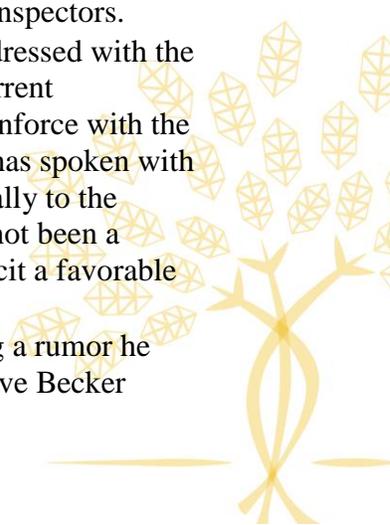
contention. Ms. Schulz asked if language needed to be included that limits the use (e.g.: it cannot be used as a feed lot). Mr. Garcia stated that perhaps this would fall under a conditional use or special use permit rather than the current use-by-right that the school holds in the residential district. Ms. Schulz stated she is comfortable with that idea. Ms. Lauro stated that our current code already excludes feed lots, even in the agricultural zone.

Mr. Garcia summarized as follows: The Middle School is on lots 5 and 6, along with the parking lot, football field and track. Lot 7 is the one they want to use for agricultural purposes and we have represented that we are okay with that use. We will work toward processes that control that in such a way that it does not become problematic for adjoining property owners and future development. By consensus, the Commissioners agreed.

Mr. Garcia moved to the High School property annexation. The field with the baseball diamond and the hill are going to remain “as is” indefinitely, and this is consistent with our allowed uses in an R2 zone. Up on the top of the hill is where we will have the residential development and the Early Education program through SoCoCAA’s lease agreement on the property. The annexation agreement will have language that states that all significant or major development has to go through Town processes. The subdivision that is being proposed is approximately 21 lots and it will come before the Planning Commission. He stated that he does not believe the school district intends to request any variances with regard to density, etc. He stated that there are more issues with complaints against the existing properties than with regard to future building. The school has had a quick response time once these complaints have been brought to their attention.

Mr. Garcia asked if there were any items that the Planning Commission would like to see in the annexation agreement for this property.

- Mr. Baird stated that the current properties need to be cleaned up first.
- Mr. Craig referenced the new home that was recently moved up to this property and stated that he would like them to produce paperwork showing that it was inspected and approved by the county inspectors.
- Ms. Schulz asked where issues such as traffic would be addressed with the new Early Education Center. Mr. Garcia stated that our current subdivision regulations require a traffic study that we can enforce with the school district as part of the annexation. He stated that he has spoken with Dr. Fuschetto about the school district contributing financially to the lighting of the crosswalk at Becker Street; so far there has not been a favorable response and perhaps this is an opportunity to elicit a favorable response.
- Mr. Garcia stated that he had asked Dr. Fuschetto regarding a rumor he had heard from a citizen that the school had promised to pave Becker





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Street in front of the existing houses; Dr. Fuschetto denied that. Perhaps we can add this as a stipulation to either the annexation agreement or subdivision agreement.

- Mr. Craig asked if the proposed streets would become the responsibility of the Town for maintenance, snow removal, etc. or if the school would be responsible for those streets. Mr. Garcia stated that we currently plow and/or salt Becker Street; it is not a huge hit to us financially. He stated that the new road would need to be built to the standards of the Town and the Town would maintain and plow it. We will also need to have easements into that subdivision for utilities; the school has verbally agreed to this easement with regard to the current properties that were included in the raw water project done earlier this year, but that language will need to be included in the annexation agreement or, at the very least, on the plats that are presented. Mr. Garcia stated there is a small lot adjacent to the hill on this property that the Town will exercise enclave rights over; the Town Board has stated that the remaining properties over which we could exercise enclave rights need to be annexed willfully by the property owners. He also stated that there are issues that need to be clarified regarding the Town Shop Site because part of that property belongs to the Town and the majority of it belongs to the School District. We will be negotiating for a deed of that property to the Town; while Dr. Fuschetto seems to be amenable to this, it needs to be voted on by the school board. This may also be an opportunity to clarify the “alley” behind Town Hall that is, in actuality, School District property. People park there, but it is not an alley or a parking lot; it is school district property. Perhaps we can address this as part of the annexation agreement as well, or perhaps we simply focus on the lots already addressed this evening. Mr. Craig stated that he feels now would be a good time to negotiate the alley. He also asked for clarification on the name of the street that is to the west of the proposed subdivision; it shows as Candelaria Lane on the map, but he thought the name had been changed to Quichas Hills Ave. Mr. Baird stated that it is Candelaria Lane part of the way and then becomes Quichas Hills Ave by the gate to the burn pile. Ms. Campbell stated that the street sign says Quichas Hills. Mr. Garcia said he would get clarification on this.
- Ms. Schulz stated again that her concern is what the traffic impact will be on the top of the hill when the new Early Education program. While this was used for education previously as the adult education program, that is a different traffic pattern (time and amount of traffic) than an early education program. She stated that she does not want to make it difficult; she wants to address life safety issues. Mr. Garcia stated this is an issue



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that he is currently working through because he also recognizes the safety issues that need to be addressed.

c. Municipal Code Update

Mr. Garcia stated that this will be addressed during the work session; there is nothing new to report at this time.

d. Board of Adjustment Meeting Update

Mr. Garcia stated that, per the Commission's request, he is supplying a report of the Board of Adjustment actions. They approved multiple variances for two different applicants; the resolutions state the conditions of these approvals. The condition on both was to have surveys done. The church was to have a survey done to see if there were any encroachments onto Town property; there are none. They will place parking stops in Town property so that people who park in the alley do not bump into the wall of the church; Mr. Garcia stated that is fine.

Mr. Garcia stated there is still a vacancy on this Board.

VIII. New Business

None

IX. Other Business

None

X. Adjourn

Being no further business before the Planning Commission, Chairman Schulz called for a motion to adjourn.

Action: Mr. Baird moved to adjourn the Planning Commission Meeting; Mr. Craig seconded. The motion passed unanimously by voice vote. The meeting was adjourned at 6:44PM.

The next regularly scheduled meeting will be on December 12, 2018 at 6PM in the Abel F. Atencio Community Room at Town Hall. There will also be a work session on November 28 at 6PM in the Abel F. Atencio Community Room at Town Hall.

