

Planning Commission Meeting

February 24, 2016 ♦ 6:00PM

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

I. **Call to Order**

Larry Tucker, Chair, called the meeting to order at 6:05PM.

Dan Naiman, Community Development Coordinator, requested that the Commission swear in Bernadette Lopez, as she is beginning a new four-year term. Larry Tucker administered the oath; Bernadette Lopez repeated the oath. Her appointment will be approved by the Town Board at the next Board Meeting (March 16).

II. **Roll Call / Agenda Approval**

Planning Commission Members Present: Chairman Larry Tucker, Vice Chair Pete Vigil, Commissioners Bernadette Lopez, Gina Shulz, Teresa Campbell, Barb Glick, and Community Development Coordinator Dan Naiman.

Absent: Alternate Commissioner Margaret Manzanares, Town Representative Dixie Melton and Chamber Representative Andrea Taylor.

Dan Naiman stated that he had changes to the Agenda.

- Remove coffee house at 940 Goddard from agenda – he did not receive site plan
- Letter from Glenn Walker to the Town Board, received in January, requests abandonment of wetlands on the South end of town so that he can take it over. Dan would like to have discussion on this. Larry stated that this would become item VII e on the agenda.

Pete Vigil stated that Margaret Manzanares does not ever receive a packet and does not know when the planning commission meetings are. Dan stated that he emailed her the packet for this meeting and she responded.

III. **Public Comment – None**

IV. **Approval of Minutes – October 14, 2015**

Prior to the motion, there was discussion regarding an update on the annexation of the school district parcels, paving of the roads, etc. Chairman Larry Tucker called for a motion; Pete Vigil moved to accept the minutes from October 14, 2015; Teresa Campbell seconded; the motion passed unanimously.

V. **Building Permits Issued**

Dan Naiman stated that, in spite of our poor economy, 54 building permits were issued in 2015. 7 permits have been issued so far this year. Discussion followed regarding the details of some of the current permits; no motion was made. Chairman Larry Tucker stated that the Commission is in agreement with Dan's submission of the Building Permits Report.

VI. **Old Business**

None.

VII. New Business

a. Member Terms – Bernadette Lopez re-instatement

Chairman Larry Tucker stated that this item is deleted from here, as this was addressed at the beginning of the meeting.

b. Draft Ordinance 324 – Declaration of Emergency Snow Routes

There was discussion regarding the proposed ordinance, including how this ordinance has come about. Dan Naiman explained that the process of getting the ordinance into law is as follows:

- 1.) Approval of Planning Commission that give a recommendation to the Town Board for their approval
- 2.) Public hearing
- 3.) Town Board approval
- 4.) 30 days until the ordinance takes effect as law

After further discussion, Chairman Tucker stated that the Planning Commission would like to table this item until the next meeting.

c. Draft revision Town Municipal Code Chapter II Subdivision of Land

Dan Naiman explained that there were two sets of codes for major and minor subdivisions. He eliminated the duplicity. These are what he is presenting as the draft revision. He stated that the town attorney will review these revisions prior to being presented to the Town Board for vote. Chairman Tucker clarified that the Planning Commission is not the approving authority; they are the recommending authority that, upon agreement, send the draft on to the Board of Trustees for their approval. Chairman Tucker stated that the Planning Commission is requesting that this draft be presented to the town attorney and be brought back with his comments. All the Commissioners agreed by voice vote. Teresa requested that each item on the agenda be noted whether it is an action item or if it is being presented for discussion and comment; this would prevent questions as to what the Planner is wanting from the Commission. Dan agreed that he would do this point forward.

d. Drive-up coffee house at 940 Goddard – pending site plan submittal

This item has been removed from the agenda due to not having received the site plan.

e. Letter from Glenn Walker to the Town Board, received in January, requests abandonment of wetlands on the South end of town so that he can take it over.

In exchange, he would donate land that he owns on the North end of town so that land can become a wetlands bank. Dan has no recommendation at this point; he is requesting Planning Commission input to be able to present to the Town Board. Teresa Campbell made the motion to allow Dan to present Mr. Walker’s request to the Board of Trustees. Pete Vigil seconded the motion; it passed unanimously by voice vote.

VIII. Adjournment

Bernadette moved to adjourn the meeting. Teresa seconded. Meeting adjourned at 7:50pm.

Pete Vigil, Vice Chair _____ Date _____

Attest _____