

Town of Mancos
Planning & Zoning Commission Meeting
February 15, 2017

- A. **Call to Order**-Vice Chairperson Roberts called the meeting to order at 7:00 p.m.
- B. **Roll Call**: present-Regina Roberts, John L. Cox, Leslie Feast, Perry D. Lewis, Mayor Queenie Barz, Trustee Ed Hallam, Town Administrator Andrea Phillips, Deputy Clerk Georgette Welage
Absent: John Bolton
- C. **Approval of the Agenda**: Perry D. Lewis made the motion to approve the agenda removing Discussion Item #1 School District Campus Plans. Superintendent Hanson asked for this to be delayed until the March 2017 meeting. John L. Cox seconded the motion. Motion carried.
- D. **Approval of the minutes of December 21, 2016**. Leslie Feast made the motion to approve the minutes of December 21, 2016 as written. Perry D. Lewis seconded the motion. Motion carried.
- E. **Audience Business**
Ben Wolcott, 12301 Rd 44, Mancos spoke representing the Mancos Valley Historic Society. They recently signed a ten year lease with the Fire Dept. to open a museum in the two east bays of the old fire department building, 135 Bauer Ave. Mr. Wolcott asked if the P&Z Commission had any concerns or issues the MVHS needed to address. It has been estimated that \$57,500 needs to be in place prior to opening the museum. A separate ledger will be kept to track all contributions. If the museum fails to open, all donations will be returned. Members of P&Z are in favor of a local museum.
- F. **Announcements**
None
- G. **Old Business**
1. ADU Ordinance and Next Steps
- P&Z reviewed the latest version of Ordinance 725 Series 2017-An Ordinance Making Certain Amendments to the Land Use Code of the Town of Mancos Concerning Accessory Apartment and Accessory Dwelling Units within Town Limits of the Town of Mancos, Colorado
- A joint workshop was held with the P&Z Commission and Board of Trustees on February 1st. Proposed changes include:

- Keep fee schedule for existing units the same for water and sewer PIF but reduce the street impact fee. The ITE-Institute of Transportation Engineers-has not released data for ADUs on trip generation. Based on research on other communities, an impact fee of half of what a SF unit is charged appears reasonable.
- Keep monthly minimum charge for utility rates for ADU
- Remove administrative waivers for existing units that do not meet new code provisions. These would be considered non-conforming illegal uses and would need to get approval through a special exception process. This process is being augmented to allow for one-time waivers for area, height, setback, lot coverage and other land use code violations. Design standards and parking requirements would not be eligible for a waiver.

Planning & Zoning comments:

Current ADUs would go through the special exception process to address setbacks, minimum size and lot size. Parking and design should not be given special exception. No fees waived for existing ADUs. Existing ADUs would be given 120 days to start the application process. We could have notices on utility bills, web site, face book and newspaper.

Short term rentals (less than 30 days) Chapter 6 of the Mancos Municipal Code shall apply, town business license shall be required as well as payment of all applicable fees and taxes.

John L. Cox made the motion to approve Ordinance 725 Series 2017. Leslie Feast seconded the motion. The Ordinance will be forwarded to the Board of Trustees. Motion Carried. Public Hearings will be held before P&Z and the Board of Trustees in the future.

H. Action Items

None

I. Discussion Items

1. Special Use Permits Information

Special Use Permits may be granted for land use specified as “S” in the Mancos Municipal Code. Table 16-1 Schedule of Use Regulations is spelled out in the text of land uses permitted within each zoning district. Upon approval, the BOT and P&Z may place conditions upon the special use to ensure compatibility with surrounding land uses.

P&Z requested this information at a prior meeting to determine if adjustment to the language in the Mancos Municipal Code are necessary to clarify their purposes. Should there be procedures to revoke a special use permit if conditions placed upon the use are not met? Should there be a time limit to develop the use as approved before it is no longer valid? Language should be added to clarify that the use runs with the land for the

specific use only and the terms and conditions under which a new owner must comply with the terms of the special use permit. Should there be an expiration/renewal process?

Comments by P&Z members:

The City of Golden, Colorado excerpt printed as “sample language from other communities” will be brought back to the March meeting of P&Z for review. Some code violations may be addressed under the nuisance code.

It was suggested that small changes be made at first.

Town Administrator Phillips will work with the attorney and bring suggestions to the next meeting.

2. Update to 2015 Building Codes

Feedback from the P&Z Commission needed. Recommend to the BOT moving forward with adoption of 2015 codes. If the Board directs staff to move forward, public hearings will need to be scheduled before each body prior to adoption. The town is currently on the 2006 IBC. Building Inspector, Holly Rankin, recommends the change to 2015 IBC. She said it is easier to use and understand.

We should study the nuisance code already in place and compare it to the International Property Maintenance Code (2015)

In the past the town has not adopted the fire code. Mancos has a volunteer fire department but we could contract with Cortez for inspections. The code would apply to Public and Commercial zoned property not Single Family Residential

The town could adopt the 2015 codes by reference.

Holly will bring suggested changes to the next meeting.

3. Project Updates-FYI

Request to vacate portion of 2nd street-Possible future meeting P&Z

Riverwood RV Park in process.

Alpacka Rafts plan to begin move in March/April.

Special Use permit dog daycare 233 Park St (conditional state approval)

Final plat received and under review Creekside Phase II-8 homes

Final plat recorded Paquin-Albert subdivision & rezone

Remodeling and minor projects around town (ongoing).

J. Items for March 15, 2017 Agenda

School District Campus Plans

Special Use Draft Ordinance

IBC

K. Adjournment

Meeting adjourned 8:20 p.m.



Vice Chairperson Regina Roberts



Deputy Clerk Georgette Welage