



**Planning Commission, Board of Adjustments & Design Review Board
Regular Scheduled Meeting Minutes**

Monday, June 10, 2013 at 5:15 p.m.

Town Hall, Council Chambers, 551 Hot Springs Boulevard, Pagosa Springs, Colorado 81147

I. Call to order / Roll Call – Commission Chair Lattin, Commissioner Maez, Commissioner Woodruff

II. Announcements

III. Approval of Minutes

A. Approval of April 30, 2013 Planning Commission Meeting Minutes – The minutes were approved as read.

IV. Public Comment

A. None

V. Board of Adjustments

VI. Planning Commission

A. Planning Commission Appointment Recommendation for Heidi Martinez – The planning commission has openings on the board due to Commissioner Hart and Parker moving. Mrs. Martinez has submitted a letter of interest to serve. She is not currently involved in any civic activities and would like to have a voice and involvement in the town. She answered some questions regarding putting aside her personal opinion to follow the code and sharing opinions during discussion. Commissioner Maez said there is a lot of work but believes Mrs. Martinez is smart and able to deal with people. Commissioner Woodruff also believes Mrs. Martinez has a great demeanor with people and will be a great benefit to the board. Commission Chair Lattin explained to Mrs. Martinez and Mr. Adams the commitment to the board, as well as a work session with the other town boards scheduled for Wednesday June 12th at 5pm. Commissioner Woodruff moved to approve a recommendation to Town Council to appoint Heidi Martinez to the Planning Commission, Commissioner Maez seconded, unanimously approved.

B. Additional questions for Peter Adams regarding Appointment to the Planning Commission – Mr. Adams has applied for appointment to the planning commission board. Commission Chair Lattin asked about Mr. Adams ability to put aside his personal opinion and following the code. Mr. Adams said that he believes he will be able to put his personal opinion aside and follow the code. He said he will make his opinion known but will do what is right per the code and what is best for the community. He said he is a level-headed, practical person and will vote what he feels is appropriate within the limits of the code. Commission Chair Lattin would like to have a developer on the board and believes Mr. Adams will fit well on the board. He said sitting on the board is an opportunity to be involved and is not applying in order to change the code, but he will bring up items if he feels the board should review certain items in the code that need addressed.

C. Consideration of Reinstating Second Monthly Planning Commission Meeting - The Town Planning Department currently has one regular meeting per month, on the second Tuesday of each month at 5:15pm. As a means to accommodate expediting development applications, the Planning Commission has been conducting a second meeting on request by the Planning Director. To provide a predictable schedule for the members, staff suggests the Planning Commission consider setting the fourth Tuesday as a second meeting day, only as needed, to ensure that Commission members block the fourth Tuesday in their schedules reducing the juggling of previously booked obligations.

VII. Design Review Board

VIII. Public Comment

A. None

IX. Reports and Comments

X. Adjournment - Upon motion duly made, the meeting adjourned at 6:08pm.



Kathie Lattin, Chair