

**TOWN OF MANCOS  
PLANNING AND ZONING COMMISSION MEETING  
July 21, 2021  
7:00 p.m.**

**Agenda**

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of the minutes of June 16, 2021
- F. Audience Business
- G. Announcements
- H. Discussion and Action Items
  - 1. Public Hearing: 479 Bauer Ave. Special Use Permit for The Nest Preschool
  - 2. Visioning Discussion
- I. *Items for August 18, 2021 Agenda*
  - *Source Water Protection Plan Enforcement Language*
- J. Adjournment

Town of Mancos  
Planning & Zoning Commission Meeting  
June 16, 2021

A. **Call to Order:** Chairman Brind'Amour called the meeting to order at 7:00 p.m.

**B. Pledge of Allegiance**

C. **Roll Call:** present-Peter Brind'Amour, Perry D. Lewis, Catherine Seibert, alternate Carol Stout, Alternate Ann Coker, Mayor Queenie Barz, Trustee Betsy Harrison, Town Administrator Heather Alvarez, Deputy Clerk Georgette Welage

D. **Approval of the Agenda:** Perry D. Lewis made the motion to approve the agenda as written. Catherine Seibert seconded the motion. Motion carried.

E. **Approval of the minutes** of May 19, 2021: Catharine Seibert made the motion to approve the minutes of May 19, 2021, as amended. Perry D. Lewis seconded the motion. Motion carried.

F. **Audience Business:**  
None

**G. Announcements:**

Signs will be placed around the new main street bridge construction site requesting the public stay out of the work zone. Additional staff has been added to the Public Works Department and Law Enforcement.

**H. Discussion & Action Items:**

1. **One Mile Plan Review**

The One Mile Plan was reviewed with the changes suggested by the P&Z Commission at the May 2021 meeting. The Town Attorney has reviewed the suggested changes. Perry D. Lewis made the motion to send the One Mile Plan to the

Board of Trustees for review and approval. Catherine Seibert seconded the motion. Motion carried.

2. Three Mile Plan Review

The Three Mile Plan was reviewed with changes suggested by the P&Z Commission at the May 2021 meeting. Perry D. Lewis made the motion to send the Three Mile Plan to the Board of Trustees with approved changes. Catherine Seibert seconded the motion. Motion carried.

3. Resolution TBD Series 2021: Fee In Lieu of Dedicated Land

Adjustment of Cash in Lieu Fee-Fair Market Value

Chapter 16 Article 14 Division 4 requires the developer of a subdivision dedicate at least ten percent (10 %) of land within a subdivision to the Town, or other entity, as determined by the Board of Trustees, to be used for parks and recreation, open space, school sites, municipal facilities or cash in lieu of such dedication. The cash in lieu fee amount is to be reviewed on an annual basis. The fee reflects the estimated current fair market value for unimproved “raw” land adjacent to town. This was currently set at \$10,000 per acre in 2016 and has remained unchanged since then.

After discussion, considering the increase in property values recently, the Commission felt the Cash in Lieu Fee should be in the \$20,000 to \$25,000 range.

Catherine Seibert made the recommendation to the Board of Trustees that Per Acre Cash in Lieu Fee for Dedicated Land be increased to \$20,000 - \$25,000 range per acre Perry D. Lewis seconded the motion. Motion carried.

I. Items for July 21, 2021 Agenda

Source Water Protection Plan Enforcement Language

Planning Commission visioning discussion

J. Adjournment

8:10 p.m.

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Peter Brind'Amour, Chairman

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Georgette Welage, Deputy Clerk

# ***STAFF REPORT***

To: Members of the Planning and Zoning Commission  
From: Heather Alvarez, Town Administrator  
Date: July 21, 2021  
Re: Public Hearing: 479 Bauer Ave. Special Use Permit for The Nest Preschool

## **Recommendation**

After public hearing, recommend approval of the special use permit for The Nest Preschool at 479 Bauer Ave. to the Board of Trustees

## **Background/Discussion**

Attached is information from Genevieve Vannest regarding a special use permit for 479 Bauer Ave. She will be purchasing this building and would like to utilize it for a preschool. She has submitted parking and noise mitigation information.

This usage is allowed in this zone with a special use permit. After discussion, the recommendation of the Planning Commission will be forwarded to the Board of Trustees for review and final approval.

If final approval is offered by the Board, staff will work with the applicant on the building permit process.

## **Resource Impact**

TBD

## **Attachments**

Special Use Permit Application  
Supporting Documentation



**For Internal Purposes Only (Initial)**  
 Approved: \_\_\_\_\_  
 Approved with Conditions: \_\_\_\_\_  
 Denied: \_\_\_\_\_  
 Filing Fee paid: \_\_\_\_\_

**Application for Special Use Permit:**

Per Mancos Municipal Code, Sec. 16-20-80 A special use is a use that may or may not be appropriate in a given location depending upon the circumstances and the conditions imposed upon the approval of the use. Conditions shall be designed to reasonably mitigate adverse impacts of the use upon surrounding properties. Special use permits may be approved for the uses indicated in the use regulations of the zoning district of the property for which the special use permit is requested. Any change or expansion of a special use shall require a new special use permit, pursuant to the terms of this Section through Section 16-20-150 below. Uses existing on the effective date of the Initial ordinance codified herein that are allowed as a special use shall be deemed to already have received a special use permit, except that any expansion or change in such uses shall require a new special use permit. (Prior LUC 6.10)

To request a special use permit, fill out the information below and include **six (6) copies** of the site plan or drawings, plus a special exception fee of **\$325.00**. **Projects in the Highway Business District and Commercial District must be reviewed and approved by the Design Review Board.**

**Personal Information**

Full Name: Vannest Genevieve R  
Last First M.I.  
 Address: 9370 Rd 35 Mancos, CO  
Street Address Apartment/Unit # City/State  
 Home Phone: 970-258-2547 Alt. Phone: \_\_\_\_\_

**Property Information**

Property Address: 451 Bauer Ave Mancos, CO  
(if different) Street Address Apartment/Unit # City/State  
 Property Type:  Single-Family Residential  Duplex  Multi-Family Unit  Commercial  Other  
 Property Status:  New construction  Remodel/addition  
 Zoning District:  Single-Family Residential  Commercial  Highway Business District  Light Industrial  
 Agricultural  Mixed Residential  Multi-family Residential

**Type of Special Use Requested (Please use the space below or attach another sheet to further describe the situation and what you are seeking to use the property for). Photographs and other information may be attached as well. Describe any impacts that the proposed special land use will have on neighboring properties. Describe how you will meet the compatibility standards required.**

I Genevieve Vannest swear that the information included herein is accurate, to the best of my estimation. I understand that no application shall be considered complete, and shall not be reviewed, until the application is complete, the review fee is paid in full (if applicable), and public hearing notice requirements (if applicable) have been fulfilled. The Zoning Administrator, Planning and Zoning Commission, Building Inspector or the Board of Trustees may deny my request for minor special exception, approve the request, or approve it with conditions.

Genevieve Vannest  
 Signature Date 6/2/21

# The Nest Preschool Special Use Request

Address: 451 Baeur Avenue

Contact Person: Genevieve Vannest, Director

Contact Phone: 970-258-2547

## Negative Impacts:

- Parking
  - Have a 30 minute pickup/drop-off window to prevent too much traffic at once.
  - Limit parking on Bauer Ave to 15 minutes (drop-off/pick-up)
  - Add diagonal parking in front (on Bauer) and on the side (on Oak St) in order to accommodate all school parking needs so families won't park in neighbor's driveways.
  - Include parking guidelines in the school's family handbook.
- Noise/Privacy
  - Add a taller privacy fence along all four sides of the outdoor area to reduce noise and increase privacy.
  - Fences will be installed within 12 months of operation.
  - Plan to add an "Old English White Vinyl Privacy Fence" that will reduce noise, add privacy for the neighbors and the school and still be esthetically pleasing.

*(See attached photos for more details)*

## Positive Impacts:

- Much needed year round full day childcare for the Mancos Valley community
  - We will be offering care 7:30-4:30 Mon-Thu, year-round for children 1-6 years old.
  - The school will be participating in the Colorado Childcare Assistance Program in order to accommodate children of lower income families.
- Repurposing vacant building
  - The Diocese of Colorado who own the building have approved the purchase of the vacant church building for this purpose.
- Snow removal of public sidewalk in front of and beside building.

# Parking Plan

1. Have a 30 minute pickup/drop-off window to prevent too much traffic at once.
2. Limit parking on Bauer Ave to 15 minutes (drop-off/pick-up)
3. Add diagonal parking in front (on Bauer) and on the side (on Oak St) in order to accommodate all school parking needs so families won't park in neighbor's driveways.
4. Include parking guidelines in the school's family handbook.



**Add diagonal parking  
on Bauer Ave  
(15 min drop-ff/pick-up  
parking)**



**Add diagonal  
parking on Oak St**



# Noise/Privacy

1. Add a taller privacy fence along all four sides of the outdoor area to reduce noise and increase privacy.
2. Fences will be installed within 12 months of operation.



## Old English White Privacy Fence



**Installed along  
sidewalk, alley  
and neighboring  
property line.**





**The Journal**  
**#8 West Main**  
**Cortez, CO 81321**

**06/28/21**

Mailing Address: P.O. Drawer A, Durango, CO 81302

Phone:(970) 565-8527 Fax:(970) 565-8532 Email:classifieds@the-journal.com

Account: <b>105966</b>	Date: <b>06/28/21</b>
Client:	Ad Date: <b>06/30/21</b>
	Class: <b>Private l.egals</b>
	Ad ID: <b>340895</b>
Company: <b>Town of Mancos</b>	Ad Taker: <b>TDESROSIER</b>
Address: <b>PO Box 487</b>	Sales Person: <b>C10</b>
<b>Mancos, CO 81328</b>	Words: <b>160</b>
	Lines: <b>41</b>
	Agate Lines: <b>59</b>
Telephone: <b>(970) 533-7725</b>	Depth: <b>4.278</b>
Description: <b>340895 Public Notice NOTICE of PUBLI</b>	Inserts: <b>2</b>
	Blind Box:

Other Charges:	<b>\$2.00</b>	Gross:	<b>\$83.07</b>
Discount:	<b>\$0.00</b>		
Surcharge:	<b>\$0.00</b>	Paid Amount:	<b>- \$0.00</b>
Credits:	<b>\$0.00</b>		
Bill Depth:	<b>4.278</b>	Amount Due:	<b>\$83.07</b>

<b>Payments</b>

Publication	Start	Stop	Inserts	Cost
Cortez Journal	06/30/21	06/30/21	1	\$83.07
Online TJ	06/30/21	06/30/21	1	\$0.00

Ad Note:

Customer Note:

*We Appreciate Your Business!*  
*-Thank You !-*

**340895 Public Notice**  
**NOTICE of PUBLIC HEARING**

**Before the**  
**Town of Mancos**  
**Planning & Zoning**  
**Commission**

Notice is hereby given that on July 21, 2021 at 7:00 p.m., or as soon as possible thereafter, in Mancos Town Hall, 117 N. Main, Mancos, Colorado, or at such other place and time as the hearing may adjourn to, a Public Hearing will be held for:

Special Use Permit at 479 Bauer Ave. for the purposes of establishing The Nest Preschool at this location

Additional information is available from Mancos Town Hall and available to the public for inspection. For questions or comments, please contact Town Hall, 117 N. Main, Mancos, CO. All interested parties are encouraged to attend or mail in comments to The Town of Mancos, P.O. Box 487, Mancos, CO 81328. The Town will be accepting comments up to the date and time of the public hearing.

Published in The Journal June 30 by order of Heather Alvarez, Town Administrator

# ***STAFF REPORT***

To: Members of the Planning and Zoning Commission  
From: Heather Alvarez, Town Administrator  
Date: July 21, 2021  
Re: Visioning Discussion

## **Recommendation**

None – Planning Commission Discussion

## **Background/Discussion**

At the June 2021 Planning Commission meeting, this topic came up during the one and three mile plan discussions. It has been added to the July 2021 agenda to give public notice and allow for any public comment or participation.

## **Resource Impact**

None

## **Attachments**

None