

## ROUTT COUNTY PLANNING COMMISSION

### FINAL MINUTES

**JANUARY 21, 2021**

The regular meeting of the Routt County Planning Commission was called to order at 6:00 p.m. with the following members present: Chairman Steve Warnke and Commissioners Troy Brookshire, Billy Mitzelfeld, Greg Jaeger, Andrew Benjamin, Roberta Marshall, and Linda Miller. Peter Flint and Bill Norris were absent. Planning Director Kristy Winser and staff planner Chris Brookshire also attended. Sarah Katherman prepared the minutes.

#### **PUBLIC COMMENT**

There was no public comment.

#### **SUNSHINE LAW RESOLUTION**

Chairman Warnke reviewed the Sunshine Law Resolution in accordance with C.R.S. § 24-6-402 and specified the locations of postings for notices of meetings of the Routt County Planning Commission.

#### **MOTION**

Commissioner Marshall moved to approve the Sunshine Law Resolution for 2021 as presented. Commissioner Miller seconded the motion. **The motion carried 7 - 0, with the Chair voting yes .**

#### **MINUTES - December 17, 2020**

Commissioner Miller moved to approve the minutes of the December 17, 2020 Routt County Planning Commission meeting, as written. Commissioner seconded Marshall the motion. **The motion carried 7 - 0.**

#### **CONSENT AGENDA**

##### **MOTION**

Commissioner Marshall moved to table items PL-20-187, PL-20-188, and PL-20-189 (Turek Lot Consolidation) to the February 4, 2021 Planning Commission meeting. Commissioner Miller seconded the motion. **The motion carried 7 - 0, with the Chair voting yes.**

**ACTIVITY: PL-20-184**

**PETITIONER: Vista Verde**

**PETITION: Amendment of Special Use Permit**

**LOCATION: Seedhouse Road**

##### **MOTION**

Commissioner Miller moved to table item PL-20-184 to the February 4, 2021 Planning Commission meeting. Commissioner Brookshire seconded the motion. **The motion carried 7 - 0, with the Chair voting yes.**

**ADMINISTRATOR'S REPORT**

Chairman Warnke reviewed that at the last meeting Commission Brookshire had volunteered to represent the Planning Commission on the APCC, and asked for another volunteer to take over for Commissioner Benjamin. Commission Marshall agreed to be the second representative to the APCC.

Ms. Winser stated that the County is considering moving forward with the update to the Master Plan that had been put on hold last March due to the COVID-19 pandemic. She reviewed that Phase I, the preliminary community outreach to determine the scope of the update, had been completed. She said that 14 community meetings had been held and that 922 survey responses had been received. Regarding staffing capacity concerns, Ms. Winser stated that an additional FTE for a Planner Tech position had been approved by the BCC. In addition, the Planning Department will be able to relieve work load pressure on the staff by utilizing Safebuild, with which the County has a contract for on-call assistance.

Ms. Winser recommended moving forward with the update of the Master Plan, and then collaborating with the City on an update of the Steamboat Springs Area Community Plan (SSACP), which is a sub-plan of the Master Plan. She reviewed the revised proposed timeline for the Master Plan update, which would include a joint meeting with the BCC in March, the hiring of a consultant in late May or early June, and the completion of a draft plan by next fall/winter. The completed plan would then be reviewed and refined as necessary, with final adoption expected in May of 2022. Ms. Winser noted that this schedule would work well the City's schedule for updating the SSACP beginning in the spring/summer of 2022.

Ms. Winser reviewed the report on the preliminary community outreach, highlighting the demographics of the participants and the priorities revealed in the responses. She noted that there was nothing in the responses that is contradicted by the existing Master Plan. She also called attention to the issues of housing and transportation, but noted the emphasis on preservation and maintaining the rural character.

Chairman Warnke expressed support for the revised timetable, and agreed that an update rather than a re-write was needed. Commissioner Brookshire suggested that the Planning Commission include a worksession on an upcoming agenda to re-engage in the process prior to bringing on a consultant. He stated his support for updating the Master Plan and not pursuing a Comprehensive Plan for the County. There was discussion of the importance of Planning Commission and the BCC working in concert on the update. Commissioner Marshall stated that the County needs to ensure that adequate infrastructure and resources are in place to support what is in the Master Plan. Commissioner Jaeger offered that the Planning Commission and not the consultant needs to drive the update process.

**The meeting was adjourned at 7:30 p.m.**