



MINUTES
CITY OF GLENWOOD SPRINGS
Planning and Zoning Commission
Regular Meeting
August 23, 2022
Council Chambers,
First Floor 101 W. 8TH STREET

1. Roll Call
 - a. Present: Commissioners Jim Hardcastle, Amy Connerton, Carolyn Cipperly, and George Shaver
 - b. Also present: Assistance City Manager Jenn Ooton, Asst. City Attorney Richard Peterson, Planner I, Emery Ellingson.
2. Commissioner Hardcastle motioned to seat alternate Commissioner Mitchell Weimer. Commissioner White seconded the motion. Unanimously approved.
3. Receipt of Minutes June 28, 2022 Planning and Zoning Commission Meeting.
Commissioner White motions to approve. Commissioner Weimer seconded the motion. Unanimously approved with a vote of 4-0. Commissioner Wissing abstains.
4. Comments from citizens appearing for items not on the agenda
No public comment was received.
5. New Items
 - a. **Planning File #23-22– Code Text Amendments to Section 070.040.110 and Section 070.030.030.**

Planner I Emery Ellingson presented the proposed code text amendments for Section 070.040.110 Signs to amend code for freestanding signs associated with residential uses as well as minor language changes to Section 070.030.030 Use-Specific Standards for accessory tourist rentals. Ellingson explained that Planning & Zoning Commission's role was as a recommending body and that any final decision would be rendered by City Council.

Staff recommended **approval** with findings and conditions on pages 9 and 10 of the staff report.

Commissioner questions and discussion included the following topics:

- Commissioner Shaver asked how monument sign area is calculated. Further discussion on how monument sign base was limited to 50% of the total sign height. Planning & Zoning Commission proposed changing language to allow the base to limited to 50% of area rather than height.
- Sign area definition
- Sign illumination restrictions for residential zoning districts
- Differences between pole signs and monument signs
- Discussion on changing maximum height for monument sign, Commission arrived at keeping 6' maximum for residential uses. Commission also proposed changing maximum height for all other uses at 6' as well.
- Reducing maximum size of monument sign to 120 square feet for non-downtown sign districts.

- Compatibility of signs with residential uses

No members of the public were present to comment in person or online. No public comments were received.

Commissioner Cipperly made a motion to amend Section 070.040.110. Motion seconded by Commissioner Connerton. Commissioner Shaver asked to confirm if motion included amending pole signs. Commissioner Cipperly withdrew motion with intent to further discuss pole signage size. Further discussion on pole signs. Staff explained intent of proposed amendment was to prohibit pole signs for residential use where it was currently allowed. Staff also explained further analysis would be required prior to further amending pole sign size and height. Assistant City Manager explained that further outreach would need to be done prior to any amendments for pole sign height and size. Planning & Zoning Commission suggested staff further consider potential changes to pole sign size, height, and sign districts. Commissioner Cipperly made a motion to approve suggested revisions to Section 070.040.110 for monument signs and poles signs including the following changes and including findings and conditions on pages 9 & 10 of the staff report:

- Allowing freestanding monument signs for residential uses excluding single family detached, two family dwelling units, and accessory dwelling units
- Limiting sign area for monument signs for residential uses to 64 square feet
- Limiting sign height for monument signs for residential uses to 6' maximum height
- Limiting sign area for monument signs for mixed use and non-residential application in all sign districts to 120 square feet for all sign districts other than downtown sign districts
- Amend the limit for a monument sign base to be 50% of the monument sign area rather than 50% of the height
- Limit sign area for monument signs for mixed use and non-residential applications in all sign districts to a maximum 6'
- Limit pole signage to only mixed-use and nonresidential applications in the Midtown, West Sixth Street, West Highway 6, South Highway 82, and Red Mountain Districts.

Motion was seconded by Commissioner Connerton. Commissioner Shaver called the item to vote.

Motion passed unanimously.

Ellingson then presented the second proposed code amendment item for Section 070.030.030 Use Specific Standards to remove obsolete reference to a family definition which was removed in a previous code revision.

Commissioner Connerton made motion to approve the change as proposed in the staff report with findings and conditions on pages 9 & 10 of the staff report. Motion was seconded by Commissioner Hardcastle.

Commissioner called the item to vote.

Motion passed unanimously.

6. Commissioner Comments

Commissioner Cipperly had several questions about how a member of the public could initiate a code amendment.

Commissioner Shaver expressed gratitude for Trent Hyatt's service to the City.

7. Director Comments

Assistant Manager Jen Ooton provided brief update on public input process for ongoing Comprehensive Plan.

8. Meeting Adjourned at 7:33PM.