



## **Town of Ignacio**

### **Planning Commission Meeting Minutes**

**Wednesday, 6:00 pm, 14 December, 2016**

Handicapped Accessible

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

Ms. Tuggy Dunton, Administrative Assistant, swore in Mr. William Baird as an Alternate Planning Commission member.

- I. Call to Order – The Chair came by the office today to inform Mr. Naiman that he would not be able to make it to the meeting; the Vice Chair is not in attendance either. Mr. Naiman stated that we do have a quorum, and if acceptable to the Planning Commission members present, he would call the final meeting of the year to order. Mr. Naiman called the meeting to order at 6:11PM.
  
- II. Roll Call
  - Present: Members: Bernadette Lopez, Gina Schulz, Teresa Campbell; Bill Baird – Alternate (2). Community Development Administrator: Dan Naiman.
  
  - Absent: Chair: Larry Tucker; Vice Chair: Pete Vigil; Margaret Manzanares – Alternate (1); Ignacio Chamber of Commerce Representative: Andrea Taylor; Town Board Representative: Dixie Melton, Trustee.
  
- III. Public Comments: None
  
- IV. Approval of Minutes August 10, 2016; November 9, 2016.

The August minutes were tabled at the November meeting because the members present at the August meeting were not at the November meeting to verify the accuracy of the August minutes; they are not present at this meeting either. Therefore, these minutes are tabled until the January meeting.

Mr. Naiman asked for comments regarding the November 9, 2016 minutes. Ms. Campbell stated that the minutes were a blow-by-blow description of the meeting. Ms. Schulz expressed appreciation for seeing minutes in a timely fashion. She stated that they were very thorough and captured the spirit of the meeting.

Ms. Schulz moved to approve the November 9, 2016 minutes; Ms. Campbell seconded; motion passed unanimously.

## V. Staff Report – Dan Naiman

Mr. Naiman high-lighted several items in his report.

Town Board approved him and Mark Garcia, Interim Town Manager, to purchase the slaughterhouse properties from Ignacio Community Church (20 acres total). It is scheduled to close on the 19<sup>th</sup> of December. He stated that it is a critical piece of property to work toward the completion of the master plan, and he believes the Town will benefit greatly from it.

Mr. Naiman has been asked to join the 4-Core Board of Directors. They do energy outreaching, energy audits, solar farms, and try to assist low income families with their energy needs. He will be attending these meetings and will present opportunities that Ignacio has to offer to 4-Core.

Auto Parts has moved to old bus barn; multiple complimentary comments about his sign.

Dub Wilmer will keep his current building (755 Goddard Ave) for his auto body repair shop; he will use the old Auto Parts building (245 Goddard Ave) as a tire sales and alignment center, while continuing the use of the back portion for mechanical repairs. He will not need to come to the Planning Commission because there is no change of occupancy or use; he will come to Mr. Naiman for permitting regarding signage.

Mr. Naiman made reference to the list of permits that have been issued so far this year. The number of permits this year is similar to last year; Mr. Naiman hopes to have a couple more before the end of the year.

There are two new stick-built houses and three new mobile homes placed in Ignacio this year. Ms. Schulz asked if there is anything on deck for 2017 to bring in affordable housing. Mr. Naiman stated not at this point. There are several things in the works that could lead to some potential developers wanting to come in and do something along those lines; hopefully 4-Core will lead to something like that. Werner Heiber, former head of Colorado Housing Incorporated, is now the Chair of the 4-Core Board of Directors. Mr. Naiman plans to bring him into Town and show him around some of our lots. Who knows where that might lead; we have some things that we can offer for them to create models for the rest of the state and the country. Hopefully that will be a win-win for everyone.

Ms. Schulz strongly recommended that people see the historical section in the hallway of ELHI; there is a newspaper article there from the Chieftain in 1880-something that names Ignacio as the Town of Opportunity, an area for growth, etc. We should bring that back and put it up again today; a lot of what is talked about in that article are the same things that are attracting people to Ignacio now.

## VI. Old Business

### a. Parking revisions chapter 3, section 3-6-1

Dan gave suggested revisions to the Planning Commission members. He asked them to take this home and review it in preparation for discussion at the meeting in January. He stated there is no action to be taken this evening; he would appreciate their feedback.

Ms. Schulz asked if this revision reduces the amount of parking required. Mr. Naiman explained that this revision is based on the various uses / occupancy load and the

corresponding parking requirements. It may reduce the number of spaces, depending on the various uses and occupancies within the building. Presented are the minimum number of spaces required for each Use; it is up to the developer or Owner to determine if they want to have more spaces than the minimum required.

Ms. Schulz stated that she is thinking specifically of assembly spaces and our churches, and asked if on-street parking is considered part of the minimum parking requirements. Mr. Naiman stated that on-street parking is not part of the minimum parking requirements.

This revision is only a draft; Mr. Naiman is open to input from the Commission members as well the other Town Staff.

Ms. Lopez asked about the new salon that will be opening in the old Post Office building; Mr. Naiman stated that she is moving into an existing building, and she will most likely need to ask for a parking variance based on that fact.

Mr. Naiman stated that the intent of the revised version is to not be too restrictive; he welcomes input.

Ms. Campbell stated that her initial feedback is that the names of the various usages / occupancies are not user-friendly (easily understood) and may need to be explained further; perhaps even a “terms defined” section.

Ms. Schulz asked if the snow removal route ordinance will fall into this parking section; Mr. Naiman stated that is his intent.

Ms. Campbell asked for an update on the branding and marketing grant, if Mr. Naiman is prepared to discuss it this evening. Mr. Naiman stated that the Town has hired a group of professionals for this; they are currently in India and will begin their process when they return from India at the end of this year. There is nothing to present at this time. Ms. Campbell reminded Mr. Naiman that the question was raised at the last meeting regarding whether or not the grant will carry over to next year. Mr. Naiman stated that we are behind schedule on this; we will need to get caught back up after the holidays. It is simply a matter of making sure the paperwork is filed in a timely manner. We are co-grantees with Bayfield, Pagosa Springs and Silverton, and we are all about the same position in being behind schedule.

## VII. New Business

- a. Town of Ignacio Acquisition of the Slaughter house properties – Mr. Naiman stated that he already talked about this in his staff report. He then moved to point c, the meetings for next year.
- b. 2016 year in review:
  - 1.) There were a total of 5 new single family residences were made available this year. There are two new stick / site built single family residences, 1 new mobile home installed along Browning Ave., and two used mobile homes installed in Meadowbrook Mobile Home Park.
  - 2.) Mr. D’s restaurant located at 940 Goddard Ave. opened and closed. The Rose Café has opened in place of Mr. D’s. – Other new businesses in

Town: Ring of Champions – a bit slow in getting the remodeling done, but will be a nice addition to the Town when completed; Family Dollar; Chris May relocated his Autoparts business from 245 Goddard to 885 Goddard (the old bus barn). Chris has done a bang-up job on the remodel; El Dorado remodeled the interior and exterior of the restaurant.

- 3.) One new wall mural installed on the south face of the Flower shop along Goddard. The first of many I hope.
  - 4.) Revised chapter 2 and portions of chapter 3 of the Town's Municipal Code. Still working on approvals for the addition of "Annexation procedures and requirements" chapter 2, Parking revisions and snow route addition to the parking revisions - chapter 3.
  - 5.) Ignacio Branding- selected a professional team to assist the Town in identifying the Town Brand, Logo and marketing strategy, as well as some way-finding signage.
  - 6.) Farmer's Market at ELHI this year, that will continue next year.
  - 7.) Quonset Hut is under new ownership and the new owner plans to upgrade it. Ms. Schulz stated that the town is looking better and better with all the new buildings, the upgrades on existing buildings, etc.
- c. Meetings: The Planning Commission members only attended 5 of the 12 meetings this year. It is hopeful that attendance will improve during the 2017 calendar year. The Planning Commission meets the second Wednesday of every month.

Ms. Schulz asked about the policy and procedure for removing members who are not present. Mr. Naiman explained that the Municipal Code states that three consecutive absences are sufficient to remove someone from the Commission. Perhaps in this case it is premature; however, we need to get serious in 2017. Ms. Campbell stated that the lack of consistency causes some people to believe we are busier than we really are; we simply allow business to pile up when we do not meet regularly. Mr. Naiman stated that he plans to be consistent with the monthly meetings, and move ahead like we are doing this evening, even if the Chair is not present or we do not have a quorum.

Ms. Campbell stated that it is disrespectful to other members' time to have them wait, wondering if the various members are going to show up. Mr. Naiman brought attention to, and provided copies of Riggins' Rules and asked PC members to consider it. He stated that he will hand-deliver this to the various individuals who are not present this evening. Mr. Naiman stated that he does not agree with all of the Riggins' Rules, but it is definitely food for thought.

Below are the Planning Commission meeting dates for 2017:

January 11, 2017  
February 8, 2017  
March 8, 2017  
April 12, 2017  
May 10, 2017  
June 14, 2017  
July 12, 2017  
August 9, 2017  
September 13, 2017

October 11, 2017  
November 8, 2017  
December 13, 2017

Please try to attend all the scheduled meetings.

VIII. Adjournment: Mr. Naiman asked for a motion to adjourn. Ms. Lopez moved to adjourn the meeting; Ms. Campbell seconded.

The meeting was adjourned at 6:58PM.

The next meeting will be January 11, 2017 at 6pm.

---

Larry Tucker, Chair

Date

---

Attest

Have a very Merry Christmas and a very Happy New Year