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## AGENDA

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1. **CALL TO ORDER/Roll Call - Mayor Rachel New**  
**Mayor Rachel New called the work session to order at 6:05 p.m.**

2. **Discuss Town Hall roof**

Clerk Sara Gibb provided an update on the insurance claim filed for possible snow damage to Town Hall roof. Insurance adjuster and structural engineer will be on site tomorrow (6/20) to examine the roof and assess for damage that is covered by insurance.

Town Hall commissioner Juliet Serrato provided an update on damage at Town Hall. Repairs/restorations must be made according to specifications for Town Hall, which is an historic building. Town Hall needs roof repair as well as paint.

### **Roof**

Trustee Ralph Bush believes the flashing of the bell tower is in poor shape. He also noted many screws backing out, possibly from ice. The roof metal is in good shape. He believes flashing work and thorough maintenance would be sufficient. Town Hall commissioner Juliet Serrato confirmed that the area of the bell tower is where the leaks are occurring.

Trustee Brad Wick believes it may take a 2-year cycle to obtain competitive bids for painting. He suggests writing a scope of work on the painting and delaying painting until 2018 or possibly the fall of 2017. Trustee Chris Nasso would also like additional, competitive bids.

Suzy Metzler and Ramon Reed stated that the roof was replaced in the 90s.

### **Paint**

Trustee Brad Wick suggests writing the scope of work in such a way that the contract can be awarded this year but the work completed next year.

Trustee Brad Wick will speak with Phil Deutsch about putting together a scope of work for painting. Trustee Ralph Bush will put together a scope of work for the roof once he views the report from the structural engineer/insurance adjuster.

Cindi Wick and Pete Olson commented.

3. **Discuss Zoning Code**

Per Mayor Rachel New, Attorney Jim McDonald suggested posting for the 2012 zoning code and adopting it in its current form, then proceeding with amendments. He also suggested making the publication deadlines to adopt the zoning code and the ordinance at the next regular meeting.

Trustee Brad Wick does not want to revert to the 2001 Zoning Code. He believes the 2013 amendment should be included.

Mayor Rachel New stated that Attorney Jim McDonald reviewed the verbiage in the 2015 Zoning Code regarding short-term rentals. Business licenses in the 2012 code were conditional and should have been reviewed by a yearly variance. In the 2015 re-write, home-based businesses were conditional unless they create excessive noise, dust or fumes. However, there was no way in that code to check whether those businesses were creating excessive noise, dust or fumes. Two major concerns in adopting the 2015 code –

STR verbiage, home-based businesses.

Options – adopt 2012 and register it and a map with the Clerk, or adopt and include amendment from 2013

Mayor Rachel New provided an index to the 2012 Zoning Code (as it is currently written.) It would need to be updated with any changes or amendments to the code. She suggests adding an index to the code prior to adopting it.

Ramon Reed and Pete Olson made public comments.

#### **4. Discuss STR Ordinance**

Trustee Ralph Bush would like to keep the ordinance as simple as possible for ease of navigation.

Not currently addressed in STR ordinance: location of STRs, quantity of STRs allowed in Town, enforcement

Trustee Brad Wick does not believe putting a cap on quantity of STRs is possible to do equitably. A possible alternative would be to auction STR licenses. The bid would be the up-front permit fee.

Trustee Ralph Bush stated that the market will determine how many rentals exist and operate. He doesn't believe that all the rentals in town are 100% full so the market is being met with the current number of STRs. He believes caps would be short-sighted.

Trustee Ralph Bush suggests capping vehicles/trailers. One option would be creating a city fee lot where toy-haulers/trailers would remain parked after being unloaded.

Trustee Brad Wick wonders if the issue of location should be put to a town-wide vote. He believes the Zoning Code should not define the details about STRs. The Zoning Code should define the residential and commercial areas of town.

Trustee Ralph Bush believes solving the parking issue will significantly reduce the impact of STRs in the residential district.

A work session will be requested at the special meeting to cover quantity, location, enforcement

Kandy Nasso stated that she was not polled about STRs when Matt Buchanan surveyed residents.

Pete Olson has a concern about section 5.6 (occupancy) – he doesn't believe this section is clear enough.

Thomas Kelley pointed out that there are many residences in Pitkin with toys that produce dust and noise. Many of his neighbors did not even know he operated an STR out of his property. He believes the length of the rental season should be considered when impact is evaluated.

#### **5. Work session adjourned at 7:56 p.m.**

A special meeting will immediately follow this work session at the Newcomb Community Center.

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*\*Public comment to the Board of Trustees is encouraged. Comments may be limited at the mayor's discretion*

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at least 48 hours prior to the scheduled meeting