



**PLANNING & ZONING COMMISSION  
WORK SESSION**

Tuesday, February 2, 2021, 6 p.m.

**Due to COVID-19, there is no public attendance in person. Instead, please join us virtually:**

On Your Computer: <http://bit.ly/39ighLt> | Password: 604290

On Your Phone: 253-215-8782 | Webinar ID: 824 1412 9623 | Password: 604290

**AGENDA**

*[A] denotes an action item; [D] denotes discussion item*

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Reading of the Mission Statement
5. Minutes: December 1, 2020 Regular Meeting [A]
6. 2021 Meeting Dates
7. Letter of Interest: Gene Welch [A]
8. Adjourn Meeting [A]

**Town of Cedaredge Planning & Zoning Commission Vision and Mission Statement**

To retain the small town character with its natural mesa openness and create positive economic and living opportunities for current and future residents.

**Commission Members**

Chairman Walt Anderson (2021)  
Vice Chairman Bob Michael (2023)  
Larry Naslund (2021)  
Richard Cartin (2022)  
Terry Jarbo (2023)

*Vacant Position*  
*Vacant Position*  
Mayor Raymond F. Hanson (*Ex-Officio*)  
Trustee Jim Atkinson (*Ex-Officio*)

**Town of Cedaredge Planning & Zoning Commission**  
**Regular Meeting & Public Hearing**  
**December 1, 2020**  
**Record of Proceedings**

Commission Chair Walt Anderson called to order the Regular Meeting of the Cedaredge Planning & Zoning Commission at 6 p.m. and led the Pledge of Allegiance. Present in person were Vice Chairman Bob Michael, Commissioners Richard Cartin and Terry Jarbo; Town Administrator Greg Brinck; and Town Clerk Kami Collins. Present virtually were Chairman Walt Anderson; Mayor Raymond F. Hanson; Trustee Jim Atkinson; and Town Planner Davis Farrar. Mayor Hanson moved and Commissioner Cartin seconded to excuse Commissioner Larry Naslund from the meeting; motion passed unanimously and Commissioner Naslund was excused.

Chairman Jarbo read the vision and mission statement.

**Minutes: November 10, 2020 Regular Meeting:** Commissioner Cartin moved and Commissioner Jarbo seconded to approve the minutes as presented; motion passed unanimously.

**Public Hearing: Hunter Minor Subdivision Sketch Plan**

- a. **Open Public Hearing:** Chairman Anderson opened the Public Hearing at 6:04 pm. Chairman Anderson asked if public notice had been done properly; Administrator Brinck confirmed the Public Hearing had been properly noticed.
- b. **Applicant Presentation – Dave Hunter:** Mr. Hunter said his plan is to separate the one lot into two lots with two separate residences.
- c. **Staff Presentation – Town Planner Davis Farrar:** Mr. Farrar submitted a written report. He explained the property, located at 255 NW 4th Street, is zoned R3 and Mr. Hunter is not seeking a rezone. The proposal is to split the one parcel of 18,745 square feet into two lots; Lot 1 is proposed to be 7,498 square feet and Lot 2 is proposed to be 11,247 square feet. Mr. Farrar said the request is in general conformance with the Cedaredge Master Plan and is compatible with the neighborhood.

Commissioner Anderson asked Mr. Hunter if he planned to remove the trailer home that is currently on the property; Mr. Hunter said yes.

Trustee Atkinson asked if removing the lot lines should be completed as a subdivision readjustment; Mr. Farrar said removing the old lot lines on the final plat as part of the minor subdivision request is normal practice and would work in this situation.

Mr. Farrar asked Mr. Hunter to address the issue of the electrical lines on the property. There is one power pole that had service drop to the trailer home on the lot that was previously removed. There is an overhead power line that services other parcels in the neighborhood; DMEA has a 25-foot prescriptive easement for the line. Mr. Hunter said that the power pole will create a challenge on the smaller lot. Mr. Farrar explained that Mr. Hunter had the discretion to move or remove the power pole. For the overhead line, Mr. Farrar noted that the property would be more usable if the line were relocated, but noted that was also at Mr. Hunter's discretion, but added the Commission could make that a

condition of the approval if they chose. Mr. Hunter said he would address the electric service line issue after the minor subdivision process is approved.

Commissioner Jarbo said the suggestion of the easements and accesses should be handled if Mr. Hunter sells the properties in the future, and future property owners would need to work with the Town to build on the property.

Chairman Anderson noted the old lot lines no longer conform to current site development standards.

**d. Public Hearing**

- i. James Harden, whose mother owns 225 NW 4th Street and was unable to attend, asked what the proposed use of the property is. Mr. Hunter said he plans to build single family residences, one on each lot. Mr. Hunter said if he sells the vacant lots, he has no control over the future use. Chairman Anderson noted if there were any other uses besides a single-family use, the request would have to come back before the Planning & Zoning Commission.

Dante Markley, 430 NW Aspen, said his next-door neighbor was also unable to attend, but both the neighbor and Mr. Markley cited concerns about duplexes or apartments being built on the lots. Administrator Brinck noted that in the R3 zone, a duplex is a principal use. Mr. Hunter reiterated that a duplex is not his intention at this time.

- e. **Commissioner Comments or Questions:** Commissioner Jarbo clarified that tonight's decision is simply to turn the parcel into two lots and not on the future building plans.
- f. **Close Public Hearing:** Chairman Anderson closed the Public Hearing at 6:55 pm.

**Hunter Minor Subdivision Sketch Plan:** Mayor Hanson moved and Trustee Atkinson seconded to recommend for approval to the Board of Trustees of the Hunter Minor Subdivision Sketch Plan, with the conditions that applicant pay cash in lieu of parkland dedication; the internal lot lines are dissolved within the final plat process; and all representations of the applicant made in writing and verbally at the Planning Commission or Trustee meetings, or that are reflected in the meeting minutes, are considered part of the application and are binding on the applicant. Voting 'aye' were Chairman Anderson, Vice Chairman Michael, Commissioners Cartin and Jarbo; Mayor Hanson; and Trustee Atkinson; no Commissioner voted 'nay;' motion passed unanimously.

Mayor Hanson moved to adjourn the meeting; Trustee Atkinson seconded. Commissioner Anderson adjourned the meeting at 7 pm.

Respectfully Submitted,

Kami Collins  
Town Clerk

Town of Cedaredge - Planning & Zoning Commission  
Meeting Dates for:  
January through December – 2021  
Cedaredge Civic Center - Grand Mesa Room

<u>February 2, 2021</u>	<u>Regular Meeting</u>	<u>6:00 p.m.</u>
<u>March 2, 2021</u>	<u>Regular Meeting</u>	<u>6:00 p.m.</u>
<u>April 6, 2021</u>	<u>Regular Meeting</u>	<u>6:00 p.m.</u>
<u>May 4, 2021</u>	<u>Regular Meeting</u>	<u>6:00 p.m.</u>
<u>June 1, 2021</u>	<u>Regular Meeting</u>	<u>6:00 p.m.</u>
<u>July 6, 2021</u>	<u>Regular Meeting</u>	<u>6:00 p.m.</u>
<u>August 3, 2021</u>	<u>Regular Meeting</u>	<u>6:00 p.m.</u>
<u>September 7, 2021</u>	<u>Regular Meeting</u>	<u>6:00 p.m.</u>
<u>October 5, 2021</u>	<u>Regular Meeting</u>	<u>6:00 p.m.</u>
<u>November 9, 2021</u>	<u>Regular Meeting</u>	<u>6:00 p.m.</u>
<u>December 7, 2021</u>	<u>Regular Meeting</u>	<u>6:00 p.m.</u>

The Town of Cedaredge Board of Trustees may attend these meetings.

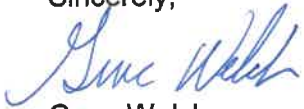
January 5, 2021

Dear Chairman Anderson and Mayor Hanson,

I am interested in serving on the Cedaredge Planning & Zoning Commission. As former mayor and trustee, I have extensive knowledge on how municipalities work, and Cedaredge specifically. I believe I can be an effective and helpful member of the Commission.

I look forward to speaking with you soon about the position.

Sincerely,



Gene Welch  
235 SE Frontier Ave.  
970-856-1140