

**Town of Bayfield
Planning Commission Minutes
June 9, 2015
1199 Bayfield Parkway, Bayfield, CO 81122**

Planning Commissioners Present: Joe Mozgai (Chairman), Dr. Rick Smith (Mayor), Isaac Fleener, Kalon Porter, Kelly Polites and Tish Nelson.

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

Media Present: None.

The meeting was called to order by Chairman Joe Mozgai at 7:00 p.m.

Roll Call: 6 members were present, Trustee Matt Nyberg was absent.

Pledge of Allegiance.

Approval of Minutes: Commissioner Polites made a motion to approve the minutes of the April 14, 2015 meeting as presented. Vice Chairman Porter seconded the motion. All were in favor; motion passed unanimously.

Public Input: None.

Public Hearing:

1. Use By Review Sun Linen Services Commercial Laundry – 457 Wolverine Dr.

Chairman Mozgai opened the public hearing.

Town Manager Chris La May presented the staff report for 457 Wolverine Drive (Lot 15, Bayfield Center Subdivision). La May informed the Commission that the property is zoned Business. The property is owned by the Michael and Ginger Pacha Trust. Applicant is Sun Linen Service, LLC. The applicant is seeking permission to utilize the property at 457 Wolverine Dr. for bulk commercial laundry service. The Business zone district allows light industrial uses, other than lumberyards, electricians and plumbers, as a use subject to review. Application for Use by Review was filed and fees paid May 14, 2015. Application and Site Plan were sent to referral agencies on May 26, 2015. Plans were sent to the following referral agencies: La Plata Electric Association, Upper Pine Fire Protection District, Town Engineer (Souder, Miller & Associates), Bayfield Public Works, and Bayfield Building Inspector.

Property owner provided certified mailing receipts verifying that property owners within 200 feet of the property were notified of the Use by Review request and public hearing. Application appears to be in conformance with applicable sections of the Town's Master Plan including a mix of businesses and residences, ensure adequate spectrum of commercially zoned land and partner with local business development groups to actively recruit new business to the community.

The property is unique in that there are two structures on the property, a restaurant and a warehouse.

Sales tax would not be generated but property tax may increase slightly.

The property currently has a ¾ inch water tap and to meet the ultimate demand of the use it would likely need a 1-1/2 inch water tap. Plant investment fees are based on the size of the water tap. Staff is working with the property owner in regards to the initial startup, as they would not need the 1-½ inch water tap, but rather a one inch (1") water tap. When the tap is made at the street cut it would be 1-½ inch supply, which would be downsized to an inch water tap. The Town will assess a plant investment fee for the inch tap initially, but when the demand requires the 1-½ inch water service, a new meter would be installed and the incremental fees paid at that time. The property will also need to comply with the State of Colorado Primary Drinking Water Regulations and have a backflow prevention device installed. The Property has a sampling manhole onsite, which is in accordance with the Town of Bayfield Infrastructure Design Standards.

The property currently is assigned 6.875 Equivalent Residential Taps (ERT's). The initial purchase of the ERT's for the property included 5.125 ERT for the Restaurant and 1.75 ERT for the Warehouse. The 6.875 ERT's would suffice for the commercial laundry, but if a restaurant is operational, the Town would need to review and have additional ERT's assigned and paid. A lint trap would need to be installed. There is adequate parking and there are no storm water requirements, as the project is not changing the imperviousness of the site.

The Planning Commission is asked to consider the application the staff report and any materials and public testimony provided at the public hearing and is asked to consider the following criteria in their decision:

1) Are the offsite impacts of the use either consistent with the character of the land use district or adequately mitigated? 2) Will the use as proposed comply with the requirements, intents and purposes of Bayfield's Codes, policies and comprehensive plan? 3) Is the proposed use consistent with the scope and intent of the property's land use district category as described in Section 5-3 of the Land Use Code?

The Planning Commission shall by motion recommend approval, conditional approval or denial, including the conditions of conditional approval or the reasons for denial.

Town Manager Chris La May continued recommending approval of the Use by Review of Lot 15 Bayfield Center Subdivision for bulk commercial laundry service business, with the following conditions: installation of an appropriate water backflow prevention device in accordance with Section 15-98 of the Bayfield Municipal Code, approved and inspected by the Town Public Works Director; installation of lint traps on drain lines, approved and inspected by the Town Public Works Director; payment of an initial \$11,750 Water Plant Investment Fee (PIF) for new one inch (1") water tap and payment of incremental PIF when use warrants installation of a one and one-half inch (1-1/2") water meter; compliance with the Town of

Bayfield Building and Fire Codes; and instruct staff to prepare a Findings, Facts, Conclusion and Order consistent with the Planning Commissions Motion for signature by the Chair.

Chairman Mozgai asked the applicant to identify himself and provide address. Edin Ramos who lives in the Homestead Trails Subdivision spoke on behalf of Sun Linen Services stating that the previous location (777 Orchard Drive) for which they were approved did not make a good business case for them to locate and they found another location at 457 Wolverine which is more reasonable.

Chairman Mozgai asked for public comment.

Ron Dunavant, President, First National Bank of Durango, Bayfield Branch spoke in support of Sun Linen Services and the location. He suggested they would be good neighbors and that he has a good relationship with them and believes it would be healthy growth for the community.

Tom Kaufman on behalf of the Upper Pine Fire Department spoke in support of the new business. He stated that they had met all the building and fire code requirements, as of this date. New businesses are good for the community and the Fire Department is in support of them moving in to occupy the building.

Chairman Mozgai asked for any other comment. Hearing none, he closed the public hearing.

Action Agenda

1. Consideration of Approval of Use By Review Sun Linen Services Commercial Laundry – 457 Wolverine Dr.

Chairman Mozgai reopened the regular meeting for commissioner's comments and/or recommendations. Chairman Mozgai verified with the applicant the number of employees at start up and the potential for more employees as they grew. Edin Ramos stated that his vision was the same. Chairman Mozgai also wanted to know if the restaurant was part of the building they were going to occupy. Mr. Ramos stated that it was just the warehouse not the restaurant.

Chairman Mozgai then asked for a motion. Mayor Smith made a motion to approve the Use by Review of Lot 15 Bayfield Center Subdivision for bulk commercial laundry service business, with the following conditions:

1. Installation of an appropriate water backflow prevention device in accordance with Section 15-98 of the Bayfield Municipal Code, approved and inspected by the Town Public Works Director.
2. Installation of lint traps on drain lines, approved and inspected by the Town Public Works Director.

3. Payment of an initial \$11,750 Water Plant Investment Fee (PIF) for new one inch (1”) water tap and payment of incremental PIF when use warrants installation of a one and one-half inch (1-1/2”) water meter.

4. Compliance with the Town of Bayfield Building and Fire Codes.

5. Staff prepare a Findings, Facts, Conclusion and Order consistent with the Planning Commissions Motion for signature by Chair.

Commissioner Fleener seconded the motion. Chairman Mozgai asked for a roll call, all voted in favor; motion passed unanimously.

2. Discussion – Town of Bayfield, Wastewater System Collection Analysis, May 2015.

Town Manager Chris La May gave a power point presentation on the Wastewater System Collection Analysis prepared by the Town Engineer Bren Adams with Souder Miller and Associates. La May informed the Planning Commission that he would return with a resolution at the next meeting for formal adoption as a component of the Town’s Comprehensive Plan.

New/Unfinished Business

Chairman Mozgai asked if there was any new or unfinished business. Town Manager Chris La May stated that there was a joint Board/Planning Commission workshop and that next Thursday the Board of Trustees will meet with the County Commissioners and talk about the goals and joint land use planning.

Commissioner Nelson asked how the Town would be affected by the airport and whether they have reached out to the surrounding communities for financial assistance. Manager La May stated that so far they have not reached out to the Town.

Chairman Mozgai asked for any new developments in the Town. Manager La May stated that other than finding a location for Sun Linen Services, Re Deau Furnishings has moved in next to the Grocery Store, which brings a different kind of retail to the area. The Board of Trustees approved the Porter Annexation, which grew the Town by two (2) acres. Building activity has increased.

Commissioner Fleener asked where we were at with the sales tax. Manager La May stated that plans are to place on the ballot in November.

Adjournment

Chairman Mozgai asked for a motion to adjourn the meeting. Commissioner Polites made a motion to adjourn the meeting. Vice Chairman Porter seconded the motion. The motion passed unanimously. Meeting was adjourned at 8:00 p.m.

Approved:

Joe Mozgai, Chairman

Amy Witte, Administrative Assistant