



AGENDA ITEM

CONSIDERATION OF MINUTES

- Regular Meeting August 13, 2015



**MINUTES OF THE
TOWN OF PARACHUTE
PLANNING AND ZONING COMMISSION
REGULAR MEETING
August 13, 2015
6:30 PM**

ACTION MINUTES:

Meeting was called to order by Chair Stanton at 6:30 p.m.

(A) ROLL CALL

COMMISSION MEMBERS PRESENT:

CANDY ALLBEE
SHERRY LOSCHKE
KELLIE STANTON
JUANITA WILLIAMS

COMMISSION MEMBERS ABSENT:

TIM OLK
ROY MCCLUNG

STAFF PRESENT:

TOWN MANAGER, STUART MCARTHUR
TOWN CLERK, DENISE CHIARETTA
TOWN PLANNER, DAVIS FARRAR

ATTENDEE LIST ATTACHED:

(B) PLEDGE OF ALLEGIANCE:

(C) APPROVAL OF AGENDA

MOTION NO. 1:

Moved and seconded by Members Williams / Loschke to approve the Agenda.
Vocal vote approved unanimously.

(D) CONSIDERATION OF MINUTES:

Regular Meeting May 14, 2015

MOTION NO 2:

Moved and Seconded by Members Williams / Loschke to approve the minutes from May 14, 2015, Regular Meeting with correction to reflect Candy Allbee absent not John Yadloski.

Motion passed unanimously

(E) PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA:

There were none

(F) PUBLIC MEETING BEFORE THE PLANNING AND ZONING COMMISSION CONSIDERATION OF A DEVELOPMENT REVIEW APPLICATION FROM THE TOWN OF PARACHUTE

APPLICANT/OWNER:

Town of Parachute
222 Grand Valley Way
Parachute, CO 81635

PROJECT NAME:

Revisions to its Municipal Code: Title 15 (Town of Parachute Land Use Regulations), Article 4 subdivision and more specifically, those sections pertaining to minor subdivisions.

PROJECT LOCATION:

N/A

LEGAL DESCRIPTIONS:

N/A

Chair Stanton called the Public Meeting to order at 6:34 p.m.

Town Planner Farrar went through the amendments that are outlined in the recommended ordinance that would revise Title 15 of the Town of Parachute Land use Regulations one of which changes “Town Administrator” to “Town Manager” to be in compliance with the Town Charter. Other provisions allowed for more streamlining of the minor subdivision process allowing simple minor subdivisions to be approved administratively.

There were some questions regarding staff having input on recommendations.

Chair Stanton asked if the ordinance should state who “staff” is versus just stating “Town Manager.”

Town Planner Farrar stated that in the more complete municipal code there is a list of all departments/organizations that need to review.

Pam Jarrett of South 184 South 2nd Court stated that on page five (5) under 15.05. 206 C of the ordinance the time for a person to request a written copy of the Planning & Zoning meetings have gone from 15 days to seven (7) days. Why is that?

Town Planner stated that it would be changed so there would not be a Planning and Zoning Commission meeting it would go to the Board of Trustees and then you could request a copy of the Board of Trustees meeting either on line or request draft minutes. The change is advantageous to the public.

There was additional discussion on the proposed amendments.

Town Planner Farrar suggested that in Paragraph C. 15.05 206 “Planning & Zoning Commission” should be changed to “Board of Trustees.”

Chairperson Stanton closed the Public hearing at 7:02 p.m.

MOTION NO. 3:

Moved and seconded by Members Williams / Loschke to forward to the Board of Trustees with the change 15.05 203 and 15.05.204 revising “Planning & Zoning Commission” to read “Board of Trustees.”

NOTE: Subsequently to the meeting, the Town Attorney, Jeffrey Conklin advised that it should remain “Planning & Zoning Commission.” That is how it was presented to the Board of Trustees.

Motion Passed Unanimously.

(G) MOTION TO ADJOURN

MOTION NO. 4: Moved and Seconded by Members Williams / Loschke to adjourn.

Vocal vote approved unanimously.

Adjourned at 7:04 p.m.

Chair

Attest:

Town Clerk