

**TOWN OF CRESTONE
PLANNING COMMISSION
REGULAR MEETING
MONDAY, AUGUST 1, 2016, 6:00 P.M.
CRESTONE TOWN HALL – 108 W. GALENA AVENUE**

MINUTES

- 1. Call to Order – the meeting was called to order at 6:02 pm.**
- 2. Roll Call –** Commissioners Kairina Danforth, Terry Goergen and Commissioner Kimberlee Best (left at 8:45 pm) and Alternate Commissioner Carmin Teeple were present. Commissioner Renee Hill was absent without notice. Chair Cristina Cabeza-Kinney was absent with notice. Alternate Commissioner Benjamin Byer (Alternate for Ex-Officio commissioners as per Board of Trustees 7/11/16) was not requested to be present. Also present were Crestone Town Attorney Gene Farish and Clerk Allyson Ransom. Clerk Ransom appointed Commissioner Danforth as Temporary Chair, and Temporary Chair Danforth seated Alternate Commissioner Teeple as a voting member and declared a quorum present.
- 3. Approval of Agenda –** *Commissioner Teeple moved and Commissioner Best seconded to amend the agenda as presented with the inclusion of item 6E adopting a building code. The vote of the Commissioners present was unanimously in favor, and Temporary Chair Danforth declared the motion carried.*
- 4. Approval of Minutes of Regular Meeting of July 7, 2016 –***Commissioner Goergen moved and Commissioner Teeple seconded to approve the Minutes of Regular Meeting of July 7, 2016. The vote of the Commissioners present was unanimously in favor, and Temporary Chair Danforth declared the motion carried.*
- 5. Reports**
 - A. Correspondence & Announcements –** There were no announcements.
 - B. Crestone-Baca Sub-Area Planning –** There was no report as the previous sub area planning meeting had been cancelled.
- 6. New Business**
 - A. Accessory Building Permit-** Lonny Roth presented a map and a building permit application for an old shed he had recently moved to the Cottonwood Street side of his commercial property at 245 W. Golden Ave. The commissioners asked for his narrative and proof of the property corners, but he did not have them. After a lengthy discussion, the primary issue discussed was whether or not to follow the current code and require an eight- foot front set back from the road. Town Attorney Farish cited specific references from the Code to verify that the setback could not be zero; even though, it may be adopted in the future. With advisement from Attorney Farish, the Commission decided to allow Lonny Roth to work on stabilizing and making the shed safe without having to pay or apply for a building permit and to have the building moved farther back away from the road to meet current setback requirements by August 24, 2016. When asked, Roth

stated he was in agreement, and the Commission requested Clerk Ransom to send a certified letter to Mr. Roth stating their decision.


- B. 145 W. Golden Ave.-Sewer Tap Fee-** Rachel “Electrum” Medina was not present but asked the Clerk to check if she needed a new sewer tap fee for a bathroom in a new building. The Commission stated that Ms. Medina did need to pay for a second sewer tap fee unless she was just adding on to an existing building and adding a bathroom. Clerk Ransom was advised to communicate with Ms. Medina and remind her to turn in appropriate documentation for a building permit.
- C. 154 Cottonwood RV Parking Request-** Wanda “Wendy” Chanden was not present but wanted to ask permission to park and live in an RV in the yard while remodeling the cabin. The Commission stated that Ms. Chanden needed to make her request after she legally owns the property and submits all of the building permit documents, at which point, she can request a variance to park an RV and must notify all of her neighbors in writing.
- D. Building Permit Update-** Updating the application form for building permits was discussed and the need to add a section for remodeling. No action was taken.
- E. Adopt Building Code-** Attorney Farish discussed the UBC (Uniform Building Code) vs. the IBC (International Building Code) with the Commission. He stated that the Town could pick and choose specific sections to approve and advise the Board of Trustees to adopt. Clerk Ransom will send them all copies or the online link via email.

7. Old Business

- A. Zoning Regulations-** Low Density Residential zoning and livestock discussion was tabled until the September meeting.
- B. Definition of Dwelling-** Various definitions were discussed, and Attorney Farish read specific wording from the Code that stated that if someone lives in another dwelling on the same property then it has to be connected to the main residence’s utilities.
- C. Draft Minutes-Regular Board Meeting July 11, 2016**

8. Citizens’ Comments - There were comments made by Faith O’ Reilly and Vivia Lawson regarding possibly buying commercial property on East Galena Ave. for tiny house rentals, not as permanent long-term housing but for vacation rental cabins. The Commission answered zoning questions, and Attorney Farish advised the speakers to review P.U.D. (Planned Unit Developments) requirements as a possibility.

9. Adjourn - *Commissioner Goergen moved and Temporary Chair Danforth seconded to adjourn the meeting at 9: 00 pm. The vote of the Commissioners present was unanimously in favor and Temporary Chair Danforth declared the motion carried.*



Allyson Ransom, Town Clerk



Commissioner Karina Danforth, Temporary Chair