

Town of Cedaredge Planning & Zoning Commission
Regular Meeting
January 4, 2021
Record of Proceedings

The Cedaredge Planning & Zoning Commission met for a Regular Meeting on January 4, 2021, at the Cedaredge Civic Center, 140 NW 2nd Street, Cedaredge, Colorado, with a virtual meeting option available. Chairman Dick Cartin called the meeting to order at 5 pm and led the Pledge of Allegiance. Present were Commissioners Dick Cartin, Bob Michael, Terry Jarbo and Gene Welch; Trustee James Atkinson; and Town Clerk Kami Collins.

Chairman Cartin read the vision and mission statement.

Minutes: October 12, 2021 Regular Meeting: Commissioner Jarbo moved and Commissioner Welch seconded to approved the minutes as presented.

Roll Call Vote: Voting “aye” were Commissioners Cartin, Michael, Jarbo and Welch; and Trustee Atkinson; no one voted “nay;” motion passed unanimously.

Acceptance of Resignation of Commissioner Hoggatt: Commissioner Hoggatt submitted a letter of resignation, as he has moved out of the area. Commissioner Welch moved and Chairman Cartin seconded to accept Commissioner Hoggatt’s resignation.

Roll Call Vote: Voting “aye” were Commissioners Cartin, Michael, Jarbo and Welch; and Trustee Atkinson; no one voted “nay;” motion passed unanimously.

2022 Commission Meeting Dates: Chairman Cartin supplied a list of the Planning Commission meeting dates for 2022.

Revision of Bylaws: Commissioners discussed amending the Bylaws as follows:

- **Mission Statement:** The Commission discussed the merits of having the word “small” in the mission statement, and if that word truly describes the direction the Town should grow. The Commission decided the Mission Statement will read “To retain the community character with its natural mesa openness and create positive economic and living opportunities for current and future residents.”
- **Under Membership, Qualifications:** The Commission debated the merits of allowing a non-resident sit on the Commission. Ms. Collins supplied an opinion from the Town Attorney and the Town Planner. In discussion, the Commission decided it was not worth the effort to amend the Home Rule Charter to allow non-residents, nor is it in the best interest of the Town, to allow a non-resident to serve on the Commission. The Commission discussed being more proactive in reaching out to the business community and non-residents when potential legislation or policy will affect those groups.

Composition: The Commission debated reducing the number of Commissioners from seven to five, and removing the ex-officio members from the Commission. In discussion,

the Commission decided to amend the bylaws to reflect this discussion.

Under Membership #7, the Commission added a final line, "All meetings, trainings or other Planning activities must first be approved by the Commission; all expenses must be authorized by the Town Administrator.

- Meetings #2 should be changed to notice shall be given at least a minimum of 24 hours in advance of the special meeting.

Add a section for Zoom meetings.

#6, add Constituent Time after Approval of Minutes

#7, change to match the already adopted Public Hearing outline.

- Financial Administration: Add "with authority of the Town Administrator."

Ms. Collins will amend the Bylaws with the changes and send them to the Commission via email for review. Upon review, the amended Bylaws will be put on the Board of Trustees agenda for approval.

Commissioner Welch moved and Commissioner Michael seconded to amend the bylaws as discussed; Ms. Collins will make the changes and submit to the Commission via email; the Commission shall respond by Jan. 14, 2022 with comments for inclusion on the Board of Trustees Jan. 20, 2022 agenda.

Title 16 Code Update: Ms. Collins gave a status update on the project. Staff anticipates having the Commission review the Title 16 revision at the end of January or early February. Commissioner Welch asked that the Staff review the code as well; Ms. Collins said she, the Public Works Director and the Building Inspector will review prior to adoption.

Discussion Items for Commission Consideration:

- a. Five Year Capital Improvement Plan: Commissioner Cartin said he has spoken with several constituents who are unhappy with the condition of the Town streets and sidewalks.
 - Streets/Sidewalks: Chairman Cartin suggested the Commission assist Town Staff with the sidewalk and street inventory. Ms. Collins suggested that the Commission work with Town Engineer Dan Quigley to develop an inventory system. In discussion the Commission asked to complete the Title 16 project first and then move to that project.
- b. Comprehensive Development Plan: Commissioner Cartin said growth is coming to Cedaredge and to plan for future growth the Commission should look at the plan, and specifically at affordable housing and code enforcement. In discussion, the Commission directed Staff to begin the conversation with the Board of

Trustees to update the Master Plan.

Commissioner Welch moved to adjourn and Trustee Atkinson seconded. Chairman Cartin adjourned the meeting at 7:21 pm.

Respectfully Submitted,



Kami Collins
Town Clerk