

Planning Commission Meeting

May 11, 2016 ♦ 6:00PM

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

I. **Call to Order**

Pete Vigil, Vice Chair, called the meeting to order at 6:09PM.

II. **Roll Call / Agenda Approval**

Planning Commission Members Present: Vice Chair Pete Vigil, Commissioners Bernadette Lopez, Gina Shulz, Teresa Campbell, Town Representative Dixie Melton, and Community Development Coordinator Dan Naiman.

Absent: Chairman Larry Tucker, Alternate Commissioner Barb Glick, Alternate Commissioner Margaret Manzanares, and Chamber Representative Andrea Taylor.

III. **Public Comment – None**

IV. **Approval of Minutes – February 24, 2016**

Prior to the motion, Gina Shulz requested that the spelling of her name be corrected (no “T”). Teresa Campbell moved to accept the minutes from February 24; Gina Shulz seconded; the motion passed unanimously.

V. **Building Permits Issued**

Dan Naiman presented a current list of permits issued for this year and stated that, based on where the numbers are to date, we may surpass the number of building permits issued in 2015. Gina Shulz asked about the number of lots in town available to build on. There are approximately 20 left up on Tranquillo Court, and one lot on Romero (that the Town currently owns) right behind the Town Shop. Vice Chair Pete Vigil expressed the opinion that the Town should keep this particular lot. Dan stated that he will compile a list of all the vacant lots within Town limits that are potentially buildable sites. Pete Vigil mentioned that 111 Piedra has been doing a lot of work and wondered if they have permits for it. Dan said he does not recall any permits being issued for that address; he made note of it, and said he would follow up on it. Teresa asked if the permit fees are based on square footage, due to the difference between the fees for the Kendall’s place and SilverPick Contractors. Discussion ensued about the cost of building and what the elements are that cause it to be so high. Gina asked about old business from the previous agenda and stated that there are no town board agendas, packets or minutes on the website. Emergency Snow Removal was tabled at the last meeting; Dan plans to bring this up again before October. Discussion ensued about informing residents. Dixie talked about the fact that we need a code enforcement officer because residents know that there are no consequences to not following code. Pete pointed out that there is also no judge for them to face. Gina expressed concern that the Emergency Snow Route may become a safety issue with the school buses and we do not want liability rolling back onto the Town. Dan Naiman said that we are all on the same page with that. He also expressed that he agreed with Dixie that there needs to be a code enforcement officer, but there are no funds to hire one. Dixie’s response was that her idea is that the code enforcement officer be more of a teacher/informer to the public of what the code requirements are; if, after two or three times of informing there has

been no change, then contact the PD to write a citation. This would build good community relationships and teach people about the code. Gina asked if there had been any action taken on the items under New Business from the February meeting. Dan replied as follows: Snow Route Removal will be revisited in August or September (prior to October); Draft Revisions of Chapter II are sitting on Mr. Garcia's desk; no formal land use application has been received yet for the drive-up coffee house; Mr. Walker came to Town Board with the proposal regarding the wetlands and the Board put it back on him to do some research and we have not yet heard back from him. Discussion ensued regarding the proposed location for the new wetlands plot. Dan summarized the staff report that he submitted. Traffic light installation is going smoothly and ahead of schedule. Dan is in the process of drafting an annexation agreement for three parcels for the Ignacio School District. County will quitclaim County Road 320 to the Town of Ignacio, which the Town will then annex; there does not need to be a public hearing on this since it will be Town property; still waiting to hear from the School District that they are in favor of the annexation and that Mr. Fuschetto has the authority to sign the documents. DOLA Grant for GIS Utility Mapping to share with the Tribe has been put on hold until the sales tax issue and water rate issue have been resolved. Gina commented that the irrigation water was not on the utility bill for this month; Dan stated that he will follow up on that. Family Dollar is now officially open with a temporary certificate of occupancy; Mr. Murdock has until the end of May to complete his part; Mr. Olguin is moving forward slowly with the cleanup, pavement, etc. Ring of Champions is moving forward slowly; Anthony Archuleta is on a limited budget, both financial and timewise; he is a pleasure to work with. Mr. D's is now open. Wall Mural Project was voted down by the ELHI Tenant Association; they are working on finding another location.

VI. Old Business

a. Municipal Code Section 3-7 Sign Code Regulations Revisions – action item

Some businesses have been putting signs on the sidewalk; with no way to enforce the ordinance, Dan has been working with the business owners to ask them to allow at least 3 feet so that wheelchairs can pass on the sidewalk. Current code bases sign square footage on the frontage of the property; Dan changed that to base it on the frontage of the building. The other change he made was that the sign had to be approved by the Planning Commission rather than the Planning Staff; however, he is reconsidering that due to the fact that the Planning Commission only meets once a month and it may not be fair to the applicant to have to wait that long for approval of their sign. Discussion ensued regarding typos in the document (3.7.7, No 2 – Capitalization and Period, 3.7.14, 1e – Chapter should be Section). Gina Shulz made the suggestion to use the Town Burn Pile as an impound lot as well if there are vehicles/boats/trailers that need to be impounded. Gina Shulz moved to approve the Sign Code Revisions with the changes as noted; Teresa Campbell seconded; motion passed unanimously.

VII. New Business – None

VIII. Adjournment

Teresa moved to adjourn the meeting. Gina seconded. Meeting adjourned at 7:30pm.

Larry Tucker, Chair

Date

Attest