

**Boulder Planning Commission Regular Meeting
September 19, 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- Town Clerk Jessica Lefevre, Deputy Clerk Lacy Allen, Zoning Administrator Erin Smith

Meeting was called to order at 7:00 PM mountain standard time

Approve agenda

Commissioner Karlsson made a motion to approve the agenda. Commissioner Hughes seconded the motion.

All in favor.

Motion carries.

PC conflict of interest disclosure

None.

Approve Meeting Minutes

Commissioner Karlsson made a motion to approve the July 11 Regular Meeting Minutes as corrected. Commissioner Thompson seconded. Commissioner Hughes abstains as she was not present.

All others in favor.

Motion carries.

Commissioner Hughes made a motion to approve the July 25 Special Joint Meeting Minutes. Commissioner Thompson seconded.

Commissioner Karlsson abstains.

All others in favor.

Motion carries.

Commissioner Hughes made a motion to approve the August 8, 2024 Regular Meeting Minutes. Commissioner Thompson seconded the motion.

All in favor.

Motion carries.

Commissioner Karlsson made a motion to approve the August 22, 2024 Special Meeting Minutes. Commissioner Hughes seconded. Commissioner Thompson abstains as she was not present.

All others in favor.

Motion carries.

Town Council Liaison Report

Councilmember Veranth made an announcement that the joint meeting to go over the Subdivision Code will be on October 1st.

Staff Reports

Zoning Administrator Erin Smith reported there is a RSTR application in and a Subdivision application that will be reviewed in October.

Public Comments on agenda items. 3 minutes maximum per person.

None

PC discussion on Zoning Ordinance

Here is a summary of the discussion. You may listen to the recording at minutes 15:34 - 33:41.

Commissioner Hughes commented on the “Building Lot” definition and stated she preferred the previous verbiage as she felt it was more straightforward and less confusing.

Commissioner Tosta stated she didn’t mind changing it back to the original definition. Commissioners agreed and the definition was updated in real time.

Commissioner Hughes made another comment on the “Repeal” under “Driveway” that Road Standards need to be passed before this gets passed as she could see it causing some confusion. She then stated that reading this in general the words “Plat” and “Plot” are used and “Plat” needs to be used. So she recommended searching and updating the document.

Commissioner Karlsson commented in regards to the Boulder Town infrastructure standards and asked if they are part of the Ordinance.

Commissioner Tosta stated that they are not. They are a set of standards that you must comply with.

Commissioner Karlsson made a motion to close the public meeting and open the Public Hearing for the Zoning Ordinance. Commissioner Thompson seconded the motion.

All in favor.

Motion carries.

Public Hearing for Zoning Ordinance

Councilmember Veranth spoke as a member of the Town Council and as a member of the community. He stated that if he was the codifier, he would be a little confused. He stated there were some format changes that needed to be done and proof-reading should also be done in order to ensure proper clarification.

Commissioner Hughes made a motion to close the Public Hearing and reopen the Regular Meeting. Commissioner Karlsson seconded the motion.

All in favor.

Motion carries.

Discussion and possible action items

Zoning Ordinance

The Commission spoke about editing that needed to be done in reference to Councilmember Veranth's comments. Please refer to the recording to hear the conversation. 43:00 - 49:50.

Commissioner Karlsson made a motion to accept the changes made for the Zoning Ordinance. Commissioner Thompson seconded the motion.

All in favor.

Motion carries.

Subdivision Ordinance

The Commission went through the Subdivision Ordinance and discussed the highlighted items and made changes as they went through it.

You can listen to the discussion on the recording minutes 51:00 - 2:04:09

Review Meeting Actions/Decision and Future Agenda Items

Zoning Code review to be sent to the Town Council.

Joint meeting discussion will be based on the changes made.

Upcoming business

Boulder Town Infrastructure Design Guidelines covers 7 things outlined in the Ordinances.

The Public Hearing will be held on October 17th regarding standards so changes can be made and sent to Town Council by the November meeting.

Councilmember Veranth presented the Boulder Town Engineering and Infrastructure Standards Draft he created. You can listen to the overview on the recording minutes 2:09:20 - 2:31:11.

Final Public Comments. 3 minutes maximum per person.

None

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

All in favor.

Motion carries.

Meeting Adjourned at 9:32PM

Date Minutes Approved: Oct 17, 2024



Jessica LeFevre, Town Clerk