



Pagosa Springs Planning Commission

Special Meeting Minutes for the March 22, 2011

I. Call to order / Roll Call

Meeting came to order at 5:00pm with Kathie Lattin, Bobby Hart, and Natalie Woodruff present. Cappy White was absent.

II. Announcements

A. Newly appointed Kirk England has resigned from the board citing personal reasons.

III. Consent Agenda

A. The February 15, 2011 PC meeting minutes were accepted by the PC.

IV. Board of Adjustments

A. Variance request (BOA2011-01) for 296 Lewis Street, aka lot 26 block 3, townsite of Pagosa Springs.

Staff presented a request for a variance to allow constructing and using an accessory building prior to the main building being constructed and used. Staff reviewed LUDC section 4.3.3.B.2 prohibiting and using an accessory building prior to the main building being constructed and used. Staff reviewed the seven comments from surrounding property owners. Cmmr Woodruff expressed concern regarding the recent collection of building materials on the lot as well as concern over previous applicants being denied for same request. Cmmr Hart suggested combining of lots 26 & 25 should be required prior to a building permit being issued. Cmmr Lattin inquired about the materials being stored on the property were for the future garage or associated with business and asked about storing of materials outside once the garage was built. The Applicants, Beth O'Dowd and David Schanzenbaker, assured the PC that only materials associated with the garage and house project would be stored on the premise. Cmmr Woodruff motioned to "Approve a variance to allow the construction and use a two car garage accessory building at 296 Lewis Street, prior to the primary structure being constructed, contingent on the applicant combining lots 25 & 26 of block 3 prior to a building permit being issued and contingent on the use of the accessory building is solely associated with residential uses and not business uses". The motion was seconded by Cmmr Hart and was unanimously approved.

V. Design Review Board NA

VI. Planning Commission

A. CDOT Highway 160 TOD sign discussion and possible decision.

Staff presented information regarding Tourist Oriented Directional Signs (TOD's) and recent inquiries regarding allowing within town limits. Staff stated that currently the town LUDC sign code prohibits off site signs and thus does not allow TOD signs. Staff suggested that TOD signs are a means to pull pass through travelers off of the highway and into local businesses. Staff introduced Tony Simmons, owner of "Pagosa Brewing Company" who has had great success from a TOD sign located within the County's jurisdiction. Staff stated that the Town Manager is in support of TOD signs. The TOD sign program will allow the town to determine intersection locations for TOD's and that the town can retain review authority.

VII. Reports and Comments

A. Town Manager –

1. Town Manager David Mitchem is out of Town until March 23rd.

B. Staff –

1. Town Council Decisions:

a. 02.17.11

~ TC Approved funding for a geothermal heating district infrastructure RFP.

~ TC approved resolution 2011-04 supporting a GOCO grant application for restrooms at Yamaguchi Park and the associated matching funds.

2. Planning Department:

- a. Lewis Street reconstruction update. Staff reviewed that the engineers estimate will be presented to TC at the April 5th meeting for their determination on how to proceed with an RFP for the road reconstruction project.
- b. Town to Lakes Trail update. Staff reported that the Greenways Team will present their final town to lakes trail plan a public meeting on March 30, 2011 at 5-7pm in the BOCC meeting room.
- c. PLPOA has designated Gregg Mayo to participate in the Joint Planning Work Sessions on behalf of PLPOA and will also represent PASWD.
- d. Update on Backwoods Motorcycle Shop CUP. Staff updated the PC concerning compliance with contingencies associated with the CUP granted on August 11, 2010. The business owner has stated that he intends to meet the required contingencies as soon as the ice and snow melts from the north side of his building.

3. General Items: NA

4. Upcoming scheduled meetings:

- a. Next Regular Scheduled PC Meeting, Tuesday April 12, 2011 @ 5pm in Town Hall.
- b. Next Joint Planning Commission Work Session TBD.
- c. Town to Lakes Trail presentation on Wednesday March 30th, 2011, 5-7pm in the BOCC meeting room.
- d. Next Town Council Meetings, Tuesday March 24, 2011 at Noon in Town Hall.
and Tuesday April 5 2011 at 5pm in Town Hall.

VIII. Adjournment

Cmmr Hart motioned to adjourn the meeting at 6:10pm, Cmmr Woodruff seconded the motion which was unanimously approved.

Meeting Minutes approved: _____

Kathie Lattin, Chairperson