

**Town of Bayfield  
Planning Commission Minutes  
November 8<sup>th</sup>, 2012  
1199 Bayfield Parkway, Bayfield, CO 81122**

**Planning Commissioners Present:** James Sanders, Joe Mozgai, Dr. Rick Smith, Matt Nyberg, Marvin Seale, Pat Heyman, and Kalon Porter

**Staff Present:** Chris La May (Town Manager), Heather Poulton (Deputy Town Clerk)

**Media Present:** None

The meeting was called to order by James Sanders at 7:02 p.m.

**Minutes:** Matt Nyberg made a motion to approve the minutes from the October 9<sup>th</sup>, 2012 regular planning commission meeting as submitted. Marvin Seale seconded the motion. All were in favor and the motion passed unanimously.

**Public Input:** None.

**Public Hearing: Infrastructure Design Standards and Construction Specifications**

James Sanders opened the public hearing.

Chris La May gave the staff report. He stated the documents in front of the Board were engineering based and were prepared by the Town Engineer and reviewed by the Public Works Department, as well as himself.

Chris stated the construction specifications have been approved and adopted; however, some tweaking was done to ensure consistency with design standards. He said they were in the process of reviewing the ROW permitting process- there is some language that needed to be included as alternatives to trenching techniques for installing underground utilities.

The idea behind the standards is to create a playing field in which all developers are held to these standards so that there is consistency in infrastructure. There are also requirements that certain materials be used to protect the interest of the Town and town infrastructure. This will also benefit the private developer so that they can decide whether or not they want to move forward with a project based on the cost of implementing the standards and specifications.

La May stated that there were a couple of items for the Board to consider. One dealt with the record drawing and the requirement that the Town contract with a surveyor to survey particular items (i.e. water or sewer lines); and provide that information to the Town Engineer, who would prepare the record drawings for the as-built documents. The

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developer would be asked to reimburse the Town for the costs. La May stated that more communities were moving towards this, due to quality control.

Vice Chair Mozgai asked how far back the Town's as-builts went. La May informed that the best as-builts are for the Dove Ranch Subdivision. There are also as-builts for Mesa Meadows and some of the more recent subdivisions; the rest are a bit more sporadic. There are also others done in the '50's and '60's; however, they are a bit questionable because it is unknown if they truly represent what went into the ground.

La May suggested a third party do the as-builts or collect the data for the as-builts to ensure greater accuracy. He said there are some costs associated with this, which is an impact to the developer.

La May also discussed post-development drainage requirements. He said they used a minor storm event as a 5-year event. The storm water piping is sized to handle the 5-year event with that frequency, which equates to smaller piping than a 10-year event. The requirements for a detention pond, for a 5-year event, require a larger sized pond, which impacts the developable space on the property. With a larger subdivision, it would cost less to install smaller piping; however, they would have to forgo a larger acreage to provide for a detention pond.

Chari Sanders closed the public hearing.

**Action Agenda: Item #1**

Vice Chair Mozgai asked what the next step was.

La May said it would go to council for approval. He informed the planning commission that they would be making a recommendation to the Board of Trustees. In order to adopt these they are amending the Municipal and Land Use Code, which requires two public hearings; one before the Planning Commission and one before the Board of Trustees.

Mayor Smith said he was happy to see they were using a third party surveyor. He said it would be more expensive for the developer, but protect the Town and beneficial to have an independent party identifying exact locations of infrastructure rather than the contractor who placed the infrastructure in the ground.

Marvin Seal asked if there was an option to use either the 5-year event or the 10-year minor event.

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La May said they would be using the 5-year event. He said if you give them the option, there may be situations where someone upstream has to rely on what was installed downstream.

La May said the Town does provide for a variance, but when it comes to drainage, it's hard to change those requirements.

Mayor Smith said one of the problems is that they haven't had storm drainage requirements and there a lot of subdivisions s that don't even contemplate this. Thus when water runs, it runs everywhere. This is an attempt to catch up.

La May said that Durango is on a 10-year event, where as the Town would be on a 5-year event. He said it also depends on the size of the development.

Marvin said it might be more realistic to go to a 10-year event.

James Sanders asked if they could come back after 3-4 years to correct the 5-year event plan (change it to something else).

La May said after the infrastructure in installed, it would be very difficult to go back and change it. He said a 10-year event is probably more the industry standard.

Joe Mozgai asked what the hassle would be to change from a 5-year event to a 10-year event.

La May said this is referred to as the frequency of storm- frequency that a large storm is experienced (i.e. 100 year event). He said he didn't think they could legally go back and tell someone that has already developed that they need to upsize their infrastructure. He said it would probably create some issues down the road.

James Sanders asked if this was a recommendation.

Chris said it was.

James asked the Planning Commission members to vote.

Marvin Seal made a motion to recommend adoption of the Town of Bayfield Infrastructure Design Standards and Construction Specifications and amend the minor storm event to a 10-year event. Pat Heyman seconded the motion. All were in favor and the motion passed unanimously.

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**New/Unfinished Business**

Chris La May informed the Board an application was submitted for a use by review for a day care which will come before them at the next meeting.

Lee McCutchen still plans on moving forward with the assisted living facility and the Town is working with him to meet all the requirements.

AmeriGas is moving forward and still has some refinements to their plans.

Matt Nyberg asked about the berm and wanted to know if this is a suggestion or a requirement. La May stated it was a recommendation from the Upper Pine Fire District, but not a Fire Code requirement.

Joe Mozgai made a motion to adjourn. Kalon Porter seconded the motion. All were in favor. Meeting was adjourned at 8:03pm.

Minutes were approved as submitted on December 11, 2012.

Approved:

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James J. Sanders

Chairman

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Heather Poulton

Deputy Town Clerk