

**Town of Bayfield  
Planning Commission Minutes  
May 10, 2016  
1199 Bayfield Parkway, Bayfield, CO 81122**

**Planning Commissioners Present:** Kalon Porter, Kelly Polites, Matt Salka (Mayor), Tish Nelson and Matt Nyberg.

**Staff Present:** Chris La May (Town Manager), Amy Witte (Administrative Assistant)

**Media Present:** None.

The meeting was called to order by Vice Chairman Kalon Porter at 7:00 p.m.

**Roll Call:** Five members were present.

**Pledge of Allegiance**

**Approval of Minutes:** Commissioner Nelson made a motion to approve the minutes of the April 12, 2016 meeting as presented. Mayor Salka seconded the motion. All were in favor; motion passed unanimously.

**Public Input:** none

**Action Agenda:**

**1. Recommendation for Lirot Inc., Annexation:**

Commissioner Nelson recused herself from the action agenda. Town Manager Chris La May stated that the board of trustees will make the decision on the annexation, but that the Land Use Code states the Planning Commission is to hold a public meeting and discuss the annexation and identify any issues or concerns and form a recommendation to the board. La May described the property as a 0.66 acre parcel being just north of Bayfield Realty on the West side of County Road 501. La May also mentioned that the information was sent out to the various agencies, the comments are as follows:

1) La Plata Electric Association

No comment on the project.

2) Upper Pine River Fire Protection District

No objections; however, when relocates project needs to be inspected for fire code Compliance.

2) Source Gas

No comments received.

4) Souder Miller & Associates

New connections, structures or other impacts related to development shall follow Town requirements and standards.

5) USA Communications

No comments received.

6) BP America

No comments received.

7) CenturyLink Communications

No comments received.

8) La Plata County - Engineering

Change in use will require analysis by professional engineer registered in State of Colorado to determine if turn lane warrants will be met with the proposed use. Change in use will require a driveway permit for each access onto County Road 501.

9) San Juan Basin Health

Questions remain regarding the useful life of the existing on-site wastewater treatment system installed under SJBHD permit number 2003-232. Abandonment and connection to the Town of Bayfield municipal sewer was recommended.

10) Bayfield Public Works

One undeliverable share of the Los Pinos Ditch is associated with property. Water share shall be conveyed to Town or fee in-lieu. Sewer is within 400 feet from property. Existing agreement with Dave Hardy for bore under CR 501 should be honored. Need to consult with Health Department regarding existing system. Sewer line is in County right-of-way, which might make it problematic. Traffic engineering should be completed as it relates to access and deceleration lanes, especially with potential school district annexation.

11) Bayfield Marshal's Office

No issues.

12) La Plata County – Planning

No comments received.

13) Colorado Department of Transportation

No comments received.

14) Stolfus & Associates

No comments received, but staff did consult with transportation engineer. They recommend limiting to one access point, and leave option available for future consolidation of access with property to the north.

15) Bayfield School District 10-Jt-R

No comments received.

16) FEI Engineers

No comments.

Town Manager Chris La May stated the Planning Commission shall consider the following criteria in its action on the Annexation:

A. The planned use of the area to be annexed is consistent with the adopted Comprehensive Plan, in harmony with the intent of the Town's land use districts and compatible with adjacent neighborhoods;

B. The open spaces have a workable program established for maintenance and upkeep;

C. The proposed annexation is necessary or desirable and will contribute to the general wellbeing of the community;

D. The proposed annexation will not be detrimental to health, safety or general welfare of persons residing within the corporate boundaries or injurious to property or improvements in the vicinity;

E. Any proposed roads in the annexation area are logical extensions of existing or planned for roads;

F. The extension of services is feasible and will be financed totally by the applicant; and that the applicant will post performance guarantees to assure the completion of public improvements;

G. Sufficient water rights associated with land areas proposed for annexation shall be dedicated to the Town, or acceptable alternative arrangements have been made;

H. Either the revenue or the public benefit to be gained from the Town's portion of increased tax base is acceptable given the increased cost of services provided;

I. The applicant shall pay all costs incurred by the Town for reviewing annexations proposals, including fees charged by consultants and specialists needed to address important issues.

Staff recommended the Planning Commission recommend approval of Annexation with the following conditions and recommendations:

- 1) Property shall be zoned Business (B).
- 2) Property owner shall extend or pay for a pro-rated share of the cost of extending a public water main to the property, when a public water main is located within one hundred feet (100') of the property, and pay appropriate water plant investment fees, then in effect at time of connection.
- 3) Property owner shall install a sanitary sewer manhole and extend an eight inch (8") sanitary sewer main in CR 501 right-of-way to manhole located in front of Lot 1, Hardy Subdivision within 180 days of annexation, and pay appropriate sewer plant investment fees, then in effect.
- 4) Property owner shall pay Dave and Linda Hardy a reimbursement fee for proportionate share of the cost to extend sanitary sewer to the east side of CR 501.
- 5) Property owner shall convey to the Town of Bayfield any and all shares of Los Pinos Ditch Water for uses on the property and pay the pro-rated share of cost to convert irrigation shares to municipal use or provide cash in-lieu of water right.
- 6) Property owner shall complete a traffic impact study for review and approval by the Town of Bayfield and La Plata County Engineering, and provide for any necessary improvements identified based on traffic impact study.
- 7) Property owner shall work cooperatively with the Town and/or La Plata County with the reconfiguration of the Sossaman Drive and CR 501 intersection and with adjacent property owner to the north for cross access easement if consolidated access is requested of the adjacent property owner in the future.
- 8) Property owner shall reimburse the Town actual costs incurred by the Town for preparations and review of the annexation process.

Town Manager Chris La May asked if the board had any questions and stated that the applicant was in attendance.

Eric Nelson, the applicants engineer spoke in favor of the annexation and that it would be a benefit to the Town and the applicant.

The applicant Toby Lirot said that the traffic study was already completed, but that La Plata County is requesting more detail. If a deceleration lane is required, it would be very costly. Mr. Lirot then stated the need to keep the existing two access points, with plans to make the main parking area directly across from Sossaman. The access to the south would become employee parking and for deliveries. The need for a detention pond takes up the space between the building and County Road 501. A possible third phase will include a drive up window on the south side and having the two access points would make that easier.

Vice Chairman Porter asked if there were any questions. Town Manager Chris La May asked if someone had already looked at the traffic study. Eric Nelson said that Jim Davis with La Plata County Engineering was looking at it and he should hear back soon. Chris then suggested that the long term plan, which includes proposed changes to the intersection impacted by proposed school development and on-site drive through service, be included in the traffic study in case of issues with the distance between access points. The south entrance being of most concern.

Mr. Lirot then stated that it wasn't in the immediate plans to have a drive-up window, but that it would be a great service to the community, if the volume was able to justify it. Town Manager Chris La May commented that he would rather see it in the report from the beginning rather than see it denied later. Mr. Lirot then stated that it was something that isn't a necessity, but an added service. Further if the accel/decel lanes are needed, they would be very costly to put in.

Commissioner Nyberg then asked why the need for a detention pond. Mr. Lirot said it was a question he asked as well. Town Manager Chris La May stated that the storm water facilities require update when the property change use, as the standards may not have been met before.

Commissioner Polites then asked Town Manager Chris La May when the land swap was to take place between the School and Amerigas. La May commented that he was not sure. Commissioner Polites stated that if the school district were to build out that way, some of the cost of the intersection could be absorbed there.

Mr. Lirot asked if County Road 501 would be the Towns jurisdiction. La May stated that once the Amerigas property is annexed, La Plata County would likely request the Town take over that section of road.

Mayor Salka then made a motion to approve the Lirot Inc., Annexation with the conditions 1-8 listed in the staff report. Commissioner Polites seconded the motion. Vice Chairman Porter asked for a roll call, all were in favor, motion pass unanimously.

### **New/Unfinished Business**

Vice Chairman Porter asked for any new or unfinished business. Town Manager Chris La May stated there may be an application for a subdivision at the next meeting. Potential applicant may request further subdivision of Dove Ranch lots and change of zoning from R20 to R10 to divide into smaller lots. The covenants in Dove Ranch bring challenge, as they don't allow for it, but the HOA dissolved and there might be question on if it's possible. La May continued to say he anticipated a commercial building in the business center seeking a conditional use. There is a public meeting at the library tomorrow night talking about revitalization of Mill Street and also

hosting events on Mill Street. La May continued to state that Russell Engineering has been hired to update the Comprehensive Plan and Land Use map that incorporates the water service area. Tomorrow there is a meeting with the branding consultant to view three options for the new brand initiative and logo, if one is picked that may be unveiled at the revitalization meeting tomorrow as well.

**Adjournment**

Vice Chairman Porter made a motion to adjourn the meeting, Commissioner Nyberg seconded the motion. The motion passed unanimously. Meeting was adjourned at 7:35 p.m.

**Approved:**

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Joe Mozgai, Chairman

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Amy Witte, Administrative Assistant