



MINUTES
CITY OF GLENWOOD SPRINGS
Planning and Zoning Commission
Regular Meeting
June 27, 2023
Council Chambers, First Floor
101 W. 8TH STREET 6:00 PM P&Z

1) Roll Call

Present: Commissioners: Commissioner Waller, Commissioner Cowan, Commissioner Connerton, Commissioner Shaver, Commissioner Davey, Commissioner Simms and Commissioner White.

Also Present: Director of Community and Economic Development Hannah Klausman, Assistant City Attorney Richard Peterson-Kremer, Senior Planner Watkins Fulk-Gray.

Chair Shaver asked for a motion to seat alternates Commissioner Cowan, Commissioner White motioned to seat him Commissioner Waller seconded the motion.

2) Receipt of the Minutes for April 25, 2023 and May 23, 2023:

- a. May 23, 2023: Commissioner Simms motioned to approve, and Commissioner Waller seconded the motion. Motion passes with a vote of four in favor. Commissioner Connerton, Commissioner White and Commissioner Waller abstained from voting.
- b. April 25, 2023: Commissioner Waller motioned to accept and Commissioner Connerton seconded the motion. Motion passes unanimously 7-0.

3) Comments from citizens appearing for items not on the agenda:

None

4) New Items

a. Strategic Housing Plan Update

Senior Planner Watkins Fulk-Gray introduced the Strategic Housing Plan Update process. The current Strategic Housing Plan is from 2010 and is due to be replaced. He noted that the majority of the Plan Update is being funded by the State, and the State requires a good-faith effort to adopt at least one of a list of 16 qualifying strategies as a result of the process. The City already does many of the things on the list. He then introduced the consultant team, Andrew Knudtsen and Carson Bryant.

The consultant team discussed the Plan Update and the process to create it. They presented the policy tools available to the City too create affordable housing and the needs assessment portion of the plan.

Commissioner comments and questions included:

- Can the City waive system improvement fees for its own projects?
- How does the City recoup the revenue from fees that are waived?
- How will the Strategic Housing Plan Update be implemented?
- Where is the biggest opportunity for increasing the supply of affordable housing?
- Additional explanation about community land trusts.
- Clarification of the P&Z's role in making a recommendation to City Council.
- Preservation seems to be an important strategy.
- Clarification about next steps regarding the State's qualifying strategies.
- Staff should schedule discussions at least once a year to check progress on meeting the Plan Update's goals.

Staff and the consultants explained that system improvement fees can be waived by City Council, and that they are backfilled by the general fund. The Plan Update is implemented over time, both through City-sponsored projects or programs and by the private sector. Community land trusts separate the ownership of land from the ownership of structures on it, which makes the structures on it more affordable. Nonprofits normally operate land trusts.

Public comment included:

- This is government overreach. More public education is needed.
- How many people who commute to Glenwood don't actually want to live in Glenwood?

Commissioner Waller and White to recommend City Council adopt the Strategic Housing Plan Update. Motion passes unanimously. Motion passes unanimously 7-0.

b. Planning Item #27-23, Habitat for Humanity Administrative Site/Architectural Plan Review

Senior Planner Watkins Fulk-Gray presented the Staff analysis of the project. He explained that as an Administrative Site/Architectural Plan, normally the Planning Director makes the decision to approve or deny the project. However, the Planning Director has referred the application to the P&Z, so the P&Z is the deciding body for the project. Fulk-Gray explained the code analysis for the project and discussed the flexible application of strict zoning requirements available to this project as an affordable housing project.

Commissioner comments and questions included:

- Clarification that the lot could allow nine units according to the zoning's lot standards.
- Is the planting strip irrigated?
- What will the deed restriction be? A cap on appreciation? Resident-occupied?
- Is there any fencing?

- Is the trash enclosure screened?
- Will there be parking lot lighting?
- Will there be a homeowner association (HOA)?
- Will the parking spaces be dedicated to residents? Will there be guest parking?
- Will residents be allowed to exit Cowdin onto 8th St. as motorists do currently?
- Does the intersection need upgrades to accommodate the proposed development?
- Clarification about exterior lighting.
- The HOA documents should state the residents cannot parking in the Veltus Park overflow lot.

Staff explained that the deed restrictions will be appreciation-capped and affordable to 80% Area Median Income (AMI) as stipulated in the Memorandum of Understanding signed with Habitat for Humanity approved by City Council.

The applicants stated that parking will be assigned to specific residents, and there will be guest parking.

Public comment included:

- A discussion about the development history of the neighborhood.
- There are safety concerns about Cowdin and the Cowdin/8th St. intersection. The neighborhood is too dense already.
- People speed on 8th St. and on Midland.
- The proposal is not the best use of the parcel; it should be used for transportation purposes.
- The project is nice but it is in the wrong place. It will not look attractive eventually.
- There needs to be a public vote to use the parcel for a residential use.

Commissioner White motioned and Commissioner Connerton seconded to approve the project with the findings and conditions as written.

Commissioner Waller asked for an amendment to the motion to include a condition of approval requiring review and coordination between the applicant team and the City Engineer on the 8th St./Cowdin Dr. intersection to review traffic impacts. Commissioner White accepted the amendment and Commissioner Connerton seconded. **Amended motion passes by unanimous vote.**

c. Code Amendments to Title 070 regarding Child Care Uses (Continued to Next Meeting)

Commissioner Waller motioned to continue the item to the next regularly scheduled meeting in July. Commissioner Simms seconded the motion. Motion passes unanimously 7-0.

5) Commissioner Comments

Commissioner White stated Garfield County has some sort of sales tax for mobile homes in the City of Glenwood Springs it is a 3% tax that they will not close the home transaction without that tax is paid.

6) Director Comments

Director Hannah Klausman updated on upcoming applications for Planning and Zoning future meetings.

7) Adjournment

Meeting adjourned at 9:30pm.