



Town of Ignacio
Planning Commission Meeting Minutes
Wednesday, August 14, 2019 – 6:00 p.m.

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

I. Call to Order

Chairman Craig called the meeting to order at 6:03 PM.

II. Roll Call

Present: Chairman, Clark Craig; Members: Teresa Campbell, Mandy Brown, Bill Baird; Town Manager, Mark Garcia;

Guests: Sharon Craig

Absent: Gina Schulz; Dixie Melton, Town Board Representative

Mr. Baird exited the Planning Commission Meeting at 6:08 PM.

III. Public Comments:

None

IV. Approval of Agenda

Action: Ms. Brown moved to approve the agenda as presented; Ms. Campbell seconded the motion. It passed unanimously by voice vote.

V. Approval of Minutes

a. June 12, 2019

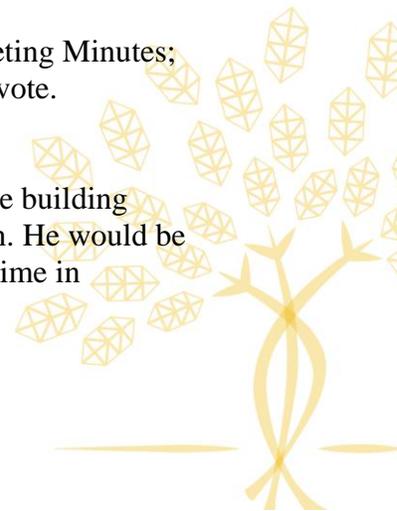
Action: Ms. Brown moved to approve the June 12, 2019 PC Meeting Minutes; Ms. Campbell seconded the motion. It passed unanimously by voice vote.

b. July 8, 2019

Action: Ms. Campbell moved to approve the July 8, 2019 PC Meeting Minutes; Ms. Brown seconded the motion. It passed unanimously by voice vote.

VI. Staff Report & Permit List

Mr. Garcia stated that he was working with Bayfield to hire a part-time building inspector to assist with inspections and code enforcement around town. He would be working part-time between Bayfield and Ignacio, while working full-time in





Durango. They were also looking into having a couple hours a week that the inspector would be available to the public.

Mr. Garcia stated that there would be a meeting with CDOT regarding the Becker/Goddard intersection. If CDOT decided against a Full Movement Intersection, a flashing beacon would be put in place at that location.

Three of the Town of Ignacio entrance signs were being worked on near the Patio, the EL-HI, and south of the carwash. They are being funded mostly by grants. The Planning Commission will be kept informed of the progress.

There were three, new permits since the last meeting, and the Permit List had been updated to reflect that.

VII. Old Business

a. ISD Annexation Update

Mr. Garcia stated that they were waiting on a plat related to the Becker road dedication. Becker bisects the property and creates lots. The property to the east of Becker is being absorbed into the school property. The School District has agreed to trade the property on the west side to the Town. It would include the town-owned shop site, which will be vacated and absorbed into Parcel 3 on the Plat. A subdivision, or plat amendment, will be processed when an agreement is reached.

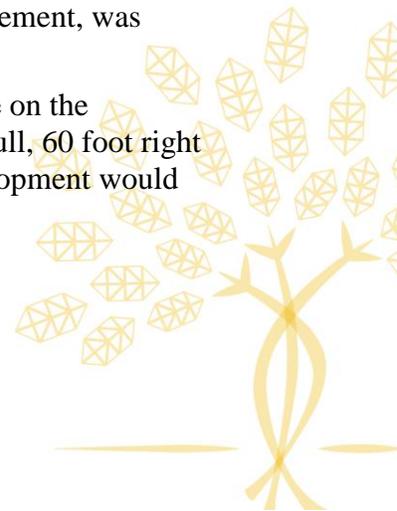
The subdivision on top of the school property has 5 existing lots, with 20 proposed lots to be developed in the future when funding can be obtained. When it is developed, the school board will assist with improving the Becker/ Goddard intersection, per the annexation agreement. A solution where the town and the school are responsible for half the cost and CDOT is responsible the other half is being researched by staff.

b. Walker Annexation

Mr. Walker was present.

The La Plata county impact report letter, waiving the report requirement, was provided

Mr. Garcia felt that if further development was going to take place on the Slaughter House, then this would be the proper time to request a full, 60 foot right of way on CR 320 B. However, he was unsure when further development would take place.





LPEA had requested a 10-foot utility easement, along with an additional 10 feet for vehicular access. They provided a GIS, detailing what they felt they needed. However, there were some inaccuracies on the report regarding CR 320B. Mr. Walker pointed out what looked like an easement on the west side of 320B that was not denoted in the LPEA GIS. The GIS also did not denote fence lines that were present.

Action: Ms. Campbell moved to proceed with the Walker Annexation, with the Condition that staff work with a surveyor to determine existing easements and available space for additional easements on CR 320 B, as well as proper right of way requirements per the code. Ms. Brown seconded the motion. It passed unanimously by voice vote.

Dixie Melton, Town Board Representative, arrived at 6:45 PM.

c. Municipal Code Update – July 8 and July 24 Work Session Reports

Work Session Reports from June 5, 2019, and June 12, 2019, had not yet been reviewed

The work on the Municipal Code continues. Remaining Work Session Reports will be completed and sent out to the Planning Commission as they become available.

VIII. New Business

a. Herrera Minor Subdivision – Preliminary Plat

One of the questions at the previous meeting had been about what could be considered a side setback based on the alley access. The Herreras were unsure about where they wanted to site their homes, but expressed a desire to be far away from each other and the neighbors. Mr. Garcia felt that due to the size of the lots, there would be room to accommodate the Herreras' wishes, as well as the applicable setbacks.

The well denoted on the plat was a gallery well. The Herreras plan to try to use it for the properties, but if they are unable to, they have no issues with burying it and putting a metal lid on it in order to be able to drive over it, and provide access from the Private Drive.

Mr. Walker signed the Mineral Rights form per La Plata County's protocol. The Herreras will do the same before the annexation is taken to the Town Board for approval.





Action: Ms. Campbell moved to recommend the Herrera subdivision plat with no further conditions. Ms. Brown seconded the motion. It passed unanimously by voice vote.

b. Walker Minor Subdivision Second Addition – Preliminary Plat

Mr. Walker had been in contact with LPEA regarding their suggestions for Utility Easements. He had agreed to 10 feet total, not 10 feet on each side. LPEA had denoted several, different easements, varying in size, throughout the GIS. After discussions had taken place regarding regulations within the code, the Planning Commission determined that 10 feet was an appropriate amount of space, even when the Easements would be shared with the Town.

Action: Ms. Brown moved to recommend the Walker Minor Subdivision, Second Addition, with the condition that 10-foot utility easements be put in place on the east and west sides of lots 1 and 2. Ms. Campbell seconded the motion. It passed unanimously by voice vote.

c. Walker Minor Subdivision First Addition – Preliminary Plat

The Plat detailed five lots and a tract that would go to the Town. Previously, the Planning Commission and the Town Board had agreed to create one, minor subdivision, with six lots. It was one over the five lot allowance.

Mr. Walker put a for sale sign on the bigger lot, and received immediate interest that resulted in it being split into 2 lots, leading to the creation of a Second Addition to accommodate all 7 lots. Mr. Walker submitted a second application and paid his fees accordingly.

Action: Ms. Campbell moved to recommend the Walker Minor Subdivision, First Addition, with the condition that 10-foot Utility Easements on the east and west sides of lots 1, 2, and 5, and a 20-foot Utility Easement splitting the difference between lots 3 and 4, be applied. Ms. Brown seconded the motion. It passed unanimously by voice vote.

IX. Other Business

Ms. Dossdall, who has been assisting with the Municipal Code Update, introduced Mr. Andrew Arnold. A deal between the Town and SEH for Mr. Arnold to work part-time between Ignacio and Bayfield is being discussed. Mr. Arnold would assist with developments, editing applications, and the Municipal Code. Mr. Garcia will take it to the Town Board to see if it is possible.

X. Adjourn





Town of Ignacio

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Being no further business before the Planning Commission, Chairman Craig adjourned the meeting at 7:37 PM.

The next regularly scheduled meeting will be on September 11, 2019 at 6:00 PM in the Abel F. Atencio Community Room at Town Hall, with a Work Session immediately following.

