



# Pagosa Springs Planning Commission

## Regular Meeting Minutes for the April 12, 2011

### I. Call to order / Roll Call

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

### II. Announcements NA

### III. Consent Agenda

A. The March 22, 2011 PC meeting minutes were accepted by the PC.

### IV. Board of Adjustments NA

### V. Design Review Board NA

### VI. Planning Commission

#### A. Ponderosa Substation site relocation proposed.

Staff presented the county planning department's request for comments on the New Proposed LPEA Ponderosa Electrical Substation alternate site. Staff mentioned that the County Planning department continues to send projects that are within the Town Planning Area Boundary and influence area to the Town Planning department for comments. Staff stated that all parties seem to be in agreement regarding the new alternate site. The PC had no comment to forward regarding the project.

#### B. Pradera Pointe Subdivision Final Plan Extension Request.

Staff presented a request for extension of the Final Plat Approval for Phase one of the Pradera Point subdivision originally approved on May 6, 2008. the PC inquired about how many extensions will they continue to provide. Staff mentioned that this situation is not the fault of the developer and that all un-started projects previously approved are experiencing financing challenges and that the current market is not promising to move projects ahead. Cmmr White motioned to:

*"Approve a recommendation that Town Council Approve a One year Extension of the Pradera Point Subdivision, Phase One, Final Plat Approval, contingent on;*

- 1) The Inclusion of Current Plat language as required under the current LUDC,*
- 2) A current utilities checklist submitted prior to recordation of the Final Plat,*
- 3) Signed Developer Improvement Agreement,*
- 4) Revised engineering plans & engineering cost estimates to include street lighting as required by the Planning Commission."*

Cmmr Hart seconded the motion which was unanimously approved.

#### C. CDOT Highway Tourist Oriented Directional Signs (TODS).

Staff presented that the TC asked for more specific language for approved locations for TODS, be included in Ordinance 761, allowing TODS as an exception to prohibited off site signs in the Town. Cmmr Woodruff motioned to

*"Recommend Town Council Approve the PC revised Ordinance 761, allowing TODS signs as an exception to prohibited off site signs within the Town Boundary, with the following additional inclusions in the ordinance;*

- ~ Only one (1) TODS assembly of 4 business plaques will be allowed at approved intersection locations.*
- ~ TODS are approved only at the following travel direction and intersection locations; North Pagosa Blvd (west bound only) and Piedra Road (west and east bound).*
- ~ TODS locations are prohibited between 1st Street and 10th Street.*
- ~ Eligible tourist oriented businesses for TODS is restricted to Service Businesses (defined as: Gas, Food, Lodging & Camping), Cultural Businesses (defined as Drama, Amphitheater & Galleries) and Commercial business(defined as Antique Shops, Farm Markets & Gift Shops).*

*Cmmr Hart seconded the motion. The motion was approved with 3 approvals and Cmmr White voting "no"*

#### D. Consider recommendation for appointment of new Town Planning Commissioner.

Staff presented a letter of intent from Ron Maez for serving on the PC. Staff mention that the opening had not been advertised as of yet. The PC directed staff to advertise the PC vacant regular and alternate seats.

**VII. Reports and Comments**

**A. *Town Manager* – NA**

**B. *Staff* –**

**1. Town Council Decisions:**

a. 04.05.11

~ TC tabled the TODS ordinance 761, until April 14, 2011, pending additional language.

**2. Planning Department:**

**a. Lewis Street reconstruction update.**

Staff updated the PC regarding the current Invitation for Bids for the Lewis Street reconstruction project. Bids will be opened on April 28th. Bids will be presented to Town Council for their consideration at the May 3, 2011 TC meeting.

**b. Town to Lakes Trail update.**

Staff updated the PC on the Trail project. Final recommendations and comments are due from The Greenways Team, Inc for preferred routes by the end of April. Findings will be presented to TC and BOCC with staff's recommendations for proceeding

**c. Way finding sign update.**

Staff updated the PC on this years Wayfinding sign plan goals which include;

- 1) New Light Pole Banner program along Hwy 160 in Downtown, along Hot Springs Blvd and along the River Center.
- 2) Welcome to Pagosa Springs monument sign (one located at the west entrance and one located at the east entrance to town) upgrades may include, 3 vertical poles for light pole banners, space for an event banner and bronze Pagosa Springs name plate.
- 3) A new vehicle directional monument sign uptown, somewhere in between Piedra Rd and N. Pagosa Blvd.

**d. Geothermal projects updates.**

Staff updated the status of the Geothermal projects.

- 1) Currently an RFP as been advertised for the Town's "Geothermal Heating System" RFP's are due by April 22, 2011.
- 2) Recently a Specialty Crops Grant was submitted through the USDA. This is a planning grant for the Geothermal greenhouse project.

**3. General Items: NA**

**4. Upcoming scheduled meetings:**

- a. Next Regular Scheduled PC Meeting, Tuesday May 10, 2011 @ 5pm in Town Hall.
- b. Next Joint Planning Commission Work Session is Tuesday April 12, 2011 @ 6pm or immediately following the Town PC meeting in Town Hall.
- c. Next Town Council Meetings, Thursday April 14, 2011 at Noon in Town Hall and Tuesday May 03, 2011 at 5pm in Town Hall.

***C. Planning Commission -***

**1. Joint Planning Commission Work session update.**

Cmmr Lattin stated that the Town manager and county manager will be providing info in early May, so it is anticipated this will be available for the may 10, 2011 joint PC work session.

**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