

**TOWN OF MANCOS
PLANNING AND ZONING COMMISSION MEETING
August 17, 2022
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 15, 2022
- F. Audience Business
- G. Announcements
- H. Discussion and Action Items
 - Jason Armstrong Resignation
 - Appoint Chair and Vice Chair
- I. *Items for September 21, 2022 Agenda*
 - *TBD*
- J. Adjournment

Town of Mancos
Planning & Zoning Commission
June 15, 2022

A. Call to Order: Chairman Peter Brind'Amour called the meeting to order at 7:04 p.m.

B. Pledge of Allegiance

C. Roll Call: present-Peter Brind'Amour, Catherine Seibert, Carol Stout, Alternate Ann Coker, Town Administrator Heather Alvarez, and Town Clerk/Treasurer Jamie Higgins.

Absent: Alternate Jason Armstrong

D. Approval of the Agenda: Carol Stout made the motion to approve the Agenda for 6/15/2022. Catherine Seibert seconded the motion. Motion carried.

E. Approval of the minutes of February 16, 2022: Catherine Seibert made the motion to approve the minutes of 4/20/22. Carol Stout seconded the motion. Motion carried.

F. Audience Business: none

G. Announcements:

Town Administrator Heather Alvarez informed the Commission about Burrow Fest coming up.

H. Discussion and Action Items

1. Minor Subdivision - 217 S. Mesa. Carol Stout made a motion to approve the minor subdivision at 217 South Mesa St., Mancos CO. Catherine Seibert seconds the motion. Motion carries.

2. Mancos Schools Boundary Adjustments. Catherine Seibert made a motion to recommend approval of the boundary adjustments for the Mancos School District to the Board of Trustees, with the addition of Tim and Jerry Travino added to the signature. Carol Stout seconds the motion. Motion carries.

I. *Items for July 20, 2022 Agenda*

None - Meeting Cancelled

Adjournment: 7:20 p.m.

Peter Brind'Amour, Chairman

Jamie Higgins, Town Clerk/Treasurer

STAFF REPORT

To: Members of the Planning and Zoning Commission
From: Heather Alvarez, Town Administrator
Date: August 17, 2022
Re: Resignation of Jason Armstrong

Recommendation

Accept the resignation of Jason Armstrong from the Planning Commission and authorize the Town Administrator to advertise the vacancy for the alternate position

Background/Discussion

Jason Armstrong has tendered his resignation as an alternate on the Planning Commission as he is now employed by the Town.

We need to advertise the vacancy for an alternate to the Commission.

Attachments

Jason Armstrong Letter of Resignation

Town of Mancos
Heather Alvarez, Town Administrator
117 N. Main Street
Mancos, Co 81328

Attn: Town of Mancos Planning and Zoning Committee

6/24/2022

Dear Committee:

Please accept this letter as my formal resignation from the Planning and Zoning Committee effective immediately. I appreciated the opportunity to serve on the committee as an alternate, but I have decided to take an employment opportunity with the Town of Mancos.

Respectfully,

Jason M Armstrong

A handwritten signature in black ink, appearing to read "Jason M Armstrong". The signature is fluid and cursive, with a large loop at the end.

STAFF REPORT

To: Members of the Planning and Zoning Commission
From: Heather Alvarez, Town Administrator
Date: August 17, 2022
Re: Appoint the Chair and Vice Char

Recommendation

Appoint the Chair and Vice Chair for the Planning Commission

Background/Discussion

Per Mancos Municipal Code 2-9-30 we are to appoint a Chair and Vice Chair for the Planning Commission in May of each year. I apologize for my oversight in adding this item to the May agenda.

Attachments

None