

**Boulder Planning Commission Regular Meeting
June 27th, 2024 7:00 PM
Meeting Minutes**

Planning Commission Members present- Tina Karlsson, Elena Hughes, Colleen Thompson, Nancy Tosta, Darrel Fuller

Town staff present or on Zoom- Deputy Clerk Lacy Allen, Zoning Administrator Erin Smith

Meeting was called to order at 7:01 pm mountain standard time

Approve agenda

Commissioner Hughes motioned to approve the agenda.

Commissioner Karlsson seconded the motion.

All in favor. Motion carried.

PC conflict of interest disclosure

None

Approve Meeting Minutes

Commissioner Karlsson moved to approve March 14th minutes. Commissioner Hughes seconded.

All in Favor. Motion carried.

Commissioner Karlsson made a motion to approve March 28th minutes. Commissioner Thomson seconded.

All in Favor. Motion carried.

Staff Reports

The Deputy Clerk Lacy Allen reported that the June minutes will be finished before the July meeting for approval.

Public Comments on agenda items

None

Discussion and possible action items on Ray Gardner amended CUP

The Zoning Administrator Erin Smith presented the amended CUP submitted by Ray Gardner.

Councilmember Thompson commented that cabins may not have kitchens.

Councilmember Tosta asked if they had full kitchens and septic systems?

Councilmember Hughes commented she had been inside structure

Commissioner Thompson said she doesn't see similarities in the RSTRs and Colleen mentioned she likes the idea as it serves several purposes.

Commissioner Hughes said the overlap is it looks like rentals rather than an RV park.

Commissioner Karlsson said she doesn't see any problem with this and she is fine with it.

Councilmember John Veranth said RSTR's and CUP's are two completely different things. This is a commercial unit with commercial standards. State law is very clear, if the laws are vague and unclear they get the benefit of the doubt.

Commissioner Fuller says he sees it as fine that he chooses this for his commercial property.

Commissioner Hughes commented she prefers that it states 1 site per room and makes that more clear in the ordinances.

Commissioner Tosta asked Erin why number 4 is being counted as 2 sites.

Commissioner Thompson made a motion to approve Ray Gardner's RV CUP amendment as is.

Commissioner Fuller Seconded.

All in Favor. Motion Passes.

Draft Subdivision Code continuing Discussion

The commission went through the Subdivision Code Draft.

Definitions needed to be updated on Page 1.

Commissioner Tosta mentioned penalties on Page 3. They need to be updated in the code and should be generic. It is not unique to subdivisions.

Administrative Land Use Authorities was discussed. A 2-year term with no term limit was agreed upon.

Compensation for the Planning Commissioner discussed and agreed that Town Council should come up with the rate.

Councilmember Veranth presented access standards for lots in a subdivision.

Easements were discussed with an agreement that a 40 foot minimum seems to be appropriate. Kaden did remind them of road maintenance and snow removal that a 50 foot minimum would be recommended so that snow doesn't damage fencing and build up in driveways.

Commissioner Tosta went over the Lot Size Averaging language attempting to clarify what you have to do to use Lot Size Averaging when subdividing a parcel.

Kaden Figgins asked if the typical subdivider would understand the process. He suggests the wording is confusing and grey.

Commissioner Tosta asked if recording the parcels on a plat would work as a control to preserve open space and prevent more subdividing.

Kaden answered that yes, it is a control and could be enforced.

Commissioner Karlsson commented in regards to Fire Protection and stated that Pete Bensen felt the fire code should be referred to the IFC Code and amended to be referred to by the state so if things change, it goes off State Code and would not need to be changed in our ordinances.

Kaden Figgins agreed that this makes sense.

Minor Lot Subdivisions were discussed as Chair Tosta asked if the Commissioners want to include Minor Lot Subdivisions.

Commissioner Hughes and Commissioner Fuller said yes, they would agree to Minor Lot Subdivisions.

Commissioner Hughes stated she would like to see it as one new lot.

Commissioner Karlsson asked Kaden to clarify how the subdivision become a Minor Lot Subdivision.

Kaden Figgins responded that a Minor Lot Subdivision has to be depicted on a registered survey. He also said that if a parcel is already designated as part of a subdivision, the minor lot subdivision option cannot be used. Any further subdivision would be an amendment and would go through the full process.

Commissioner Thompson stated she thinks perhaps there should be 2 lots as part of a Minor Lot Subdivision.

Review Meeting Actions/Decision and Future Agenda Items

Review the final draft of the Subdivision Code

Infrastructure Standards

Town Council Joint Meeting Plan

Plan a Public Hearing after Town Council Joint Meeting

Final Public Comments


Councilmember Veranth commented that everyone did an excellent job. It is hard to pick up all the history.

Commissioner Thompson made a motion to adjourn the meeting. Commissioner Hughes seconded the motion.

All in favor. Motion Carried.

Adjourn at approximately 9PM

Date Minutes Approved: July 11, 2024



Jessica LeFevre, Town Clerk