

**Town of Bayfield
Planning Commission Minutes
February 12, 2008**

Planning Commission Members Present: Robert Piccoli (Chairman), James Harrmann (Mayor), Joan Hanna, Pamela Smith, Niel Hieb, & Bill Miller

Planning Commission Members Absent: Bob McGraw

Staff Members Present: Justin Clifton (Town Manager), Joe Crain (Town Planner) Jack McGroder (Management Intern), & Marianne Jones (Deputy Town Clerk)

Media Present: Carole McWilliams - Pine River Times

The meeting was called to order @ 7:03 p.m.

Minutes: Pamela made a motion to approve the minutes of the January 8th, 2008 Planning Commission meeting as written. Bill seconded the motion. All were in favor, motion passed unanimously.

Public Input:

Brad Elder (1111 Camino Del Rio) stated that the Town has done a great job on snow removal.

Bill Miller stated that after Ron Saba (Director of Public Works) got the front-end loader, Ron was able to move more snow in 6 days than he had been able to accomplish in 6 weeks. Bill asked the Planning Commission to support the Town Board and the Town staff in getting the equipment he needs for snow removal. He also mentioned that the Town needs to get a piece of equipment that can clear the sidewalks.

Public input was then closed.

Action Agenda Item #1: Election of Officers – Chairman/Vice-Chairman

Joan Hanna volunteered to be chair person. Pamela seconded the nomination.

Niel nominated Robert Piccoli. There was no second, nomination failed.

All voted in favor of nominating Joan for chairperson, nomination passed unanimously.

Bill nominated Bob McGraw for Vice-Chairman. Pam seconded the nomination.

All were in favor, nomination passed unanimously.

**Action Agenda Item #2: Highway 160/Highway 160B/Shell Station Intersection
CDOT Access Permit**

Joe gave his staff report. He explained that the Town envisions a new intersection at the Highway 160/Highway 160B intersection (by the Shell Station). This intersection will connect the north & south residential and the commercial areas. This intersection will also allow access for the properties located north of Highway 160.

He explained that the Town has been attempting to establish Right of Way/Easements for the north Arterial Road that will feed the intersection from the north. An easement on the Bynum property has been obtained and Scott Fleming has indicated that he is willing to place an easement in escrow. It has been indicated that other property owners are willing to do the same.

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The landowners in this area have approached the Town to request being allowed to come up with a Master Plan for this area. Staff has indicated that they are willing to study the landowners conceptual Master Plan.

The landowners have been discussing land use, density, & regional approaches to circulation, water, sewer, drainage and park facilities. They are now ready to bring in preliminary land uses and densities. Within a couple of months, staff hopes to present the Master Plan for discussion and processes to incorporate it into the Bayfield Comprehensive Plan.

CDOT (Colorado Department of Transportation) has indicated that the Town must request the access permit. Staff feels that it is an appropriate time for the Town to file that request with CDOT and they have gotten the approval of the Town Board to go forward with the application. This process will require a traffic study to be done.

Robert stated that he has dealt with CDOT in the past and they require a full design at the time of the application.

Joe answered that CDOT will need a traffic study first before they require the full design. The reason for this is that a signalized intersection has to be warranted. The traffic study will be the first thing that CDOT reviews to decide if the traffic light is needed in that location.

Robert said that design plans for a project of this size are not cheap. He asked if the Town is looking into getting the intersection funded through the State Transportation plan or if it is going to be funded strictly by the developers.

Joe answered that the Town is looking at all parties involved to pay their reasonable share.

Justin explained that this particular intersection isn't in the 20 year CDOT transportation plan at this point. Therefore, it's not going to be done by CDOT for a very long time. The Town can get some CDOT funding assistance for this venture but the collective group of developers will be the primary funding source.

Bill asked if this intersection could cause the Commerce Drive intersection to be closed.

Joe answered that there are 4 criteria that would have to be met before the Commerce Drive intersection would be closed. Joe thinks that signal would actually improve the problem @ Commerce.

Pam said that she read through the access management plan developed by CDOT and the plan stated that an intersection at the Shell location would actually speed up the closing of Commerce.

Justin responded that version of the management plan was before the residents made their comments regarding the closure. After getting the public input, CDOT came up with the 4 criteria that would have to be met before closure.

Action Agenda Item #3: East Side Property Owners Master Plan
(Brad Elder, et al)

Joe gave his staff report. He stated that approximately two years ago, Brad Elder and Scott Fleming decided to get the eastside property owners together to create a master plan for that area of land. They decided to come up with a regional approach for circulation, water, sewer, drainage, parks and schools. This activity began just after the approval of the Comprehensive Plan Update in 2005. The Comp Plan only recognizes a few of the properties that are adjacent to the Town's eastern boundary. Many of these were designated agricultural use. Former Town Manager Brett Boyer and Joe met with these landowners and decided that if they came up with a regional approach to future development and their plan was rational, it would be submitted to the Town Board & Planning Commission as a possible addition to the Comprehensive Plan.

Joe stated that this approach is beneficial to the public because it helps with better planning & development practices. Generally, properties come in one at a time for development instead of with an overall property planning scheme.

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Joe also said that this master plan will be of assistance in completing a traffic study for the proposed Shell/160 intersection that will be required by CDOT.

Joe explained that the Planning Commission has the following options for proceeding with this proposal to amend the Bayfield Comprehensive Plan:

- Hold one or more work sessions
- Hold one or more Public Hearings
- Consider adopting and amending the Comprehensive Plan
- Consider adopting as a Sub-Area Plan, to the Comprehensive Plan

The floor was then given to Brad Elder.

Brad Elder (1111 Camino del Rio) said that several property owners have spent the last few years working on a master plan for the east side of Bayfield. He explained that they have finally been able to get feedback and a general consensus by everybody involved. The map included in the packet is a representation of what the owners are currently hoping for on their pieces of property. However, it is not known at this time how long it will take for this area to be totally built to conception. He explained that a lot of analysis has been completed on the Mankins, Byrd, Roe, & Fleming properties. The other properties are very conceptual at this time. There are a number of different land uses being proposed for the area. The lands that are directly adjacent to Highway 160 seem to be the most appropriate for commercial uses; however, the grades of some of these areas may make that proposal unfeasible. The areas located farther out in distance from the current Town limits would also have some additional restrictions that the closer properties would not. This is due to CDOT access, grading, topography, etc. Brad stated that he hopes that this effort will provide a schematic idea detailing alignments, drainage, parks, sewer, water and other general items.

Brad then gave detail on each property and the proposal for each.

Bynum: This property is 3 acres in size. In the past, an assisted living home was operated on this property; however, this operation is now closed. Jeff Bynum is trying to figure out what he's going to do with the property. Due to access & infrastructure issues, Jeff is at a stand still for the moment. However, once the intersection is constructed this property will be a key commercial area. At that point they would like to improve the property for full commercial use.

Peeples: This property is 19 acres in size. Paul Peeples would like to develop general commercial, retail & office space in this location. This property is already annexed into the Town. The Dollar Store looked at putting in a new store in this location; however, they did not want to proceed until the intersection is in place. Therefore, Paul is on board with the other property owners to participate in this joint effort. This property is an important link.

Fleming: This property is 40 acres in size. Scott Fleming has already been given preliminary approval for 20 single-family units. However, there are current negotiations between Mr. Fleming & the Bayfield School District regarding a possible trade. The School District would like to build either an elementary or an intermediate school at this location so they are negotiating to trade a piece of land that the School District owns for this piece of property. The biggest remaining factor is getting land use approval on the other piece of property. Having a school located on this property could be a great asset. It would be right next to the Middle School and it would reduce the number of residential lots on the market. There could also be a lot of recreational space in this location and it's possible to work those together with the Parks & Recreation department. This could help out with the park space requirement for the entire east side.

Byrd: This property is 43 acres in size. They are proposing general commercial, retail, office space, mixed use, and/or light industrial for this area. Due to the Highway 160 frontage that is provided to this property, they wish to maximize the amount of commercial. They envision having retail & general office type uses in the front area and

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then possibly have light industrial uses towards the back. They would really like to attract some light manufacturing companies that would be good job generators.

Southviews: This property is 78 acres in size. They are looking at a whole host of uses for this property. They are proposing mixed residential & attendant uses. They are looking at the following uses: single-family, duplex, four-plex, town-homes, rental housing such as apartments, elderly care (independent living, assisted & skilled care), child care (preschool, day care etc), neighborhood storage facilities, club house and/or local athletic facilities such as a fitness center, pool, etc. They are proposing higher density in the lower and middle areas and lower densities to the north and higher portion.

Roe: This property is 40 acres in size. It has already been through the Town process for 36 single-family lots. They are not proposing to change what has already been approved.

Goff: This property is 76 acres in size. They are proposing residential uses with the possibility of some commercial if it's appropriate. They are also hopeful that some of the wetlands on this property might be able to serve as passive open space.

Fields: This property is 70 acres in size. The owner doesn't have any current plans for the land. He would like to sell the property if possible. He currently has one interested party and they would like to go with more rural/suburban design standards for this area.

Martinez: This property is 40 acres in size. The property owners only want 2 single-family dwelling units on the property.

Vaughn: This property is 59 acres in size. The property owner is interested in creating 1 single-family dwelling unit per acre. He would like to have a suburban/rural interface in this location.

Horton: This property is 5 acres in size. The property owner is interested in creating 1 single-family dwelling unit per acre. He would like to have a suburban/rural interface in this location.

Gates: This property is 6 acres in size. They are interested in mixed commercial/residential use.

Baker: This property is 31 acres in size. The current owner of the property is not interested in development. Someone has an option on the property and Brad is trying to get a hold of that person to find out what their plans are for the land.

Swarts: This property is 10 acres in size. They are interested in mixed commercial/residential use.

Brad stated that the property owners are looking into a couple of different options for sanitation services. There is the possibility to do a lift station in the lower area or do a more central lift station across the highway.

It was asked about trails throughout the master plan.

Brad answered that he is still working on trails through the adjacent properties but they are documented in the Southviews conceptual plan.

Pam clarified that this proposal would add 4 properties to the comp plan.

Brad answered in the affirmative. He stated that it would be logical to bind the Town limits by Highway 160. It is more aesthetically pleasing and works together because these properties tie together so well.

Pam asked if only three parcels would change in the comp plan.

Brad answered that all the lots would change except the Martinez property.

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Pam noted that some of the properties butt up against commercial uses. Any of these that are proposing to put in residential units need to have some sort of transition between the residential & commercial.

Brad answered that he would note this and make sure that it is documented on the next proposal. He said that when they get to the drafting stage, they will be able to better describe where less intensive uses would be a good option. However, they do want to try and preserve the most economic potential as possible.

Brad also stated that there is some debate about whether or not there should be a residential buffer between commercial use & schools.

Pam asked if the Department of Wildlife has seen this plan.

Brad answered that they haven't seen it yet but he is going to be presenting it to them.

Joe explained that the Planning Commission needs to come up with some kind of recommendation on how to move forward with this concept. He suggested some study sessions so that the Planning Commission feels comfortable adopting the change into to the comp plan.

Brad responded that they are hoping to get feedback from both Boards on the proposal, have discussions regarding the intersection, figure out how to handle all of the big ticket infrastructure items, figure out fees, park space, open space, road impact fees, etc. Basically, they hope to find out all that is going to be involved so that the owners know what to expect when they develop.

Joe suggested formulating study sessions within a certain timeframe.

Justin indicated that the study sessions would help determine what items are going to be included in the regional scope of the entire project and what is going to be individual to each property. He suggested the need to have a master agreement plan with some parameters for the traffic study.

Joe said that the best thing would be to direct staff to initiate a study session process over the next three months to get this ready for public hearing.

Joan so moved.

Pam seconded the motion.

All were in favor, motion passed unanimously.

Action Agenda Item #4: Homestead Trails Letter to CDOT

Joe gave his staff report. He explained that the Developer of Homestead Trails Subdivision has engaged a Denver legal firm to investigate and determine the status of the policy adopted by the Transportation Commission. This firm has indicated the policy is just a policy. It is not law. Informal meetings with the CO AG's office indicate that the date placed into the policy has expired and that CDOT would probably remain neutral.

The Town Board agreed at the last meeting to write a letter of support to allow this process to be initiated at the state level with CDOT. La Plata County will be approached to write a similar letter. The Town has also formally adopted a Resolution indicating that the Town wishes to use this type of annexation.

There will be a reimbursement agreement for both the water line & the intersection money that is paid in by the developer.

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A short break was then called.

The meeting was called back to order @ 8:35 p.m.

Action Agenda Item #5: Economic Development Plan

Justin gave his update. This has been being talked about for quite some time. With Jack McGroder (the new management intern) on staff for the Town, they are hoping to get an economic development plan into place. Justin & Jack are putting together a citizen participation program to get the residents & stakeholders together to figure out what the priorities are for economic growth. They hope to get everyone in the same room and discuss the pros and cons of economic growth in Bayfield. The intention is to bring something to the Town Board at the next meeting with an ideal of what they hope to accomplish and come up with a plan to meet with the interested parties and how that is going to happen. He explained that he would love to get any input from the Planning Commission that they would like to give.

Joan mentioned that the Town of Bayfield lacks identification. She thinks that the Town needs to identify who they are. She doesn't feel that being identified as the bedroom community for Durango will help lead to economic growth. She suggested figuring out what the Town is to the public and what it's niche is in this area, then use that to move to promote growth.

Justin explained that is exactly the type of information that he hopes will come out of the economic forum.

Robert Piccoli mentioned that there are big changes (such as the new casino in Ignacio) happening that could affect Bayfield. Bayfield needs to be ready to embrace these changes.

Niel mentioned that this eastside development that is being proposed is definitely going to help move Bayfield into the right direction. This new development could give options for all sorts of new things. He mentioned that if the Town is going to draw the businesses needed for economic growth, there needs to be a location for them. He also suggested that the Town Board should ask the Downtown Business Association for a presentation about what they are doing to promote growth in the downtown area.

Action Agenda Item #6: Sewer Plant Update

Justin gave his staff report. He said that the plans & specifications have been submitted for the new sewer treatment plant. They have pretty much been approved with some minor changes. The loading permit has been transferred to the Town and they are waiting on a few dissolution documents that have been held up. The Town is still working on some access & easement issues but they still hope to break ground in May. The financing for the project is all lined and there are just a few more details that need to be ironed out. Everything is currently on schedule. The State has not issued any fines at this point.

Action Agenda Item #7: Oil & Gas Regulations

Justin gave his staff report. He explained that there is a need to write & adopt some oil & gas regulations. He has received approval from the Town Board to schedule a public meeting work shop. The Town will invite all stakeholders, including landowners, industry representatives & environmental advocacy groups to hear their concerns. This will allow the Board to hear what is liked and disliked about neighboring government's regulations and decide what would be the best regulations for Bayfield to adopt. The Town would then need to post the draft

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regulations for a period of time to allow for the collection of additional comments. Finally, a public hearing would be scheduled to adopt the regulations. Justin urged the Planning Commission to attend the meeting.

Action Agenda Item #8: New/Unfinished Business

Robert asked the status of the Joint Planning session.

Justin answered that they are trying to get it completed and they are very close. He is waiting on the County to set up the times and the meetings.

Bill Miller announced that he is resigning his position as Planning Commissioner. He explained that he would like to move onto something else.

The Planning Commission thanked him for his service as a commissioner.

The meeting was adjourned at 9:03 p.m.

Approved:

Robert Piccoli
Chairman

Marianne Jones
Deputy Town Clerk